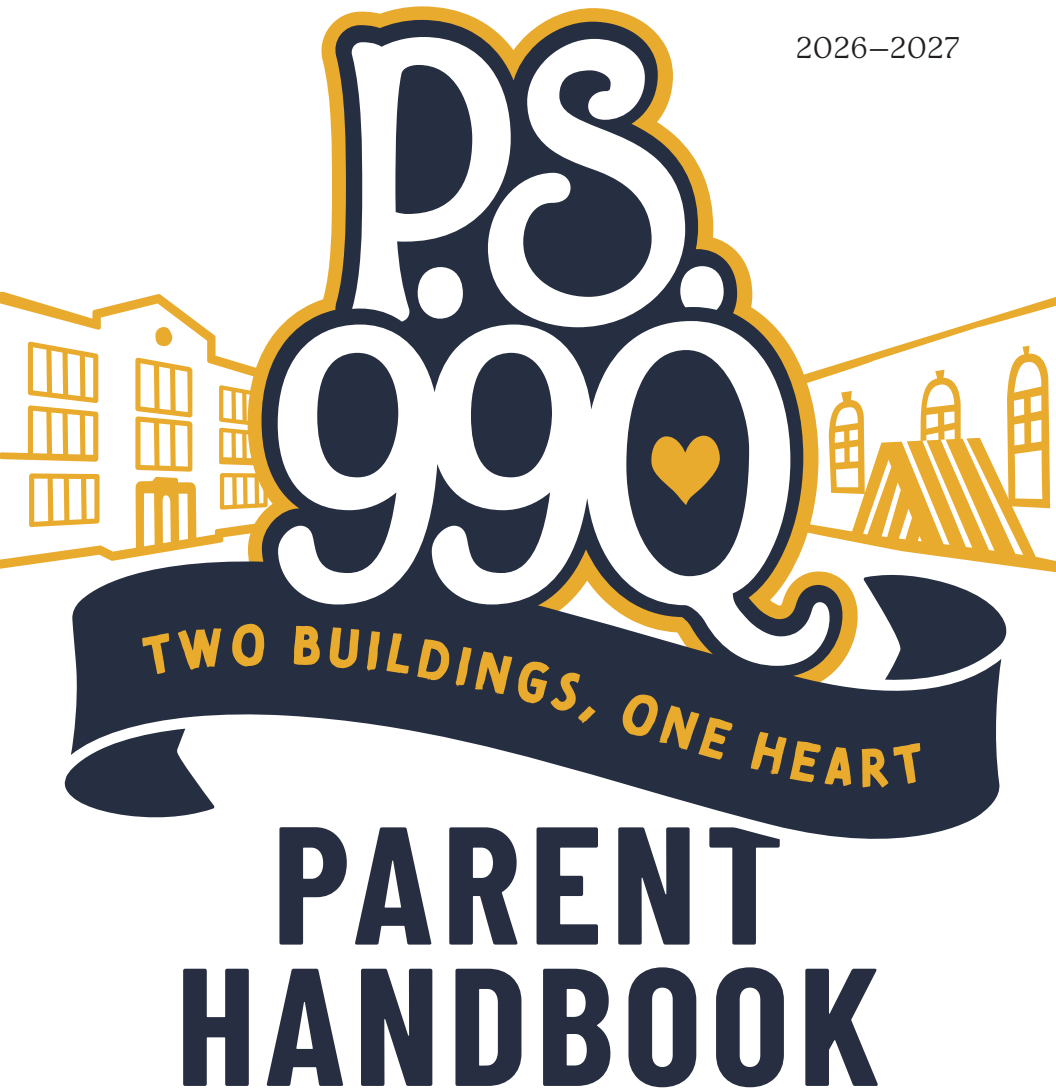


2026–2027



PARENT HANDBOOK

P.S. 99Q • The Kew Gardens School

MAIN 82-37 Kew Gardens Road • **ANNEX** 83-34 Kew Gardens Rd.

Kew Gardens, New York 11415

MAIN (718) 544-4343 • **ANNEX** 718-846-4972 • **FAX** 718-544-5992

 [ps_99_kew_gardens_school](https://www.instagram.com/ps_99_kew_gardens_school) • [ps99q.org](https://www.ps99q.org) 

Brian Maire

ASSISTANT PRINCIPAL

Nicholas Sforza

PRINCIPAL

Jonathan Halpern

ASSISTANT PRINCIPAL

Welcome to the P.S. 99Q Community!

This handbook is your go-to resource for the **essential information** you need to support your child’s educational journey. Whether you’re new to our school or a seasoned P.S.99Q family, we hope you find this guide helpful.

From daily schedules and contact information to our school policies, programs, and services and how you can get involved, this handbook is here to answer your questions and connect you with the resources you need.



SCHOOL MASCOT Stingray

SCHOOL COLORS Blue and Gold

SCHOOL MOTTO Every Child Matters

SCHOOL SONG

We sing our praises to our school
P.S. 99 gold and blue
With pride we stand, with love we share
As we celebrate our — (*e.g., 100th*) year!
Our halls they echo history
We pledge our loyalty
To hold you dear and bring you fame
P.S. 99 we honor your name!

The Mission at P.S. 99Q

Our mission is to create a balanced child who functions within a safe and secure environment.

We strive to produce in our diverse school community a respect for each other and for the environment.

We help our students develop a love of learning while striving for excellence. Mobilizing our collective talents as parents and teachers, we will work to ensure that each child:

- Develops a love and need to read
- Experiences writing for a variety of purposes
- Develops the ability to understand and solve mathematical problems
- Develops the ability to use and integrate technology into their life
- Experiences the arts
- Develops an appreciation of the responsibilities and privileges of living in the United States

We add to the richness of the lives of our students by engaging the resources of staff, parents, cultural institutions and community.

Contents

Important Contacts	4
Who to Contact About... ..	5
School Policies & Procedures	6
Arrival & Dismissal	6
Absences & Lateness	8
Safety Procedures	8
Illness & Medication Policy.....	9
Mandatory Forms & PA Contact Consent.....	9
Recess	10
Physical Education (PE) Dress Code.....	10
Lost & Found	10
What to Bring & What Not to Bring to School	11
Cell Phones & Electronic Devices	11
Birthday Celebration Policy	11
P.S.99Q Special Days & Celebrations.....	12
Afterschool Program	13
Academics & Curriculum.....	14
Core Curriculum	14
Upholding Academic Integrity	15
Academic Code of Conduct	15
In-School Clubs & Activities	16
Homework.....	19
Report Cards / School Grading Policy	19
Parent-Teacher Conferences	20
Parent Workshops & Family Nights.....	20
Learning Apps & Websites.....	21
ClassDojo	21
Logging In to Learning Apps	22
NYC Schools Account.....	22
TeachHub	23
Google Classroom	24
Lexia.....	25
Raz-Kids.....	25
Think Central	26
NYC MySchools	26
Get Involved.....	27
PA Executive Board & Volunteer Opportunities.....	27
School Leadership Team (SLT).....	28

Important Contacts

This is not an all-inclusive list, but is intended to serve as a helpful guide.

Main building office (M)..... (718) 544-4343
Annex office (A)..... (718) 846-4972

Laury Hernandez, Parent Coordinator.....M ext. 1128
Main Building Nurse..... M ext. 1007
Annex NurseA ext. 2108
Afterschool programMr. Halpern (929) 402-5747
School website ps99q.org
PA website ps99parents.org

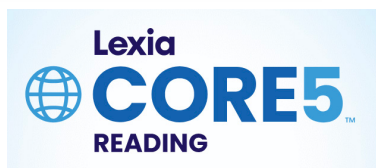
Apps to Download



ClassDojo



Classroom



Raz-Kids



See pages 6–7 & 21–26 for more info about Apps your child will need

For most questions or concerns, you should **first** contact your child's teacher through ClassDojo.

Who to Contact About...

Homework Teacher

Classroom concerns Teacher

You need to pick up your child early Teacher & **M / A** office

You'll be late picking up your child* Teacher and **M / A** office

**Please call before 2:20pm*

Your child is home sick

Teacher Dojo

and Ms. Olivia Williams Dojo

Medical/medication issues Main building nurse, **M** ext. 1007

Annex nurse, **A** ext. 2108

To reach your child in the classroom **M / A** office

To reach your child during afterschool.. Mr. Halpern (929) 402-5747

Bussing*

Ms. Gonzalez (Annex) **A** ext. 2128

Ms. Morell (Main building) **M** ext. 1127

**If you don't want your child to go on the bus, call before 1:30pm*

You need information on school events

Ms. Hernandez **M** ext. 1128

Main building office (718) 544-4343

Parents' Association parents.association@ps99q.org

Technology support Mr. P, Dojo / **M** ext. 1003

You have questions about your child's IEP

(Individualized Education Program)

School Based Support Team (SBST) Patrice Stallings, ext. 1105

pstallings@schools.nyc.gov

Your child is having adjustment difficulties Teacher

Mr. Reid, guidance counselor **M** ext. 1209

You are concerned with your child's social emotional well being

Mr. Reid, guidance counselor **M** ext. 1209

School Policies & Procedures

Arrival & Dismissal

Morning arrivals are through the main entrance in both buildings.
See following page for map of dismissal locations.

KEY TIMES

8–8:20 AM	Both buildings open. Breakfast available.
8:30 AM	School starts.
8:35 AM	Late passes issued.

LUNCH SCHEDULE

11:30 AM	K, 2nd, 3rd grade
12:20 PM	1st, 4th, 5th grade

DISMISSAL

2:30–2:40 PM	Regular dismissal from both buildings.
5:10–5:20 PM	Afterschool dismissal.

**Breakfast &
lunch are free!**

There are hot and cold options. Please be sure to notify your child's teacher and the school nurse of any allergies and dietary restrictions.

do not DOUBLE PARK ON THE STREET DURING DROPOFF OR PICKUP.

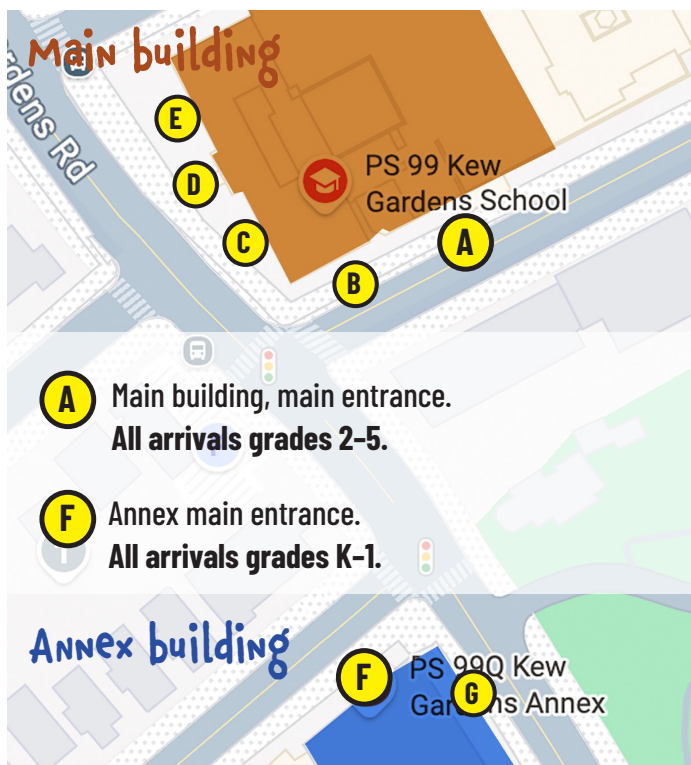
do not PICK UP YOUR CHILD DURING LUNCH PERIOD, OR AFTER 2 PM.

do MESSAGE YOUR CHILD'S TEACHER (AND THE BUSING COORDINATOR, IF APPLICABLE) WITH ANY SCHEDULE CHANGES.



Click here or scan to view menus,
or search on Google play or
the Apple App store to download
the NYC School Food Feed
your Mind menu App!



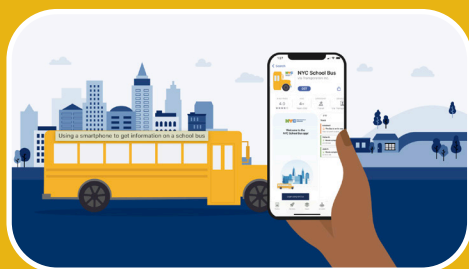


Dismissal locations (2:30-2:40)

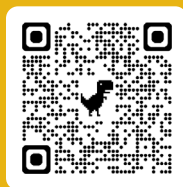
Grade K **F** Grade 2 **B** Grade 4 **E**
 Grade 1 **G** Grade 3 **D** Grade 5 **C**

Afterschool dismissal locations (5:10-5:20)

K-2 **A** 3-5 **B**



Click here
or scan to
download the
NYC School
Bus App!



Absences & Lateness

Attendance and punctuality are essential parts of a good education. Sickness or family emergency are the *only* acceptable reasons for absence from school; please make every effort to have your child arrive at school on time every day.

do not schedule vacations or non-emergency travel during instructional days.

do contact the school BEFORE 8:30am if your child will be absent or late. Message your child's teacher and Ms. Olivia on ClassDojo.

In cases of unavoidable absence, **do** send a signed note with your child explaining their absence. Include name, class, date and reason for absence.

The Department of Education (DOE) automatically generates a phone call to any family of a child who is absent. If a child is absent 3 days in a row, the P.S.99 attendance team will be notified.

Safety Procedures

All individuals who enter the building must sign in and present valid government-issued picture ID to the security guard. No screenshots will be accepted.

The school conducts several safety drills throughout the year, including lockdown drills and evacuation drills, fire drills, and bus safety drills (when applicable).

In case of emergency, the principal will communicate with families via ClassDojo.

If your child has allergies please notify their classroom teacher as well as the school nurse. The nurse will provide you with a **504 form** to complete. Read more [here](#).

Illness & Medication Policy

If your child is sick and will be absent, please send a ClassDojo message to both **your child's teacher** and **Ms. Olivia Williams**.

If your child is absent for three (3) consecutive days or more, a doctor's note will be required upon their return.

If your child becomes ill during school hours you will receive a phone call from the nurse. If necessary, it is your responsibility to come to school and pick up your child. If you are unavailable, you should send an authorized representative to pick up your child. This person must be listed on the **emergency blue card**.

do not send your child to school if he/she has:

- Fever 100 degrees or higher
- Heavy or persistent cough
- Upset stomach, vomiting, or diarrhea
- Sore throat
- Head lice
- Unusual rash, spots, or infected skin patches
- Conjunctivitis
- Runny nose with green discharge

A child must be well and fever-free for 24 hours before they can return to school. In order for an absence to be considered excused, a doctor's note is required upon the child's return.

Mandatory Forms & PA Contact Consent

At the beginning of the school year, your child's teacher will provide some required forms to complete. These will include an **emergency blue card**, where you must list important medical information and all approved emergency contacts.

The Parents' Association (PA) coordinates class lists, picture day, and more.

In order to be included in shared class lists and contacted by the PA with important information about picture day and other events, special programming, and volunteer opportunities, **you must agree to share your contact information with the PA when filling out the blue cards and other forms mandated by the school at the beginning of the year**. If you do not elect to be contacted by the PA, you may miss important information.

Recess

Main building students have daily outdoor recess in the schoolyard. In order to ensure safe occupancy standards, Annex students alternate between indoor and outdoor recess. Indoor recess is in the cafeteria and includes activities such as coloring, games, and dance parties. Your teacher will notify you of the class schedule for indoor/outdoor recess.

Outdoor recess for BOTH buildings is weather-dependent.

Administration makes the determination each morning regarding recess status for the day for both buildings. In bad weather, students have recess indoors.

Physical Education (PE) Dress Code

In the interest of comfort and safety, PS99 enforces a dress code for physical education (PE). Please take note of the day/s your child's class has PE and have them dress appropriately. Students must wear:

- Comfortable clothing that allows for ease of movement.
- Full-length shirts only—no crop tops or spaghetti strap tank tops.
- Shorts or pants are recommended; shorts or leggings should be worn underneath a skirt or dress.
- Properly laced and tied **sneakers are the ONLY permissible footwear for PE class**. Students can always bring their sneakers with them to school and put them on before class. Crocs, sandals, flip flops, rain boots, or snow boots are *not* acceptable.
- The gym temperature fluctuates. Layers (e.g., T-shirt under sweatshirt) are recommended.

Lost & Found

Each building has its own lost and found. Students and parents can ask the security guard to access it to check for lost items.

Please **label all of your child's belongings** and check the lost and found frequently to avoid permanently losing items your child may have left behind. **Unclaimed items will be donated twice a year!**

What to Bring & What Not to Bring to School

do not send your child to school with any items that could be dangerous, inappropriate, or distracting. Toys are not permitted.

do send your child to school with a water bottle, weather-appropriate clothing, lunch/snacks as needed, and any teacher-requested school supplies.

Cell Phones & Electronic Devices

The NYC Department of Education has a citywide Cell Phone and Electronic Device Policy that prohibits the use of personal internet-enabled electronic devices during the school day on school grounds .

Students who violate the device policy will be subject to disciplinary action.

Click [here](#) for Detailed Guidance for Device Usage

Birthday Celebration Policy

Birthdays are celebrated in class once a month—e.g., all September birthdays will be celebrated on a designated Friday in September. The date for each monthly celebration is on the school calendar. July and August birthdays are included in the June celebration.

Parents may send **single serving, nut-free** treats such as cupcakes or doughnuts. Cake or other foods that need to be cut and/or served are not allowed.

- Please send enough treats for the entire class—if unsure, you can confirm class size with the teacher.
- Goody bags are not permitted.
- Birthday party invitations should only be sent to school if the entire class is invited.

P.S.99Q Special Days & Celebrations

A typical school year at P.S.99 might include the following special days/celebrations:

- **School Spirit Fridays**—Every Friday we celebrate our P.S.99 Stingray Community! Students and teachers alike are encouraged to wear their Stingrays gear or the school colors, blue and gold!
- **Spirit Week**—Usually celebrated in May, this week has various themed days such as **Pajama Day, Disney Day, Wacky Wednesday, Decades Day,** and **School Spirit Friday.**
- **Crazy Hair and Hat Day**—There's no such thing as a bad hair day on this special day! Come to school with wacky hair or a silly hat!
- **Twin Day**—Grab a friend (or two or three!) and dress alike!
- **Warm and Fuzzy Day**—Chase the winter blues away and come to school in your comfiest, coziest, warm and fuzziest clothes!
- **Punch and Pillow Day**—Family members and caregivers are welcomed to come to their child's class to read a favorite story while students get comfy and enjoy fruit punch!
- **Career Day**—Family members and caregivers lead discussions with the class about their jobs, giving the students a peek at different career paths that they may never have known existed.
- **100th Day Celebration**—Grades K–2 commemorate the 100th day of school with special activities and projects. Kindergarteners are encouraged to dress up like 100-year-olds, and 1st and 2nd graders create displays demonstrating just how big the number 100 is! The 100th day projects are exhibited in the annex and parents are invited to a scheduled viewing.
- **Character Day**—Usually celebrated near or on Halloween, students come to school dressed as their favorite character from a book! Costumes may not include masks or prop weapons.
- **Back-to-School BBQ**—Every September, the P.S.99 family gathers for a Back to School BBQ. This outdoor event features games, activities, snacks, and lots of food from the grill! Reunite with your P.S.99 friends and have fun while making new ones!

P.S.99Q Special Days & Celebrations (*cont'd*)

- **Spooktacular**—This spooky event in October takes place after school and features tricks and treats galore! Join your friends for games, prizes, snacks, face-painting, and fun. Hosted by the PA, this family event is a fundraiser and requires ticket purchase.
- **Winter Sparkle**—A glittery winter wonderland for the whole family! Dance the night away with your friends and enjoy drinks and snacks. Hosted by the PA, this event is a fundraiser and requires ticket purchase.
- **WorldFest**—Celebrate the diversity that makes P.S.99Q such a special community. Families are encouraged to share food, drinks, and dances from their native countries. Explore the world without leaving the schoolyard!

Afterschool Program

At P.S.99Q, the Afterschool Program is administered by the Parents' Association and run by school staff.

Afterschool offers students a fun, engaging way to continue learning beyond the school day. Programs run Monday through Friday until 5:10 PM, with early pickup available to accommodate family schedules. There are three sessions throughout the year.

Students in grades 1–5 can choose from a variety of classes, including favorites like **Chess, Yoga, Spanish, Creative Crafts, and Coding**. **Glee Club** meets weekly and is an integral part of school performances throughout the year. Kindergarteners are given time to play, do arts & crafts, and get homework help daily during afterschool.

Each student's chosen activities will remain the same throughout the session and can be changed during each new registration period.

In recent years, the Afterschool Program has partnered with third-party vendors to bring specialty programs to our students, including Comic Book Making (Learning Lab) and Band (3rd Street Music), for an additional cost.

Complete class descriptions, schedules, and registration details will be shared via ClassDojo and in a take-home handout prior to each registration period. Click [here](#) to learn more.

Academics & Curriculum

Core Curriculum

SCIENCE	All grades follow the Amplify science curriculum. Amplify combines hands-on investigations, literacy-rich activities, and interactive digital tools, enabling students to think, read, write, and argue like real scientists and engineers.
ART	Art class nurtures creativity and self-expression through various mediums such as drawing, painting, sculpture, and digital art. Students explore artistic techniques, study art history, develop their own unique styles, fostering both technical skills and a deeper appreciation for visual arts.
PHYSICAL EDUCATION	Physical education class promotes physical fitness and well-being through a variety of activities such as sports, exercises, and games. Students develop motor skills and learn teamwork and healthy habits.
STEM	STEM class integrates science, technology, engineering, and mathematics to foster critical thinking, problem-solving, and innovation. Through hands-on projects and real-world applications, students learn to collaborate, design solutions, and apply interdisciplinary knowledge to complex challenges.
PERFORMING ARTS	Performing arts class teaches creativity and self-expression through drama, music, and dance. Students develop their talents, enhance their confidence, and learn the fundamentals of performance and collaboration, fostering both artistic skills and an appreciation for the arts.
TECHNOLOGY	Technology class teaches essential skills like computer programming, digital literacy, and common software and hardware. Students engage in projects that promote problem-solving, creativity, and understanding of technological applications in everyday life.

Upholding Academic Integrity

Academic integrity is the understanding that students, teachers, and other members of the educational community should act with honesty, fairness, respect, trust, and responsibility. Violations of this principle are considered academic misconduct or academic dishonesty.

Students should not engage in dishonest behavior in the pursuit of seeking credit or improving their scores. P.S. 99 firmly believes that cheating and academic dishonesty undermine the value of education, damage the ethical character of the individual student, and compromise the integrity of our school community.

Academic misconduct includes, but is not limited to:

- Allowing someone to present another person's work as their own
- Taking forbidden shortcuts that bypass steps of an assignment
- Using unauthorized materials during an exam
- Asking about or sharing questions and/or answers to quizzes and exams
- Altering corrections or scores with the intent to change your grade
- Fabricating information to gain more time, credit, or grading leniency on assignments, projects or exams
- Missing school to avoid turning in an assignment or taking a test
- Doing more or less than your required share of a group project without permission from the teacher

Academic Code of Conduct

The NYC Department of Education's Code of Conduct outlines expected student behaviors that help create a safe, respectful, and inclusive learning environment. It explains standards for conduct, supports for positive behavior, and how schools respond to conduct that does not meet expectations.

Click [**here**](#) to learn more about the NYC Department of Education's Academic Code of Conduct

In-School Clubs & Activities

Some clubs/activities may not be offered every school year

NAME	Description
BUDDY READING	Grade 2–5 students are paired with ENL students in grades K–2 to read together, fostering peer learning and improving reading skills through collaboration. • Grades 3–5 students’ participation is limited to 1–2 students from each class, either on a volunteer basis or teacher-selected • Students in grades 3–5 may or may not be bilingual • Buddy pairs meet 2–3 times per month
GREEN CLUB	The green club is a student-led group focused on promoting environmental awareness and sustainability through activities like recycling, conservation, and community clean-up efforts. • Grades K–5 can participate • 1–2 members for each class selected by teachers • Meetings are bi-weekly
STUDENT COUNCIL	The Student Council is a representative body elected by students to voice their opinions, organize events, and address concerns within the school community, . • Grades 2–5 can participate • 1 representative for each class selected by peers • Meetings are weekly or bi-weekly • School wide elections are held for President (a 5th grader); Vice President (a 4th grader); and Secretary (a 3rd grader)

In-School Clubs and Activities (*cont'd*)

Some clubs/activities may not be offered every school year

NAME	Description
CHEERLEADING	The cheerleaders club promotes school spirit and supporting P.S.99's athletic teams, performing choreographed routines and cheers at sporting events. • Grades 3–5 can participate • Auditions are held in September • Practices weekly • Performs at most sports games
BASKETBALL	The basketball team provides the opportunity to improve students' basketball skills, participate in friendly competitions, and fosters teamwork and camaraderie through regular practices and games. • Grades 2–5 can try out for the team • Tryouts are held in September/October • Practice is 3 days a week: two morning sessions before school and one session during school hours • Team plays 5–6 games against other schools in the district
SOCCER	The soccer team helps students develop soccer skills, compete in matches against other schools, and fosters teamwork and sportsmanship within a structured and supportive environment. • Grades 2–5 can try out for the team • Tryouts are held in October • Practice is held weekly, during school hours
MORNING ANNOUNCEMENTS	Students in the Morning Announcements Club help create, write, and share daily announcements. Members work together to collect important school news, events, and reminders, then present them over the PA system each morning. This group builds communication skills, teamwork, and leadership as students help keep the school informed and connected.

In-School Clubs & Activities (*cont'd*)

Some clubs/activities may not be offered every school year

NAME	Description
PEER MEDIATION	The Peer Mediation program trains students in conflict-resolution techniques to support their peers. Mediators learn how to guide conversations, listen actively, and help classmates work toward peaceful solutions. This program promotes respect, understanding, and leadership throughout the school community
COLOR GUARD	The Color Guard is a student leadership group responsible for presenting and holding the flag during school assemblies and special events. Members lead the Pledge of Allegiance, stand for the National Anthem, and participate in the school song. Students selected for Color Guard demonstrate responsibility, respect, and pride in representing the school community.
SCIENCE CLUB	Science Club is open to students curious about the world around them. Members explore science through hands-on projects, experiments, guest speakers, and field trips. Whether investigating ecosystems, building models, or competing in challenges, this club encourages scientific thinking and collaboration
SCHOOL NEWSPAPER (THE BUZZ)	<i>The Buzz</i> is the student-run newspaper club where writers, editors, photographers, and designers share stories that matter to our community. Members brainstorm topics, conduct interviews, write articles, and produce each edition of the paper. The Buzz provides a voice for students and highlights school events, achievements, and student perspectives.

Homework

Homework is assigned daily and can include math, reading, writing, or any other subject your child is studying in school. Students are often expected to complete homework using one or more **online learning apps approved by the school**. Please learn how to log in to the various applications your child needs to access.

HOW TO SUPPORT YOUR CHILD WITH THEIR HOMEWORK

- Establish a daily homework routine.
- Provide a comfortable and quiet place for them to work.
- For long-term assignments, help your child budget their time so the work gets done at a steady pace.
- If your child needs help: be patient, review the instructions, offer examples, etc. ***Do not do their homework for them.***
- If any issues arise, contact the teacher via ClassDojo.

Report Cards / School Grading Policy

Report cards are posted on the parent’s **NYC Schools Account** in November, March, and June. P.S.99Q uses the NYC DOE-approved 4-point grading scale:

Grade	Performance Level Scale	Scale for Social Emotional Development and Academic and Personal Behaviors
4	Excels grade standards (95–100)	Consistently meets expectations with independence
3	Proficient in grade standards (80–94)	Meeting grade standards
2	Partially proficient in grade standards (66–79)	Approaching grade standards. Meets expectations when reminded/ Meets expectations occasionally
1	Below grade standards (65 and below)	Difficulty meeting expectations

Parent-Teacher Conferences

Parent-teacher conferences are short meetings to discuss your child's academic performance and experience at school. They are scheduled in **November** and **March**.

Most parent-teacher conferences last 10 or 15 minutes. **They are held during afternoon or evening hours online via Google Meet.** If you are unable to attend a scheduled conference, your child's teacher will work with you to schedule a mutually agreeable time.

Typical parent-teacher meetings allow teachers to provide academic and behavioral progress updates and identify any specific needs or challenges a child might be facing and what you at home can do to support them. They are also the best forum for you to express any questions or concerns you or your child may have.

Translation and interpretation services are provided by the DOE. Please tell your teacher in advance if translation is needed.

PREPARING FOR PARENT-TEACHER CONFERENCES

Before meeting with your child's teacher, you can make a short list of questions and topics that you want to discuss. Describe what you see as your child's challenges, strengths, and interests and explain where you think your child needs more help. Parent-teacher conferences are also a great opportunity for you to speak with your child about their experience in school and to share their questions and concerns with their teacher.

Parent Workshops & Family Nights

At P.S.99 Kew Gardens, learning continues beyond the school day with a variety of workshops, seminars, and family nights held online and in-person. Past events have included **Family Game Nights**, **STEM and Science Nights**, **Cooking** and **Balloon-Making Workshops**, **Think Central Seminars**, and **Online Safety Discussions**, giving parents and children fun, hands-on ways to learn and connect. Check the school calendar and your child's folder for event details and RSVP information, as some events may have limited participation.

Learning Apps and Websites

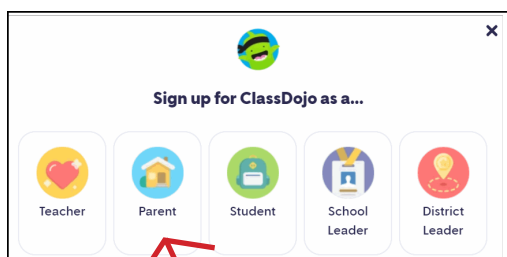


ClassDojo

www.classdojo.com



ClassDojo is the primary communication tool for the school; the principal, school staff, teachers, and the PA all use ClassDojo to share essential information about what's happening at P.S.99. ClassDojo allows you to communicate directly with your student's teachers and with important school contacts.



Please use only the free version of ClassDojo. P.S.99 does not recommend paying for any upgrades or non-P.S.99 related features (i.e., "Tutors") on ClassDojo.

Sign up online as a **Parent** using your personal email.

User name: [Parent personal email]

Password: [personal PW]

Once signed in you will be able to see your child's **classroom teacher/s**, their **cluster teachers (science, art, PE, etc.)**, and **school administrators** listed in the **Messages** section, where you can contact them directly. In the "School Story" your child's teachers and school administrators will share general information. Please make sure you are receiving notifications from ClassDojo as timely material is often shared there.

If you are having trouble logging into **ClassDojo**, contact Mr. P (Mr. Pasqualino, cpasqualino@ps99q.org).

Logging in to Learning Apps

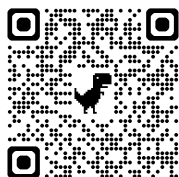
STUDENT ID# (OSIS NUMBER)

The OSIS (Online Student Information System) number is the unique 9-digit ID number assigned to your child when they enter the New York City public school system. The ID number is needed to set up your (the parent's) NYC Schools Account, through which you can access your child's grades and enrollment status, complete important surveys, and apply for programs or services sponsored by the DOE. **If you cannot locate your child's OSIS number, please contact either the school secretary, Ms. Chorzepa (kchorzepa@ps99q.org), or your child's teacher.**



NYC Schools Account

www.schoolsaccount.nyc



This is the NYC Department of Education portal for the parent or primary caregiver on the child's school records. Through the **NYC Schools Account** you'll access student grades, attendance, and forms and questionnaires. **Report Cards** are also uploaded on the site in November, March and June.

Register and login with the **parent or caregiver's personal email** (the same email that the child's OSIS number has been assigned to). If you are having trouble logging into **NYC Schools Account**, contact Ms. Goldberg (sgoldberg@ps99q.org).

Your child will also receive a login and password for their own NYC Schools Account. Through your child's NYC Schools Account they can access TeachHub, the portal through which they can log in to required learning apps. See next page for further info.



Clever

NYCDOE TeachHub

TeachHub is a portal that provides quick links to essential applications for homework and remote learning, including:

- G-Suite/Google Classroom
- Lexia Core5
- Think Central

A sign-in form for TeachHub. On the left is a dark blue rounded rectangle with the 'NYC Public Schools' logo. On the right is a white rounded rectangle with a 'Sign In' heading. Below the heading is a text input field labeled 'Username or Email' with the placeholder text 'User name'. At the bottom of the white box is a green rounded button labeled 'Sign in'.

TO SIGN IN

Students must sign in with their DOE Student Accounts. Your child's teacher will provide the login information at the beginning of the school year. Find the Clever app under the K–12 tab in your child's NYC Schools Account.

You can now download the TeachHub mobile application in the Google Play Store or Apple App Store. Additional information about the application can be found at the [TeachHub Mobile Application page](#).



NYCPS
Student
TeachHub
Mobile App
Android ❤️



NYCPS
Student
TeachHub
Mobile App
iOS ❤️



Classroom

Google Classroom for NYC Public Schools

www.classroom.google.com

Google Classroom is an online portal used by your child's classroom teacher and cluster teachers. Google Classroom is often used to post homework assignments.



Log in using your child's **@nycstudents.net email**
The password will be provided by your child's teacher.

Your child's main class and cluster area classes (science, art, etc.) will automatically be included in your child's Google Classroom profile. However, you may need to connect to some cluster teachers by adding the teacher's **class code**. In this case, sign in to your student's Google Classroom, click the Plus (+) sign on the upper right-hand corner to be prompted to enter the class code that has been assigned to the cluster class (i.e. Science, Art, etc.).



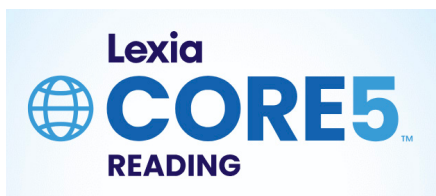
Class code

Ask your teacher for the class code, then enter it here.



If you are having trouble logging into **Google Classroom**, contact either Mr. P (Mr. Pasqualino, cpasqualino@ps99q.org) or your child's teacher.

LEARNING APPS AND WEBSITES



Lexia Core5



Clever 

Lexia is a personalized literacy app for the development of your child's reading comprehension, spelling, and grammar.

Lexia is a part of your child's core curriculum. *It is not supplemental or optional.* Your child's teacher will determine how many minutes of Lexia your child must complete per week at home.

TO LOG IN: Click on the Clever tile in your student's Teach Hub and then the Lexia Core5 tile or a QR code (issued by the school) that will be provided by your child's teacher.

If you are having trouble logging into **Lexia**, contact Mr. P (cpasqualino@ps99q.org) or Ms. Goldberg (sgoldberg@ps99q.org).

www.kidsa-z.com

Raz Kids is an online reading resource that offers interactive e-books spanning 29 reading levels. Raz Kids is used as part of a comprehensive reading program and to assess your child's reading level.



Raz Kids homework may be assigned to your child.

Your child's classroom teacher will provide the login details including the **teacher's username** and your child's **avatar**. If you are having trouble logging into **Raz Kids**, please contact the classroom teacher.

LEARNING APPS AND WEBSITES



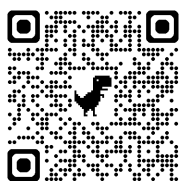
Think Central is the Houghton Mifflin Harcourt (HMH) portal that provides your child with digital materials associated with one or more HMH educational programs currently being used by P.S.99. As your child progresses through P.S. 99, Think Central materials to review and complete will vary by class.

TO LOG IN: Click on the Think Central tile in your student's Teach Hub.

If you are having trouble logging into **Think Central**, contact either Mr. P (cpasqualino@ps99q.org) or Ms. Mulholland (emulholland@ps99q.org).

A screenshot of the MySchools login page. It features a "Welcome!" message with a small icon, followed by the text "Already have an account? Log in here:". Below this are two input fields: "Parent's personal email" and "personal password". A blue "Next" button with a right arrow is at the bottom.

www.myschools.nyc



The DOE website for families and students to access the New York City schools directory and conduct searches and complete applications for enrollment in any of the following:

- 3-K/ Pre-K / and Kindergarten (Lower Grade Gifted and Talented)
- Gifted and Talented Upper Grade programs
- Middle School entrance
- High School entrance
- Specialized High School entrance

Deadlines for enrollment can be found: <https://www.schools.nyc.gov/enrollment/enroll-grade-by-grade>

Sign up and login with your personal email address and designated password.

If you are experiencing issues with **MySchools**, contact Ms. Goldberg (sgoldberg@ps99q.org).

Get Involved

PA Executive Board & Volunteer Opportunities



The **Parents' Association Executive Board** is an elected group of parents and guardians of current P.S.99 students. The Executive Board meets once a month and must also attend **the PA General monthly meeting, which is held on the 3rd Wednesday of each month at 7PM on Zoom.**



@PS99PARENTS

All are welcome and translations are provided. Elections take place in May for the upcoming school year (Term July 1–June 31).

The Parents' Association sponsors and funds events and enrichment programs in the school throughout the year, as well as the afterschool program. Recurring annual events/responsibilities include:

- Celebrations (Back-to-School BBQ, Spooktacular, Winter Sparkle, Worldfest)
- Bake sales
- Book Fairs
- Read-a-thon
- Picture Day
- Yearbook creation
- Prom and Picnic for 5th graders
- Space upgrades
- Field trips
- MovieUp
- School supply drives
- School Supply Kits
- Amazon Wishlist for teachers and staff
- Maintaining P.S.99 WhatsApp communities

Volunteer opportunities include:

Helping at events (picking up food orders, decorating, cleaning up, serving food/drinks, etc.)

Translating for non-English speaking families

Helping with costumes and decor for performances/play

If you want to volunteer or learn about joining the PA Executive Board, email parents.association@ps99q.org

Get Involved (*cont'd*)

School Leadership Team (SLT)

School Leadership Team (SLT) is a group of parents, teachers, school administrators, and staff members. Parent members are elected yearly in May and serve 2-year terms. The SLT meets once a month to discuss educational policies.

The SLT is responsible for overseeing the development and ongoing support of the school's annual Comprehensive Education Plan (CEP). The CEP outlines the school's academic goals and improvement strategies for the year.

The SLT is organized into seven constituency areas to ensure all instructional and student support areas are represented:

- Math
- General Education
- Clusters & Social Studies
- ENL (English as a New Language)
- SEL / Safety / Discipline
- ELA (English Language Arts)
- Special Education

Each constituency area has a designated parent representative. If you have questions, concerns, or feedback related to a specific area, you are encouraged to contact the corresponding parent representative. They will share your input with the SLT at the next scheduled meeting.

A current list of parent representatives for each constituency area is available on the P.S. 99 website.

Notes

[illegible]



Important Contacts

Main building office (M)(718) 544-4343

Annex office (A)(718) 846-4972

Laury Hernandez, Parent CoordinatorM ext. 1128

Main Building Nurse.....M ext. 1007

Annex NurseA ext. 2108

Afterschool program.....(Mr. Halpern)

(929) 402-5747

School websiteps99q.org

PA websiteps99parents.org