



Hilton Elementary School

Part of the Brecksville-Broadview Hts. City School District

**6812 Mill Road
Brecksville, Ohio 44141**

Phone (440) 740-4600

Fax (440) 740-4604

Transportation Department (440) 740-4050

www.bbhcscsd.org

Local Cable - Channel 22 (Brecksville) Channel 74 (Broadview Hts.)

Safe School Helpline - 1.800.418.6423, xt.359

Scot Prebles – Superintendent

David S. Martin, Ph.D. – Hilton Principal

Mrs. Cheryl Miller, Administrative Assistant

Board of Education

Mark Jantzen, President

Michael Ziegler Vice-President

Kathleen Mack

Mark Dosen

Debbie Bernauer

Note: This Student/Parent Handbook is based in significant part on policies adopted by the Board of Education and Administrative Guidelines developed by the Superintendent. The Policies and Administrative Guidelines are periodically updated in response to changes in the law and other circumstances. Therefore, there may have been changes to the documents reviewed in this Handbook since it was printed in the summer of 2012. Please contact your building principal if you have a question or require additional information about a specific issue.

PRINCIPAL'S MESSAGE

The Hilton Elementary School family welcomes you to the **2015-2016** school year!

We, the community of Hilton Elementary School, believe that all children can learn and are entitled to an outstanding education, rich in opportunities and rewarding experiences. The children in our school are the future. We believe that all children can learn and positively contribute to society. We are committed to providing all children with a safe and nurturing environment, a love of learning, pride in Hilton School, and preparation for the demands of the 21st Century.

Our school-wide goal is always academic excellence. We will always strive to positively assist all children to reach his/her potential. Likewise, along with academic excellence, we will always strive to assist all children to respect themselves, their classmates, and all adults as we will foster caring relationships with all children.

This handbook is provided (electronically) to each Hilton family for the purpose of disseminating important information regarding school activities, policies, procedures, and staffing for Hilton Elementary School. Please read the information in this handbook as it can answer most questions you may have. Communication between home and school is extremely important to ensuring a positive and productive learning environment for all students. Should you have any questions, please feel free to call the office.

All parents are encouraged to join the **Parent-School Organization (PSO)** and support its many endeavors and activities that directly benefit Hilton School children. In addition, parents of our new families are encouraged to register to vote. Voter registration forms are available in the office.

On behalf of the entire Hilton staff, welcome to the **2015-2016** school year. We look forward to working with you for the success of all our children!

David S. Martin, Ph.D.
Principal, Hilton School

RECENT HISTORY OF HILTON SCHOOL

Hilton School was opened in 1967 and is situated on 28.9 acres. The building has 50,000 square feet and twenty-five learning stations. It also has three courtyards and Hilton is the newest of the three elementary buildings. The first principal was Mr. Carl Hager (1967-1980). Next was Ms. Linda Huntley (1980-1983), and she was followed by Philip Hastings (1983-1985). The fourth principal was Mr. Nick Carpas (1985-1992) and Mr. Herb Bradford served as building principal from 1992-1997. Sandy Hendricks was the sixth principal of Hilton School for eleven years from 1997-2008. The seventh, Dr. David Martin, is the current principal.

Last year, the Hilton PSO in partnership with BBHCS D built a new playground for Hilton students. Opening the new playground in late May of 2015 was an exciting time for Hilton! All of our energy and efforts that went into fundraising, planning, designing, and constructing the new playground for our children were well worth it. All the Hilton children now have a playground where **“All kids are stronger when they play together!”** On behalf of Hilton Elementary School, I sincerely thank Janelle Henning, Claudine Kirschner and the Playground Committee for their dedication, commitment, passion, and undying “laser focus” on completing the playground. So come out and play on the new playground! It's got everything: A fly spinner, shade, spider web climber, omni-spin, slides, swings, monkey bars, and a zip line! Yes a zip line! (Can you make it from platform to platform?) 2015-2016 will be another fabulous year for Hilton! See you on the playground!

HILTON'S VISION & MISSION STATEMENT

HILTON C.A.R.E.S

Collaborate. Achieve. Respect. Evolve. Succeed.

EQUAL OPPORTUNITY

(for Parent/Family Handbook)

The Brecksville-Broadview Heights City School District Board of Education affirms its commitment to provide an equal educational opportunity to each of its students. Students have the right to be free from discrimination on the basis of race, sex, marital status, pregnancy, national origin, citizenship status, physical disability, political activity, religion, creed, or opinion in all decisions affecting admissions; membership in school-sponsored organizations, clubs or activities; access to funds, academic evaluations or any other aspect of school-sponsored activities. Any limitation with regard to participation in a school-sponsored activity will be based on criteria reasonably related to that specific activity.

On the following pages, you will read Hilton's *Guidelines for Success*. These *Guidelines for Success* will be taught explicitly to all students with the expectation that they will be followed for the success of all students. This matrix will be posted in all settings of the school as a reminder for students and staff.

HILTON PRIDE

| | | | | |
|---|---|--|--|---|
| <p>Classroom & All Settings</p>  |  <p>Be Respectful</p> |  <p>Be Responsible</p> |  <p>Be Ready</p> |  <p>Be The Difference</p> |
|---|---|--|--|---|

| | |
|---|--|
| <p>Hallways</p>  | <p>I can use... Zero voices...Walking feet...Straight line</p> |
| <p>Cafeteria</p>  | <p>I can ... Eat...Clean up...Be polite... Raise my hand for help</p> |
| <p>Bathrooms</p>  | <p>I can ... Go...Flush...Wash...Leave</p> |
| <p>Playground</p>  | <p>I can ... Use kind words... Include others... Be an upstander...Clean up...Line up</p> |
| <p>Assemblies</p>  | <p>I can ... Sit...Watch...Listen</p> |
| <p>Bus</p>  | <p>I can ... Sit forward in seat...Talk politely...Keep my hands, feet to myself</p> |

Hilton School Staff, 2015-2016

| | | | |
|-------------------------|--------------------------|------------------------|---------------------------|
| Principal | David S. Martin, PhD | Psychologist | Joe D'Alessandro (2 days) |
| | | Counselor | Lynn Clapper (2.5 days) |
| Kindergarten | Laura Travers | Health Aide | Barb Kishmarton |
| Kindergarten | Michelle Gagne | | |
| Kindergarten | Kelly Allar | | |
| Kindergarten (PM) | Margaret Reeves | | |
| | | Administrative Asst. | Cheryl Miller |
| Grade 1 | Gina Huber | | |
| Grade 1 | Stefanie Fechko | Secretaries | Jil Sah |
| Grade 1 | Katie Sierleja | | |
| Grade 1 | Casey Smith | Media Assistant | Nancy Pana |
| | | | |
| Grade 2 | Beth Kerzman | Computer Lab Aide | Staff |
| Grade 2 | Tonya Pagel | | |
| Grade 2 | Carly Jean | Ed. Aide (4 hrs./day) | Connie Popielarczyk |
| Grade 2 | Stefanie Knodel | Ed. Aide (3 hrs./day) | Kathy D'Agostino |
| | | Ed. Aide (2 hrs./day) | Melody Davies |
| Grade 3 | Ellen Aufmuth | | |
| Grade 3 | Karen Graham | Spec. Ed. Assistant | Linda Shelton |
| Grade 3 | Angela Renninger | | |
| Grade 3 | Karin Fiore | | |
| | | | |
| Art Teacher | Deb King-Gyllstrom | Head Cook | Diana Madar |
| Media Specialist | Beth Blaustein | Food Service | Jen Kunka |
| Music Teacher | Rachel Burkholder | Food Service | Angie Kipling |
| Physical Education | Amy Mauceri | | |
| | | Head Custodian | Mike Cafardi |
| Spec. Educ. Teacher | Greg Warth | Night Custodian | Donna Prochaska |
| Spec. Educ. Teacher | Jennifer Glenboski (66%) | Night Custodial Helper | Mary Ann White |
| | | | |
| Speech Pathologist | Effie Konstas | Bee Keepers Day Care | Tamy Gibson |
| | | | |
| Reading Int. Specialist | Kristen La | | |
| Reading Int. Specialist | Fran Eichelberger (83%) | | |
| ELL Teacher | Jen Ferrence (66%) | | |

PRE-SCHOOL

Teachers:

Mary Duke
Ann Marie Kavinsky
Jen Wible
Blair Kaminski (Itinerant)

Pre-School Speech/Language Pathologists

Staff (50%)
Sarah Amick (50%)

Pre-School Special Educational Assistants

Kathy Fleming, Louann Goodin, Theresa Fallon, Lori Pasek

Pre-School Psychologist

Tara Dayton

All credentialed staff and most support staff can be contacted through email. Use the last name and first initial followed by @bbhcsd.org. For example: millerc@bbhcsd.org. In case of an emergency, however, please call the office directly 440-740-4600