

# Island Trees Memorial Middle School

45 Wantagh Avenue South, Island Trees, NY 11756-5399

Tel: 516-520-2157

Fax: 516-520-2168

*Dr. Charles Murphy, Superintendent*

*Roger Bloom  
Principal  
516-520-2158*

*Sean Burns  
Asst. Principal  
516-520-2159*

*Dr. Arlene Genden-Sage  
Asst. Superintendent  
Special Education &  
Psychology  
516-520-2175*

*Dr. Susan Kelly  
District Director of Curriculum  
& Instruction  
516-520-2110*

*Peter Gibbons  
District Director of Music  
516-520-2152*

*James Cranmer  
District Director of Physical  
Education & Athletics  
516-520-2173*

*Jean Ryan  
District Director of Reading  
516-520-2187*

*John Rezek  
District Director of Technology  
516-495-7730*

*Student Support Center  
516-520-2169*

*Graham Radcliffe  
Student Support Center  
Chairperson*

*Rebecca Benjamin  
English Chairperson*

*Danielle Mazzo  
Social Studies Chairperson*

*Carol Easterbrook  
Math Chairperson*

*Greg Wagner  
Science Chairperson*

*Cindy Eisenberg  
Foreign Language Chairperson*

*Helen Gould  
Special Education Chairperson*

November 16, 2009

Dear Parents:

As our trip to Greenkill approaches, I would like to provide you with some "last minute information."

- 1) Greenkill Address: Greenkill  
Outdoor Environmental Education Center  
Huguenot, NY 12746
- 2) Telephone: 1-845-858-2200
  - a) Please do not call unless it is an emergency. The children will be out most of the day, and will not be near a telephone.
  - b) Parents may call the Homework Hotline (520-2160) to receive information regarding arrival time, departure time and general updates. Daily updates can be obtained after 10:00 a.m. We will also set up our own middle school Greenkill website. We will place updated general information and pictures during our stay. The site address is: <http://www.islandtrees.org/itms/greenkill/index.htm>.
- 3) **DEPARTURE:** The group will leave from the **Target parking lot** promptly at 8:30 a.m. on Monday, November 30<sup>th</sup>. **Students should be there by 8:00 a.m.** Students are **NOT** to ride regular buses to school in the morning.
- 4) **RETURN:** We expect to return to the **middle school rear parking lot** at approximately 3:00 p.m. on Friday, December 4<sup>th</sup>. If traffic delays our return, it will be announced on the Homework Hotline.
- 5) **MEDICATIONS:** ALL student medications should be labeled, (i.e. student name, type of medication) with instructions in zip-lock bags. Do not pack medications. They must be handed to the bus supervisor before departure.
- 6) **CELL PHONES:** This year we are creating two opportunities for students to call home. You can send your child with a cell phone or students can call from the nurses' office. We request that you be accessible to a phone on the following dates/times: **Tuesday, December 1<sup>st</sup>: 6:15 – 7:15 p.m., Wednesday, December 2<sup>nd</sup>: 6:15 – 7:15 p.m.**

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7) **GENERAL INFORMATION:**

- a) Children are not permitted to bring gum, candy or other food items with them.
- b) Children are not permitted to bring I-Pods, MP3 players, portable DVD players, PSP's, walkmen, game boys, etc.
- c) If your child brings a camera, please supply enough film and make sure he/she knows how to operate the camera. Disposable cameras are the best choice.
- d) Pillows may be brought on the bus.
- e) Home sickness can be avoided if you are enthusiastic about the program. (Please DO NOT tell them how much you, their brothers, sisters, grandparents, dogs, cats, etc., will miss them.).
- f) Remember hats, gloves and boots.
- g) Please notify us, in advance, of any special food requests.

To insure the safety of our students, please return the tear-off sheet at the bottom of this page to your child's home-based teacher.

Sincerely,

Roger Bloom  
Principal

My child, \_\_\_\_\_ will be picked up at 3:00 p.m. on

Friday, December 4<sup>th</sup>, by \_\_\_\_\_  
(Circle One: Parent, Relative, Friend)

Parent's Signature

Date