

## BENCHMARK SCHOOL 2011-2012 School Calendar

### SCHOOL DAY:

8:15 am-2:50 pm

**All buses will be running as of September 6**

**NOTE: Students coming to school in private cars should arrive between 8:00-8:10 am**

September 6	1:30 pm	Staff in-service
September 6	6:00-8:00 pm	Ice cream social (BPA-sponsored event) Rain date 9/13
September 6, 7, & 8	Individual appointments	Lower school students
September 6, 7, & 8	8:15 am-1:00 pm	Middle school students
September 9	8:15 am-1:00 pm	Partial day - all students
September 12	8:15 am-2:50 pm	First full day
September 15	7:00-9:00 pm	Back to school night – middle school <b>A MUST FOR ALL MIDDLE SCHOOL PARENTS/GUARDIANS</b>
September 22	7:00-9:00 pm	Back to school night –lower school <b>A MUST FOR ALL LOWER SCHOOL PARENTS/GUARDIANS</b>
September 22, 23		Middle school camping trip
September 28	8:00-9:00 am	Middle school parent/guardian coffee
<b>September 29</b>	<b>NO SCHOOL</b>	<b>Rosh Hashanah</b>
<b>October 3</b>	<b>1:00 pm dismissal</b>	<b>Professional development</b>
October 6	9:00 am	Open house
October 17-21		Middle school goal-setting conferences
October 18	8:00-9:00 am	Middle school parent/guardian advisory grp. mtg.
	9:00 am	BPA meeting – all parents/guardians welcome
October 20	7:30 pm	Board of trustees meeting
October 21	8:30 am	School pictures – lower and middle school
October 26	10:30 - Noon	Transition Meeting for 3 <sup>rd</sup> year Middle School Parents/Guardians
October 28	1:45 pm	Lower school Halloween parade/parties – parents/guardians welcome
November 2	8:00-9:15 am	Third-year open house for current second-year middle school parents/guardians
November 3	9:00 am	Open house
<b>November 7</b>	<b>1:00 pm dismissal</b>	<b>Professional development</b>
November 9	7:45-9:30 am	First-year middle school parent/guardian meeting
November 14, 15		Parent/guardian conferences lower school (no early dismissal)
November 15	9:00 am	BPA meeting – all parents/guardians welcome
<b>November 16-18</b>	<b>1:00 pm dismissal</b>	<b>All students</b> <b>Parent/guardian conferences – lower school</b> <b>BPA book fair</b>
<b>November 23</b>	<b>1:00 pm dismissal</b>	<b>All students and staff</b>
<b>November 24, 25</b>	<b>NO SCHOOL</b>	<b>Thanksgiving holiday</b>
November 30	8:00-9:00 am	Middle school parent/guardian advisory grp. mtg.
<b>December 5</b>	<b>1:00 pm dismissal</b>	<b>Professional development</b>
December 8	2:00-3:00 pm	Middle school parent/guardian coffee
	7:30 pm	Board of trustees meeting

<b>December 16</b>	10:15 am	Lower school winter concert – all parents/guardians welcome
<b>Dec. 19-Dec. 30</b>	<b>12:00 noon dismissal</b>	<b>All students - winter vacation begins</b>
January 5	<b>NO SCHOOL</b>	<b>Winter vacation (school resumes January 2)</b>
<b>January 9</b>	9:00 am	Open house
<b>January 16</b>	<b>1:00 pm dismissal</b>	<b>Professional development</b>
January 17	<b>NO SCHOOL</b>	<b>Martin Luther King, Jr. Day</b>
Jan. 23-27	9:00 am	BPA meeting – all parents/guardians welcome
February 2	9:00 am	Second- and third-year middle school parent/guardian conferences (no early dismissal)
<b>February 6</b>	<b>1:00 pm dismissal</b>	Open house
February 7	8:00-9:00 am	<b>Professional development</b>
<b>February 20</b>	9:00 am	Middle school parent/guardian advisory grp. mtg.
March 1	<b>NO SCHOOL</b>	BPA meeting – all parents/guardians welcome
<b>March 5</b>	<b>1:00 pm dismissal</b>	<b>Presidents Day</b>
March 7		Open house
March 10	Evening	<b>Professional development</b>
March 12, 13		Professional educators' morning
<b>March 14-16</b>	<b>1:00 pm dismissal</b>	BPA spring social – parents/guardians and staff welcome (BPA-sponsored event)
March 15	7:30 pm	Lower school and first-year middle school parent/guardian conferences (no early dismissal)
March 20	9:00 am	<b>All students - lower school and first-year middle school parent/guardian conferences</b>
March 28 (Wed.)	11:00 am	Board of trustees meeting
<b>April 2-6</b>	<b>NO SCHOOL</b>	BPA meeting – parents/guardians welcome
April 11	7:45-9:30 am	Faculty and staff appreciation luncheon (BPA-sponsored event)
April 12	9:00 am	<b>Spring vacation</b>
<b>April 16</b>	<b>1:00 pm dismissal</b>	New-to-middle-school parent/guardian morning meeting
April 20	8:00-9:45 am	Open house
April 25	8:00-9:00 am	<b>Professional development</b>
May 1	8:00-9:00 am	Special guests morning at Benchmark
May 3	9:00 am	Middle school parent/guardian advisory group meeting
<b>May 7</b>	7:00-8:30 pm	Middle school parent/guardian coffee
May 15	<b>1:00 pm dismissal</b>	Open house
May 17	9:00 am	Family gym night (rain date May 10 or 17)
May 24	7:30 pm	<b>Professional development</b>
<b>May 28</b>	<b>NO SCHOOL</b>	BPA meeting – all parents/guardians welcome
May 31, June 1, 2	9:00 am	Board of trustees meeting
June (TBD)	7:30 pm	Open house
<b>June 4</b>	<b>1:00 pm dismissal</b>	<b>Memorial Day holiday</b>
<b>June 11, 12, 13</b>	<b>1:00 pm dismissal</b>	Middle school musical – Benchmark community
		BPA meeting – former and future committee chairs
		<b>Professional development</b>
		<b>Various events</b>

June 11	11:30 am-1:00 pm	Lower school celebration of learning – parents/guardians welcome
June 12	11:30 am-1:00 pm	Lower school celebration of accomplishments – parents/guardians welcome
	6:00-9:00 pm	Middle school semi-formal party
June 13	11:00 am-1:00 pm	Middle school celebration of accomplishments – parents/guardians welcome
June 14		Class parties
June 15	10:00-11:55 am	Field day – parents/guardians welcome
	<b>12:00 noon dismissal</b>	<b>Last day of school for all students</b>
<b>July 2 – August 3</b>		<b>BENCHMARK SUMMER CAMP</b>

**\*\*Note: The above schedule includes 183 school days, which allows 3 snow days this year.\*\***

### **Early Dismissal Days**

- A. Dismissal at 1:00 pm for professional development Oct. 3, Nov. 7, Dec. 5, Jan. 9, Feb. 6  
Mar. 5, Apr. 16, May 7, June 4
- B. Dismissal at 1:00 pm for parent/guardian conferences November 16, 17, 18, Mar. 14, 15, 16  
Dismissal at 1:00 pm -- celebration of accomplishments June 11, 12, 13  
Dismissal at 1:00 pm prior to Thanksgiving Nov. 23
- C. Dismissal prior to vacation at **12:00 noon** Dec.16 and June 15
- D. Reminders will be sent home prior to early dismissals. Watch for these on the first page of the Wednesday announcements to parents/guardians.

### **Absences**

Parents/guardians should call the school whenever a student is absent. The school office opens at 7:30 am. Please wait until that time to make calls. A written absence excuse is required for every student absence. The forms for these may be obtained from the school office. A student who misses six consecutive days or a total of 20 days for the year will be readmitted to school only upon presentation of a note from the child's doctor.

### **Homework**

**Missed work for lower school students:** If a lower school student is not able to return to school within a few days, arrangements can be made with the teacher(s) to have work sent home or picked up at the school. Parents should call the office by 10:00 am in order to give teachers of all subjects sufficient time to receive the request and have the homework ready to be picked up at 2:50 pm.

**Missed work for middle school students:** In order to help middle school students stay up to date in their classes, when students miss school due to illness or school visits (second- and third-year students), they are expected to make up homework and class work. If students miss school, the students and/or their parents should do the following:

1. Check each teacher's website for assignments.
2. If the student needs something from his/her locker, please call the school office by 10:00 am

- to request the materials. (Materials will be ready in the office for pickup at 2:50 pm.)
3. Students are always encouraged to email questions to teachers, but they should be aware that teachers may not check their email until after the school day has ended.

### **Open house days**

These are for persons interested in finding out about the Benchmark program. Visitors should call the school in advance to make reservations for Open House Days.

### **IMPORTANT NOTICES**

**AFTER-SCHOOL DISMISSAL:** Parents/guardians or other drivers of cars who arrive at Benchmark to pick up children during the 2:50 pm dismissal are requested to park in the **gym** lot and walk over to the classroom building to pick up their children. Drivers should go to the office window and tell the person announcing buses the names of the students. A space in the bus line will be kept open between the two parking lots so drivers can exit in the left lane after they have collected their children.

**ALTERNATIVE TRANSPORTATION PLANS:** **All changes in transportation must be made in writing.** Transportation change forms are available in the office. Please use these forms instead of calling the changes in to the office. If a student does not have a note from a parent/guardian stating alternative transportation plans, the student will follow his/her normal routine (e.g. bus, after-school activities, etc.). Please confirm all after-school/transportation plans with your child each morning, especially on early dismissal days.