

RIVERVIEW PARENT-STUDENT HANDBOOK Chapter 683



2026

Vision

Where We Want to Be

Our students are emP.O.W.E.Red to be expressive global citizens where they are
PREPARED with skills and provided OPPORTUNITIES
in an atmosphere filled with WONDER, EQUITY and RESPECT.

Mission

How We Will Get There

We create an atmosphere of high expectations and academic excellence
which emP.O.W.E.R.s students by incorporating their interests and tailored instruction
with a curriculum anchored in collaboration, critical thinking, problem solving and 21st century skills.

Instructional Focus

What We Focus On

We will emP.O.W.E.R. students by providing them with the skills and strategies
to read, write, speak, and listen in a way that allows them to communicate
and engage in their communities as global citizens.

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About The Handbook

The purpose of the handbook is to provide information about our school and to act as a reference book for parents/guardians. It is our hope that some of your questions can be answered through the use of the handbook.

Instructional Focus

We will emP.O.W.E.R. students by providing them with the skills and strategies to read, write, speak, and listen in a way that allows them to communicate and engage in their communities as global citizens.

Names to Know

Principal	Annette Beale	ABeale@schools.nyc.gov
Assistant Principal	Miranda Haraughty	MHaraughty@schools.nyc.gov
Assistant Principal	Almita Phillips	APhillips26@schools.nyc.gov
Assistant Principal	Nicole Godulias	NGodulias@schools.nyc.gov
Assistant Principal	Kathryn Perafan	KPerafan@schools.nyc.gov
Assistant Principal	Reina Black	RBlack6@schools.nyc.gov
Assistant Principal, I.A	Michael Muldoon	MMuldoon4@schools.nyc.gov
Parent Coordinator	Lisandra Aviles	LAviles11@schools.nyc.gov
PA Presidents	Rebecca Moran	Becky220@gmail.com
	Vanessa Alayon	Vanessa.alayon@gmail.com
Transition Coordinator	Annie Alvord	AAlvord2@schools.nyc.gov

Sites/Locations

Site	Address	Unit Coordinator	UC email
P277Q @404	1-50 51 st Avenue Long Island City, NY 11101 Phone: 718-609-3320 Fax: 718-609-3322	Sebastien Chochotte Noha Osman	Schochotte@schools.nyc.gov NOsman3@schools.nyc.gov
P277Q @78	46-08 5 th Street Long Island City, NY 11101 Tel: 718-706-4660 Fax: 718-706-4664	Estefania Flores Erica Hahn	EFlores22@schools.nyc.gov EHahn2@schools.nyc.gov
P277Q @245	378 Seneca Ave Ridgewood, NY 11385 Tel: 718-456-1309 Fax: 718-381-2139	Katherine Santos	KSantos15@schools.nyc.gov
P277Q @322	89-11 43 rd Avenue Elmhurst, NY 11373 Tel: 929-666-5805 Fax: 929-666-5806	Trouskey Casalinovo	TCasalinovo@schools.nyc.gov
P277Q @485	21-27 Himrod Street Ridgewood, NY 11385 Tel: 718-326-6723 Fax: 718-325-6721	Cheryl Paprocki	CPaprocki@schools.nyc.gov

Visiting 277Q:

If you have a question about your child's progress, do not hesitate to contact his/her teacher or related service providers.

- Check your child's book bag/folder for school notices, flyers, and forms daily.
- You may contact your child's site but please keep in mind teachers are in the classroom with their students and will have to return your call during a prep period.
- If applicable, check your child's communication notebook.
- If applicable, check your email, Dojo account, and Google Classroom regularly to be notified of upcoming events or important information by your child's teacher.
- Ask specific questions about your child's school day.

Attendance

In order to make adequate progress and to be successful, students must attend school on a regular basis. A student may be absent for illness, emergencies, or for religious observance, but the goal is for every student to be in school every day. A student with less than 90% attendance is considered chronically absent.

- If your child is absent for three or more days, please inform both the school and the bus driver.
- Absences may be excused--but are not eliminated--for religious observance, or illness.
- Families are advised to schedule trips and vacations when school is not in session to minimize interruption in schoolwork that may impact academic progress.
- School office staff will reach out to you in regards to any absences, please ensure all contact information is up to date.

Emergency Contacts/Blue Cards

277Q must always have updated blue emergency cards for each child on file. This card is used as a means of contacting you in the event of an emergency.

- The numbers given should always be current.
- Your child will only be released to a person whose name is listed on the blue card and is 18 years or older.
- It is the responsibility of the parent/guardian to inform the school of a change of telephone number or address. It is important that we have the most up to date information so we can contact you in an emergency.
- If there is an order of protection or "no contact/no access" for a particular adult, the name of this person has to be clearly written on the blue card and a copy of the order must be on file at the school.

Arrival/Dismissal

Students are to arrive at school promptly at 8:00am. Arriving late has a tendency to disrupt learning for not only your child but for the other students in the classroom. All students must be signed in or out in our parent/guardian contact book and show ID. Please make every effort to bring your child to school on time.

- For students who do not take the bus, please ensure that you pick your child up no later than the dismissal time.
- List any and all adults (18 and over) allowed to pick up your child on the Blue Card.
- Students will not be dismissed to an adult that is not listed on their Blue Card.
- Students will not be released to anyone under the age of 18.
- If you are planning to pick up your child rather than put them on the bus, please contact the school before 1pm to ensure that the teacher/school is notified of this change.

Office of Pupil Transportation

Students are provided with door to door bus service. OPT provides buses. The office of Pupil Transportation will send you notices as to what bus your child will be assigned to.

- In the morning, an adult should wait with the child until the bus arrives and is expected to be there in the afternoon, a child will not be allowed off of the bus without a parent/guardian present.
- Parents/Guardians may contact the OPT HOTLINE at 718-392-8855 or through their main number at 718-784-3313.
- To report issues or concerns with busing, please call the above number and write down the **violation number** they provide you with. Please call the school and report this number to your child's Unit Coordinator, so we can ensure the issue is handled properly.

Please complete the following for your records:

Name of Bus Company: _____
Telephone number of bus company: _____
Bus Route AM: _____
Bus Route PM: _____
Driver's Name: _____
Escort/Matron's Name: _____

Field Trips

Field trips will take place during the summer. We require written permission in the form of our 277Q Trip Permission Slips from the parent/guardian and we cannot accept verbal permission. All field trips are related to the curriculum and are an academic extension of what is being learned in the classroom. Please make every effort to return permissions slips on time to ensure your child may attend. Some trips may require additional consent such as video or photo, please ensure all necessary paperwork is completed and signed.

Birthday Celebrations

Birthday celebrations during the school day must be during the student lunch period and pre-arranged with the classroom teacher and the unit coordinator. Celebrations cannot impede the academics within the classroom. Please remember that many of our students have dietary restrictions which should be taken into consideration.

School Meals

Students will be provided breakfast and lunch; however you may wish to send your child with a lunch from home or snack. Please keep in mind we can not heat up any lunch sent from home. If your child has dietary restrictions or food allergies please inform us immediately. If there are allergies in your child's classroom you will receive notification and we ask that you refrain from sending foods that can affect the health and well-being of students.

School Nurses

Each site has nurses on staff to ensure the health and well-being of our students. Medication can only be administered with orders obtained from your child's pediatrician. Administration of medication, even over the counter medication, is strictly prohibited in school without an updated medical and doctor's prescription form on file (504 forms). Medical room personnel/school nurses administer and monitor all medication.

ACADEMIC POLICIES

HOMEWORK POLICY

The 277Q Homework Policy has been developed to further the partnership between home and school. Homework helps students make the most of their school learning by generalizing skills to the home environment. Each week will develop a site specific homework procedure. Homework plans and letters will be distributed to parents in the first weeks of school.

GRADING POLICY

ELA, Social Studies, Art, Vocational Education

A Student Performance Assessment Task is completed by each student at the conclusion of each Unit. This task is graded using an individualized rubric which is set up to provide grading criteria for the assignment.

Rubric levels are as follows:

Level 4 - 80-100%

Level 3 - 60-79%

Level 2 - 40-59%

Level 1 - 0-39%

Math & Science

Pre and Post tests are administered at the start and conclusion of each Math and Science curriculum.

Percentages of Accuracy are as follows:

Level 4 - 80-100%

Level 3 - 60-79%

Level 2 - 40-59%

Level 1 - 0-39%