

## Hillel Academy

Hillel Academy was founded in 1961 to provide a quality and comprehensive Jewish education for the children of the Dayton Jewish community. At Hillel Academy, we seek to instill in each student the appreciation of religious feeling and understanding, and the delight in pursuing excellence. In 2010, Hillel Academy moved to Beth Abraham Synagogue in Oakwood. Our Kindergarten through 4<sup>th</sup> grade program provides a superior dual curriculum which fosters activities to challenge and enhance all facets of our students' abilities.

## Mission Statement

The purpose of Hillel Academy is to provide the opportunity for all Jewish children in grade Kindergarten-4, where possible, to receive an outstanding integrated Judaic and secular education. Hillel Academy provides a combination of dedicated staff, extraordinary focus, innovative curriculum, and instructional best practices to develop students with the academic and spiritual tools to develop into creative, independent, critical thinking, compassionate and responsible members of their communities.

## General Information

### **School Hours:**

- School hours are 8:00 a.m. to 3:15 p.m.
- Lunch is from 11:40 – 12:20 daily.
- Supervision will be provided beginning at 7:30 a.m. in the lobby at Beth Abraham. Students may enter the building at that time. They will be directed to the school, which is located on the Third Floor. Supervision will continue until students begin their classes at 8:00 a.m.
- Visitors must dial “333” at the front door of Beth Abraham to gain entrance into the building during school hours.
- Because the entry doors are locked between 8:00 a.m. and 3:15 p.m., parents must ensure that their child has been acknowledged by us and the doors have been unlocked so they can proceed upstairs.
- All parents must report to the office before visiting classrooms.

### **Bus Transportation:**

- Transportation is provided to students who live north of Oakwood. Specific transportation arrangements are made through the school office. Generally, students will be dropped off and picked up at their individual homes. Hillel will provide transportation to Miami Valley School for students engaged in after-school partner activities. Parents must provide transportation from MVS to home afterward.

### **Car Transportation:**

To ensure the safety of all Hillel Academy students, please follow these guidelines:

- When dropping off your child, you may use the circle in front of the main entrance at Beth Abraham. **Please do not park in the circle.** Parents should use the parking lot area if you are entering the building.
- When picking up your child, please use the parking lot and enter the building through the main door.

### **Lunch & Food Policy:**

- Students will pack and bring their individual lunches.
- Sharing of lunches will not be allowed, due to the range of different Kosher standards.
- Fridays are designated as non-meat lunch days.
- For your convenience common Kosher symbols are located at the end of this handbook.
- Any food at school-wide programs, PTO, or special events (example: birthday parties) are to be Kosher Pareve and checked-in with Rabbi Simon.

## **Physical Education:**

- A student is required to bring a note from a physician if he/she is to be excused from more than one gym class for the grading period.
- Students are required to remove rings, bracelets, earrings and other loose fitting articles for gym class.

## **Medication:**

- If your child is on a daily medication, please have your doctor complete the “Parent Request and Release for the Administration of Oral Medication at School” form.
- In order to dispense medication to your child after an illness, we must have written permission from your child’s doctor.
- In order to dispense occasional medication, (headaches, cramps, etc.), we must have a note from your child’s doctor.

## **Tobacco, Alcoholic Beverages, Drugs, Weapons, Violence:**

The school will enforce the law regarding any illegal use of intoxicants or weapons.

## **Attendance Policies**

### **Reporting an Absence:**

- To report an absence, please call the school by 7:45 a.m. each day your child will be absent. For your convenience our voice mail is on 24 hours a day.
- Homework for the day of the absence may be sent home with a sibling or picked up by 3:15 p.m.
- The school permits 10 absences per year to ensure the integrity of our program.
- After 10 absences, parents will be notified to schedule a conference regarding absenteeism.

### **Tardiness:**

- Students are to be in the building by 7:50 a.m. with their materials for class.
- Habitual tardiness hurts the integrity of our program; therefore, after 2 tardies in a quarter the teacher will contact the parents to make them aware of the tardiness.
- If the student reaches 4 tardies in a quarter, the teacher and/or administrator will request a conference with the parents.
- If the situation is still not resolved, the administration will request a meeting with the parents and teacher to discuss possible disciplinary measures.

## **Appointments or Early Dismissals:**

- If your child has an appointment, it is necessary to bring a note to the office before 8:00 in the morning of their appointment.

## **Pre-arranged Absence for Trips:**

- Throughout the course of the school year, there are numerous opportunities for family vacations on scheduled days off school. Additional vacations during school time take students away from their normal lessons, and disrupts learning.

## **Code of Conduct**

We have three words that serve as guiding principles for our Hillel Academy community: **simcha**, **chesed**, and **hatzlachah**. In our daily actions we ask every individual to bring a spirit of happiness (simcha), a disposition for kindness (chesed), and a focus on success [hatzlachah.... yogati (I have tried) u' motzati (and I have found success)].

## **Disciplinary Procedures**

We will intercede to stop disruption of the learning process if the student is interfering with the learning environment.

### **Suspension:**

We have the right to suspend a student based on his/her behavior, or in extreme cases, expulsion is a possibility.

## **Conferences:**

- Conferences are held three times each year - in the fall, winter and spring.
- Parents wishing to meet with teachers at other times are encouraged to do so.

## **Dress Code**

- In order to encourage an educational environment, students must come dressed to learn.
- All boys are required to wear a Kippah during school hours.
- Shorts to the knee may be worn by students Kindergarten through 4<sup>th</sup> grade.
- All dresses and skirts must be to the knee.
- All shirts must have sleeves and stomachs must be covered.
- Inappropriate shirt messages are not permitted.
- Administration will be the final judge as to which clothing is appropriate.

## **Inclement Weather**

- In the event of a school closing, please turn to your local television or radio stations.

## **Computer Usage and Rules**

- Our computers are an enhancement to our program and must be used with the utmost care.
- Students may only use the computers under supervision.
- No personal email may be sent from our computers.

## **Disaster Preparedness**

In case of tornado, fire, or other disaster requiring immediate suspension of normal classroom activities, students will either be detained at school or will move to another building in our complex.

Students will be released only to parents or individuals listed on the child's Emergency Release Form.













Every effort will be made to contact parents should such an emergency occur. If the telephone system is not operative, parents are urged to contact local authorities for information.














## **Parent Teacher Organization (PTO)**

The Hillel Academy PTO sponsors social events as well as several fundraising activities throughout the year. Proceeds are used to purchase additional instructional equipment or to provide enhancements to the school program.

All families are automatically members of the PTO and encouraged to actively participate in its many worthwhile projects.

## Common Kosher Symbols

	<p>The Union of Orthodox Jewish Congregations          333 Seventh Avenue New York, New York 10001          (212) 563-4000 Fax - (212) 564-9058          Rabbi Menachem Genack, Rabbinic Administrator</p>
	<p>The Organized Kashrus Laboratories          391 Troy Avenue Brooklyn, NY 11213          (718)756-7500 Fax - (718) 756-7503          Rabbi Don Yoel Levy, Kashrus Administrator</p>
	<p>Star-K Kosher Certification          11 Warren Road Baltimore, MD 21208-5234          (410) 484-4110 Fax - (410) 653-9294          Rabbi Moshe Heinemann, Rabbinic Administrator</p>
	<p>Star-D          11 Warren Road Baltimore, MD 21208-5234          (410) 484-4110 Fax - (410) 653-9294          Rabbi Moshe Heinemann, Rabbinic Admin, Rabbi Boruch Beyer</p>
	<p>KOF-K Kosher Supervision          201 The Plaza, Teaneck, NJ 07666          (201) 837-0500 Fax - (201) 837-0126          Rabbi Ahron Felder, Director of Kosher Standards</p>
	<p>THE HEART "K" Kehila Kosher          Rabbi Avromon Teichman          (323) 935-8383</p>
	<p>The "RCC" Community Kashrus          Division of the Rabbinical Council of California          Rabbi Nissim Davidi &amp; Rabbi Avromon Union - Rabbinic Admin          Phone: (213) 489-8080; Fax: (213) 489-8077</p>
	<p>Vaad Harabanim of Greater Seattle          5100 South Dawson Street, Suite #102 Seattle, WA 98118-2100          (206) 760-2100 Fax - (206) 760-0905          David Grashin, Administrator</p>
	<p>Kosher Supervision of America          P.O. Box 35721, Los Angeles, CA 90035          (310) 282-0444 Fax - (310) 282-0505          Rabbi Binyomin Lisbon, Kashrus Administrator</p>
	<p>Vaad Hoer of Saint Louis 4 Millstone Campus          St. Louis, MO 63146 (314) 569-2770 Fax - (314) 569-2774 Rabbi Sholom Rivkin, Chief Rabbi</p>
	<p>The Vaad Hakashrus of Denver          1350 Vrain Street, Denver, CO 80204          (303) 595-9349 Fax - (303) 629-5159          Rabbi Y Feldberger, Rabbinic Administrator</p>
	<p>Chicago Rabbinical Council          3525 W. Peterson Avenue, Suite #315 Chicago, IL 60659          Phone: (773) 588-1600 Fax - (773) 588-2141          Rabbi Dovid Jenkins, Kashruth Administrator</p>

	<p>Vaad Hakashrus of Dallas - THE "DK"  7900 Northaven Road Dallas TX 75230  (214) 750-8223 - Fax (214) 368-4709  Rabbi David Shawl, Kashrus Admin Was Dallas Kashrut Council)</p>
	<p>The Texas K &amp; International Kosher Supervision  351 East Price Street Suite #200 Keller TX 76248  (817) 337-4700 Phone - (817) 337-4901 Fax  Rabbi Dovid Jenkins, Rabbinic Administrator</p>
	<p>K'hal Adath Jeshurun (Breuer's)  85-93 Bennet Avenue New York, NY 10033  (212) 923-3582 Fax - (212) 781-4275  Rav Zachariah Gelley, Rav</p>
	<p>Atlanta Kashruth Commission  1855 La Vista Road, Atlanta, GA 30329  (404) 634-4063 Fax - (404) 320-7912  Rabbi Ilan Feldman, Dean</p>
	<p>National Kashrut  101 Route 306 Monsey, NY 10952  (914) 352-4448 Fax - (914) 356-9756  Rabbi Yacov Lipshutz, President</p>
	<p>The "MK" Manchester Beth Din  Dayan O. Westheim  061-740-9711</p>
	<p>Montreal Vaad Hair  6333 Decarie Boulevard Suite #100 Montreal, H3W3E1 Canada (514) 270-2659 Fax - (514) 739-7024  Rabbi Peretz Jaffe Rabbinic Admin, Rabbi Saul Emanuel Exec Dir</p>
	<p>Vaad Hakashrus of Massachusetts  177 Tremont Street Boston, MA 02111  (617) 426-2139 Fax - (617) 426-6268  Rabbi Abraham Halfinger, Rabbinic Administrator</p>
	<p>Kashruth Council of Toronto  4600 Bathurst Street Suite #240 North York, Ontario M2R3V2 (416) 635-9550 Fax - (416) 635-8760  Rabbi Mordechai Levin, Executive Director</p>
	<p>Tri-State Kashruth, Vaad Hoer of Cincinnati  6446 Stover Avenue Cincinnati, OH 45237 Phone:  (513) 731-4671 Fax: (513) 531-5665  Rabbi Yacov Toron, Rabbinic Administrator</p>
	<p>THE "CHOF KOSHER"  Rabbi Solomon B. Shapiro  (718) 263-1574</p>
	<p>VAAD HARABONIM OF FLORIDA  Orthodox Rabbinical Council of South Florida;  Rabbi Growner (305) 931-6204</p>
	<p>Orthodox Vaad of Philadelphia;  7505 Brookhaven Road, Philadelphia, PA 19151  Rabbi Aaron Felder 215-545-2968; Rabbi Shlomo Caplan 215-473-0951:</p>

	Rabbi Yehoshua Kagnaff 215-742-8521 Fax: 215-473-6220
	THE CALIFORNIA "K" Kehilla Kosher (Igud Hakashrus of Los Angeles); Rabbi Avrohom Teichman (323) 935-8383
	Rabbinical Council of Orange County & Long Beach (714) 846-2285
	VAAD Vaad HaKashrus of the Five Towns Rabbi Moshe Chait (516) 569-4536
	Rabbinic Administrator of Upper Midwest Kashrut Rabbi Asher Zeilingold (612) 690-2137
	The "K-COR" Vaad Harabonim of Greater Detroit and Merkaz; Rabbi Beryl Broyde, Rabbi Joseph Krupnik (810) 559-5005