

Contact the School

Contact information for all MPH faculty and staff can be found at the MyMPH portal. Here are a few numbers and email addresses to keep handy.

Main number

315-446-2452

Reception/Attendance Office

Colleen Xavier, x 110

attendance@mphschool.org

Assistant to Division Heads

Juhee LaHaye, x 121

jlahaye@mphschool.org

School Nurse

Christine Civello, x 127

ccivello@mphschool.org

Associate Business Manager

(Questions regarding FACTS payments or your tuition account)

Dawn Wood, x 141

dwood@mphschool.org

Head of Upper School

John Stegeman, x 186

jstegeman@mphschool.org

Head of Lower and Middle School

Kendall Hoekstra, x 146

khoekstra@mphschool.org

Lower School Assistant Division Head

Amy Abdo, x 200

aabdo@mphschool.org

Assistant to the Head of School

Amy Critz, x 120

acritz@mphschool.org

Head of School

Jim Dunaway, x 129

jdunaway@mphschool.org



Contact information change?

Be sure to email infochange@mphschool.org with any updates to your home address, email address or phone numbers.

5300 Jamesville Road | Syracuse, New York | 315.446.2452 | mphschool.org

Manlius
Pebble Hill
School

New Family Handbook
2017-18

Manlius
Pebble Hill
School

Welcome to our family



Dear Parents,

I am delighted to welcome you to our community. I am in my third year as head of school and also the parent of a recent alumna, and I can vouch for your good sense in enrolling your child at MPH.

We often speak of “the MPH effect,” the impact that being part of this remarkable community of learners has on our students, both while they are here and in their life after graduation. Our students hone their intellect, find a passion for learning, develop their talents, build confidence, exercise leadership, and embrace community service. In short, they set out on the path to a productive life of engaged citizenship. New parents frequently tell me that their children now love coming to school and that our teachers make students feel as if they really matter. I can’t think of anything more important than that.

Our community fosters a safe environment for children, provides rich exposure to a variety of fine arts and interscholastic athletics, encourages a broad and inclusive worldview, and embraces diversity. I know your son or daughter will love being part of the exciting things that happen here every day.

As impressive as our teachers are, we could not achieve this “MPH effect” without the participation and commitment of every family. To that end, we ask the following of every MPH parent:

First, think of yourselves as partners with us in this endeavor. Join us not only in supporting, guiding, and motivating your child, but in encouraging her or him to take full advantage of the many possibilities the School offers.

Second, commit yourself to participating fully in the School community. We encourage you to take an active part in the Parents’ Association and to volunteer your time and talents.

Finally, make MPH a priority in your giving. It is only through a healthy endowment and strong financial support that we can carry out our mission to inspire students to think critically, act responsibly, and discover a passion for lifelong learning. Every year we undertake an annual fund, MPH Rising, and we ask each family to help the School reach 100% parent participation, thus ensuring MPH’s financial health, access, and affordability.

Thank you for entrusting us with your most precious possessions.

Best,

Jim Dunaway
Head of School

jdunaway@mphschool.org

(315) 446-2452, X129

Campus map



Our Mission:

To inspire our students to think critically, act responsibly, and discover a passion for lifelong learning.

Overview:

Our School's history dates back to the founding of The Manlius School in 1869. It merged with Pebble Hill School in 1970 to form Manlius Pebble Hill School, which boasts over 4,200 alumni throughout the world. After nearly 150 years, MPH continues to provide an unparalleled education to students in Prekindergarten through grade 12. As the premier independent school in Central New York, our one-of-a-kind combination of academics, culture, and community shapes exceptionally bright, conscientious scholars and citizens who are prepared for college, career, and life beyond.

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New school year checklist

- Attend new student meeting.** Division heads meet individually with all newly enrolled families to get to know you and your child better before the school year begins, and to discuss course scheduling (Middle and Upper School). The Assistant to Division Heads, **Juhee LaHaye**, will contact you by email to arrange your meeting.
- Mark your calendars** for New Family Orientation and the Back-to-School picnic on Thursday, August 31, at 3:30 p.m. (picnic begins at 5:30 p.m. following the ribbon-cutting for our new gymnasium and visual arts facility).
- Submit your child's health forms to the Health Office.** The Medication Permission Form and Health Appraisal Form are **required** for all students. The Emergency Care Plan and Sports Participation Form are only required if they apply to your child. Forms are available for download on the MyMPH portal on the MPH website. Contact School Nurse, Christine Civello, at ccivello@mphschool.org with any questions or concerns.
- Start your school shopping!** Visit the MyMPH portal at mphschool.org to easily access supply lists and information on our dress code.
- Complete summer assignments**, if required (students entering Middle and Upper School). More information is available on the MyMPH portal at mphschool.org.
- Register your child for Extended Day (PK-5) or After Hours (grades 6-8)** if needed. Refer to page 6 for registration instructions.
- If your child would like to play a fall sport, register them online using the MyMPH portal on the MPH website.** A complete list of athletic teams can be viewed on the MPH website, under Academics. Contact Athletic Director, Jim Ryan, at jryan@mphschool.org with any questions or for more information.
- Confirm bus schedule.** If you submitted a bus request form with your child's enrollment materials, we forwarded it to your school district's transportation office. The districts will send each family a letter prior to the start of the school year with information about their child's bus schedule. If you do not receive this information by the week before school begins, feel free to contact your school district directly or call the Office of Admissions for assistance. Phone numbers for the school district transportation offices can be found online at mphschool.org/admissions/transportation.



2017-2018 year at a glance

Save the date for these highlights of the year. Dates may change; be sure to visit the online calendar for the latest updates on school events.

- September 5** Handshake Ceremony and Parent Coffee
- September 20** First Parents' Association meeting
- September 24** MPH Golf Tournament
- October TBD** Lower, Middle, and Upper School Program Nights
- November 9** Grandparents and Special Friends Day
- November TBD** New Parent Gathering
- December 1–2** Upper School Play
- December 18** Lower School Holiday Program
- January 19–20** Student Choreography Concert
- February 9–10** Middle School Play
- February 12–16** Winter Carnival
- March 3** Annual Spring Benefit
- March 16, 17, 23, and 24** Upper School Musical
- March 22** STEM Fair
- May 18** Red and White Day
- May 20** JazzFest
- May 25** Whole School Art Show
- June 1** Multicultural Fair
- June 1–2** Alumni Reunion Weekend
- June 5–10** Closing Ceremonies
- June 10** Commencement



Beyond the school day

These programs provide an engaging, fun environment after school

Grace R. Kniesner Extended Day Program

Monday-Friday, 3:10–6:00 p.m.

The Grace R. Kniesner Extended Day Program for grades PreK–5 begins September 5, 2017 in the Laurie Mezzalingua '86 Center for Early Learning.

The program runs on regular school days, not on school vacation days, snow days, or conference days. Time is allotted for homework, snack, and playground activities. For information on rates, or to register your child, visit mphschool.org and click on Academics, then Lower School.

Middle School After Hours

for grades 6-8 begins September 5, 2017 and is held in the classroom located in the Knox Farmhouse. Because Middle School students are required to be supervised at all times while on campus, students not picked up by 3:30 p.m. or within 15 minutes after the end of a practice or a club meeting must report to the After Hours program.

Students will have the opportunity to visit with teachers, study, bake, play basketball, or use the playground. Electronic devices are permitted and snacks are included.

For information on rates, or to register your child, visit the mphschool.org and click on Academics, then Middle School.

Stay informed

Please contact us directly if you have questions at any time. Here are some additional information channels available to help you stay informed and connected.

The Week Ahead

Every Thursday when school is in session, you will receive an e-newsletter containing important information about the week ahead. We consider this a “must-read” to stay informed!

“MyMPH” Online Parent Portal

Find up-to-date information, photos, news, events, and important forms you and your student may need. Access the portal at mphischool.org and click on the “MyMPH” tab in the upper right corner.

MPH Directory

An annual directory with contact information for MPH families, faculty, staff, and administration. The first edition will be provided as a hard copy, followed by periodic updates via email.

Dean Alex Leclercq’s Blog

The Dean of Students plays an important role in the Upper School, including running an advisory program to foster character development. Visit Dean Leclercq’s blog at mphdeanofstudents.blogspot.com.

NetClassroom

During your new student meeting, you will receive login credentials for NetClassroom, where you can easily access your student’s schedule, grades, and assignments throughout the school year.

Social Media

Get live updates on school happenings by liking MPH on Facebook and following MPH on Twitter. Many of our faculty members tweet and share real-time classroom updates.

Reflections

Once a year, in late fall, our alumni magazine will arrive in your mailbox. The magazine features stories about alumni and faculty accomplishments, news, and events.

Missing our communications?

Contact Jennifer Neuner, Director of Events & Communications, at jneuner@mphischool.org.

We look forward to meeting you!



Amy Terpinig Abdo, Assistant Division Head, Lower School

In the Lower School, we strive to facilitate our youngest learners with a sense of perspective and, from that, empathy. From character education to the study of an event in history, or a surprising science experiment result to learning a new language, we provide our students with multiple pathways for understanding and to make meaning. Lower School curriculum is designed to balance the importance of creativity and play while establishing a solid foundation of basic skills. We look forward to being a part of your child's journey of learning and discovery!



Kendall Hoekstra, Head of Lower & Middle Schools

Middle School is a time filled with lots of transition as students begin to take on an increased level of ownership over their school work and relationships. During this critically important stage in their development, we enable students to maintain their individual academic passions while fostering and supporting their new-found sense of independence. We also impart strong organizational, study, and leadership skills to support their learning and boost their self-confidence. We are excited to welcome new students, help them make connections, engage in deep learning, and have fun.



John Stegeman, Head of Upper School

Our rich, vigorous academic program inspires our students and promotes the critical development of their intellect. We are committed to teaching the whole child and recognize that adapting to a new school can bring a host of uncertainties for adolescents. We have created a warm, welcoming learning environment, and I am confident your child will feel right at home in no time. From the Freshman Seminar to the Senior Thesis Project, the Upper School program is designed to engage and empower students to take ownership of their education, their lives, and the future.

Division Heads meet individually with new families during the summer to get to know new students personally, and to ensure a smooth transition to MPH. Many logistics, including course scheduling, are discussed during this meeting. The Assistant to Division Heads, Juhee LaHaye, emails all new families during the summer to arrange for their personal meeting.

Visit the MyMPH portal



"MYMPH" PORTAL

Stay informed and connected year-round!

The MyMPH portal is your one-stop resource for parents and students in all divisions. From the portal, you can easily find information and forms that you or your child may need throughout the school year. To access the portal, visit mphschool.org, and click on the MyMPH tab in the upper right corner.

The portal is your gateway to important information, such as:

- Supply lists
- Dress code
- Lunch menu
- Summer assignments
- Health forms
- Athletic schedules and registration
- MPH Parent-Student Handbook
- Parents' Association
- Photos



MPH

ATHLETICS

Being a Trojan:

How MPH students build expertise and endurance

Our inclusive athletic program ensures that all students have the ability to participate on our dynamic and competitive teams. And, we consider the athletic program to be a great physical complement to the MPH classroom experience because we know that character development and critical thinking skills are best developed both inside the classroom and on the field.

Scholastic sports begin at the Modified level and are open to students in grade 7 or higher. A list of fall season sports is provided below (for a complete list of athletic offerings by season, visit mphischool.org and click on Academics). Parents and students are welcome to contact Athletic Director Jim Ryan with questions or for more information at jryan@mphischool.org.

Upper School fall sports

- Varsity Cross Country, Boys & Girls
- Varsity Soccer, Boys & Girls
- JV Soccer, Boys
- Varsity Tennis, Girls

Middle School fall sports

- Modified Cross Country, Boys & Girls
- Modified Soccer, Boys & Girls

* Take note!

Junior Varsity and Varsity fall practices begin on August 17, and Modified practices begin the first day of school. If your child is interested in a fall sport at the JV or Varsity level, please register them online using the MyMPH portal and be sure to submit the Sports Participation Form to the Health Office.

Show your spirit!



Every Friday is a Spirit Day at MPH. Students are encouraged to show their school pride and are allowed to dress down, provided they wear the School's athletic colors (red and white) or MPH-logo gear.

MPH apparel is available year-round in the Campus Shop, and through an online athletic store open several times throughout the school year.

Every parent is a vital part of our community



On behalf of the Parents' Association (PA), welcome to the MPH community and to the Parents' Association. We are here to support and guide you through your journey at MPH and I invite you to become an active member of our community. Your involvement is invaluable.

The PA hosts many fun and rewarding volunteer opportunities throughout the year that allow you to connect with other MPH families, including:

- Monthly general meetings
- Community building special events
- A Parent Ambassador program to welcome new families
- Campus Shop staffing
- Educational opportunities
- Fundraising events

We look forward to getting to know you and hope that you enjoy your MPH experience. Please join us, share your talents, and in the process, create lasting friendships. If I can be of assistance at any time, please do not hesitate to contact me.

Shelbi Pisciarino

A handwritten signature in black ink, appearing to read 'Shelbi Pisciarino'. The signature is fluid and cursive.

Parents' Association President

papresident@mphschool.org

About the Parents' Association:

Every parent/guardian of an MPH student is automatically a member of the Parents' Association. There are no dues or fees associated with membership.

The PA is led by an Executive Committee which is guided by the PA bylaws. Our Executive Committee consists of the President, Vice-President, Treasurer, and Secretary.

Other leadership positions include: Lower School Room Parents, Middle & Upper School Coordinators, Campus Shop Manager, Athletic Booster Club President, Benefit Chair & Friends of the Arts Chair.

Mission Statement:

To engage, inspire and energize MPH parents to build and maintain a strong sense of community and to actively support the School's overall goals and mission through participation, idea sharing and positive communication with each other and administration.

Additionally, using profits from the Campus Shop, we support the school through grants submitted by faculty, staff and students. Past grants the PA has funded include resources for multiple clubs, educational enrichment, technology, and STPs (Senior Thesis Projects).



Each child's education is the larger community's responsibility. At MPH, parents take that responsibility especially seriously—while having fun sharing their time and talent. Our active Parents' Association provides an essential support system for MPH students, teachers, and staff. By getting involved, you make the most of the opportunities to meet other parents and become an active part of School life.

Room Parents (LS) or Division Coordinators (MS & US) will communicate via email to keep you informed of upcoming events and activities.

Welcome Back Coffee: Held at the Kreitzberg Family Alumni Lodge on campus after drop off on the first day of school.

General Meetings: Meetings are held on the third Wednesday of the month at 8:15 a.m in the Knox Farmhouse Boardroom. *Please join us for our first meeting of the year on September 20, 2017.*

Most meetings include a speaker on a topic relevant to parents, business portion, and committee updates. Visit the MyMPH portal for meeting dates.



Supporting our students, faculty and programs



Welcome to MPH!

If you are new to independent education, you may be wondering about the role of development. Unlike public schools, MPH does not receive state or federal funding, and therefore, we rely upon our community—alumni, grandparents, former and current parents, and friends—to invest in our students by making a gift each year to support MPH Rising, our annual campaign.

This fall, you'll receive communications asking for your support of our annual fund, MPH Rising, and I hope you'll choose to participate. The MPH Rising fund is not just about the dollars raised, but rather, the level of participation.

When I am travelling, meeting with alumni, they often inquire about the percentage of parent participation to MPH Rising, and they consider this to be a strong indicator that the School is successfully achieving its mission. To a donor, a strong parent participation rate can be influential in their decision to support our School.

I would also like to highlight the role of Alumni Relations at MPH. We boast a strong, distinguished alumni community that spans generations, industries, and the globe. Our full-time Alumni Relations Associate is solely dedicated to cultivating alumni relationships and forging connections between current students and the students who came before them. We are always happy to connect our students with a relevant member of the alumni community for everything from job shadowing, to questions about colleges or universities of interest, or to just simply connect about a professional path. Your enrollment at MPH means your son or daughter has joined an extremely supportive alumni community and I encourage them to utilize this great resource.

I hope during this year you'll find a way to get involved in the greater MPH community. Whether you attend our Annual Spring Benefit, attend Parents' Association meetings, make a gift to MPH Rising, or volunteer in the Campus Shop, there are so many ways to put your time, talent, and treasure to great use supporting our students.

Thank you and welcome to MPH!

Kelly Gillis-Rose
Director of Development
kgillis-rose@mphschool.org
(315)446-2452, XII2

The MPH Experience

Useful terms for new families

After Hours

After school program for students in grades 6-8 held in the Knox Farmhouse classroom. Middle School students are required to be supervised at all times while on campus. After Hours runs from dismissal to 6:00 p.m. and allows students to remain on campus after school for the full afternoon or for partial periods of time. Information on the program is available on our website.

Alumni Weekend and Clambake

The Clambake is the highlight event of MPH Alumni Weekend, which occurs annually in early June. Visiting alumni can reconnect with their School and with each other, while participating in a variety of events held on- and off-campus. Every other year, an Athletic Hall of Fame ceremony is held to recognize alumni, coaches, and teams who have contributed to the School's strong sports legacy.

Annual Giving

Annual gifts ensure MPH stays at the forefront of independent education. They help us build a path for all qualified students to participate in our

leading edge programs taught by our dedicated professionals. The annual giving campaign is called "MPH Rising," and our goal is 100% participation by parents, faculty, and staff.

Back to School Picnic

Scheduled for the Thursday before school begins, the picnic is for the entire MPH community. It provides a chance for new and returning families to meet and connect with teachers, students, and each other before the school year officially begins.

Campus Shop

The Campus Shop is open from 9:30 a.m.-3:30 p.m. and is located in the Phoenix Student Center. Various school supplies, MPH clothing and accessories can be purchased here, as well as snacks and beverages for students in Middle and Upper School.

Closing Ceremonies

MPH celebrates not only the graduation of each year's senior class, but also recognizes students' progression to another stage in their school career. Therefore, the last week of school is

filled with closing ceremonies: PreK & K, Fifth Grade and Middle School Closing Ceremonies, Baccalaureate & Commencement.

Clubs and Activities

A wide variety of after school extracurricular activities, in all divisions, that keep our students active and engaged after the school day ends. Offerings change regularly and consist of academic, arts, and athletic activities. Visit mphischool.org/community/clubs-activities for more information or to register.

Divisions

Manlius Pebble Hill is comprised of three separate divisions; Lower (PK-grade 5), Middle (grades 6-8) and Upper (grades 9-12), each with a division head. Head of School Jim Dunaway oversees all three divisions in addition to admissions and business operations.

Dress Down Days

Usually the third Wednesday of each month, when students are allowed to wear denim, hoodies, t-shirts and athletic clothing.

Extended Day

After school program for students in

PreK through grade 5, held in the Center for Early Learning. It runs from dismissal to 6:00 p.m. and allows Lower School students to remain on campus after school for the full afternoon or partial periods of time.

FACTS Tuition Management

MPH partners with FACTS Tuition Management to offer families an on-line payment portal and a variety of payment plans for tuition and other school-related charges. All families create a FACTS account at the time of enrollment, which allows them to view their account and payment options online anytime.

Financial Assistance

MPH offers financial assistance as part of its Flexible Tuition Program, intended to help enroll bright, qualified students whose families are unable to afford the full cost of tuition. Nearly 40 percent of MPH families receive financial assistance to attend MPH.

Grandparents and Special Friends Day

MPH believes that extended families play an important role in the development of children. Therefore, it is important to include grandparents in

the MPH community. In the fall, grandparents and special friends of Lower and Middle School students are invited to spend part of the day at MPH.

Handshake Ceremony

A tradition passed down from the Manlius School, the ceremony occurs on the first day of school to formally usher in the start of a new school year. After a brief assembly to welcome the entire student body, MPH faculty and staff line up outdoors, and every student walks through the line to shake the hand of every faculty and staff member. The Senior class leads the students through the line, then joins the faculty and staff to shake the hand of fellow students.

MPH Benefit

Our annual fundraiser to support MPH, sponsored by the Parents' Association. This adults-only event typically includes a silent auction, dinner, and entertainment.

Palladium

The MPH student handbook, outlining expectations of MPH culture and conduct. A condensed version of the MPH Parent & Student Handbook, it is distributed at the start of the year to all students in Middle and Upper School.

the Pebble

A magazine published twice a year by the students of Journalism Workshop. It is also available online at thepebblemag.com. The American Scholastic Press Association recently awarded *the Pebble* a First Place Award in its annual national school publication contest.

Program Night

This parents-only event, held in early fall, is your opportunity to meet your child(ren)'s teachers and learn about the curriculum and expectations for the school year.

Rebate Programs

An easy way to support MPH! There is no cost to you or the school. Simply register with escrip.com and smile.amazon.com and choose MPH as your organization to support.

Red and White Day

Our track and field day for students in PreK through grade 8, held annually on a Friday in May. Every family, upon admission to MPH, is assigned a color, either red or white. Students are divided into red and white teams, each led by a faculty member, and participate in track and field events. Parent attendance is

encouraged as there are games for parents and students to enjoy together, as well as a festive picnic lunch.

Spirit Fridays

Students may dress down on Fridays if they wear MPH gear or MPH colors.

Summer Programs

Available to students of all ages, our Summer Programs include over 60 course offerings, a two-week theater program, and a full range of academic enrichment courses to prepare your child for the year ahead. Registration is available online, or through our Community Programs office.

Trojan

Our school mascot.

Winter Carnival

The week before winter break leads up to Winter Carnival for students in grades 5-12. Each day is assigned its own theme, and students are encouraged to dress accordingly for the theme. Classes compete against each other in a series of fun, outdoor winter games.

