



# HARPURSVILLE

CENTRAL SCHOOL

BELIEVE • EMPOWER • ENGAGE

2023-24

CALENDAR

## District communication guidelines

Frequently, parents and other community members request help in knowing the best way to communicate with the school. The chart below will serve as a helpful resource. By contacting the following people in the prescribed order, you can be assured that your questions will be answered.

For questions about	1st contact	2nd contact	3rd contact	4th contact	5th contact
<b>Academics</b>	Teacher	Guidance Counselor	Principal	Assistant Superintendent	Superintendent
<b>Athletics</b>	Coach	Athletic Director	Principal	Assistant Superintendent	Superintendent
<b>Behavior</b>	Teacher	Guidance Counselor	Principal	Superintendent	
<b>BOE Policies</b>	District Clerk	Superintendent	Board of Education		
<b>Budget</b>	Business Admin	Superintendent			
<b>Building Use</b>	Admin Assistant	Principal	Superintendent		
<b>Cafeteria</b>	Director of Food Services	Business Admin	Superintendent		
<b>Classroom Procedures</b>	Teacher	Principal	Assistant Superintendent	Superintendent	
<b>Bus Behavior</b>	Bus Driver	Head Bus Driver	Principal	Superintendent	
<b>Co-Curricular</b>	Advisor	Principal	Assistant Superintendent	Superintendent	
<b>Facilities</b>	Director of Facilities	Business Admin	Superintendent		
<b>Health Office</b>	Nurse	Principal	Superintendent		
<b>Scheduling</b>	Guidance Office	Principal	Assistant Superintendent	Superintendent	
<b>Special Education</b>	Teacher	CSE/CPSE Chairperson	Principal	Assistant Superintendent	Superintendent
<b>Transportation</b>	Head Bus Driver	Business Admin	Superintendent		

## Harpursville Central School District directory

**District Office ..... (607) 693-8112**

### **Board of Education**

#### **Heath Georgia, Superintendent**

Tabaitha Rhodes, Exec. Asst./District Clerk

#### **Assistant Superintendent (607) 693-5713**

Sarah Miller, Asst. Supt. of Instruction

Melanie Allen, Admin. Assistant

#### **Business Office ..... (607) 693-8120**

Joseph McLaughlin, Business Official

Amanda Loihle, Personnel Clerk

#### **Special Education ..... (607) 693-8104**

Joshua Quick, CSE/CPSE Chairperson

Jennifer DeCamp, Admin. Assistant

#### **Jr/Sr High School ..... (607) 693-8105**

Kristine Conrow, Principal

Amy Walker, Admin. Assistant

#### **Guidance Office..... (607) 693-5734**

Karen Slesinsky, Jr/Sr HS Counselor

Megan Harrington, Jr/Sr HS Counselor

Cassandra Bakley, Admin. Assist.

#### **Attendance/Registration (607) 693-8108**

Jill Andrews, Student Records

#### **W.A. Olmsted Elementary (607) 693-8115**

Donna Marsh, Principal

Jessica Moore-Hovancik, Admin. Assistant

#### **Health Offices**

Rebecca Adolf (Jr Sr HS) (607) 693-8118

Laura Berkeley ..... (Elm) (607) 693-8119

#### **Athletics ..... (607) 693-8133**

Joshua Quick, Athletic Director

#### **Social workers:**

Julianna Cox . (607) 693-8105 ext. 4102

Stacy Liciandrello (607) 693-8115 ext. 3313

#### **Food Services ..... (607) 693-8126**

Norene Tasber, Director of Food Services

#### **Transportation ..... (607) 693-8100**

Dennis Symons, Head Bus Driver

Joseph McLaughlin, Business Official

#### **Buildings & Grounds ... (607) 693-8121**

Ed Livermore

#### **Family & Children's ..... (607) 693-8123**

Fabienne Lescouflair, Clinician

## Emergency closing, delays and cancellations

In the event of an emergency closing, school delay or cancellation, the latest updates will be available on the following radio and TV stations:

#### **Television:**

News Channel 34

WBNG-TV 12

WICZ/Fox 40

Updated information can also be found on the district website:

[www.hcs.stier.org](http://www.hcs.stier.org)

We now use the school app for emergency notifications, which can be found in the iTunes and Android app stores under "Harpursville CSD".

Additionally, we use the "All Call" system to contact parents, faculty and staff with important information such as delays and closings.





The Harpursville Central School District does not discriminate on the basis of race, color, religion, creed, national origin, gender, sexual orientation or disability in the employment and educational opportunities it offers, including the vocational education opportunities available.

The district further gives notice that it does not discriminate on the basis of handicap in admission or access to its programs and activities, including vocational education programs.

Inquiries regarding these policies may be referred to any of the following Title IX Coordinators:

Elementary Principal Donna Marsh .....693-8115  
High School Principal Kristine Conrow .....693-8105

## Title I - No Child Left Behind

Dear parents:

As required by the No Child Left Behind law, parents of children who attend a Title I school are entitled to the following information regarding their child's classroom teachers and paraprofessional staff.

- Parents may request information regarding the professional qualifications of their child's classroom teachers(s) and paraprofessionals who may be providing services to their child.
- The information will reveal whether the teacher has met state qualifications and licensing criteria for the grade level and subject areas in which the teacher provides instruction.
- The information will also reveal whether the teacher is teaching under emergency or other provisional status.
- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher and the field of discipline of the certification or degree.
- Qualifications of paraprofessionals who are providing academic services to their child may also be requested.

If you wish to obtain the aforementioned information, please contact your child's building principal or the superintendent of schools.

### Dignity act coordinators

The Harpursville Central School District (HCSD) is committed to providing an educational and working environment that promotes respect, dignity, and equality. The Board of Education recognizes harassment, hazing and bullying are detrimental to student learning and achievement. Such behaviors affect not only the students who are targeted, but also those individuals who participate and witness such acts. Therefore, all forms of harassment, discrimination, hazing, and bullying are prohibited on school grounds, school busses and at all school-sponsored activities, programs and events including those that take place at alternate locations.

In support of the district's efforts, HCSD has implemented components of the Olweus Bullying Prevention Program (OBPP), Character Strong, and/or Restorative Practices. These approaches are comprehensive, school-wide programs designed and evaluated for use in elementary, middle, or

junior high schools designed to improve peer relations and make schools safer, more positive places for students to learn and develop. Goals of these programs include:

- Reducing existing bullying problems among students
- Preventing the development of new bullying problems
- Achieving better peer relations at school

Inquiries regarding the district's bullying prevention program should be referred to any of the following dignity act coordinators:

**W.A. Olmsted Elementary –Donna Marsh, principal**

**Jr. Sr. High School - Kristine Conrow, principal**

**District level – Heath Georgia, superintendent**



Presley Locke



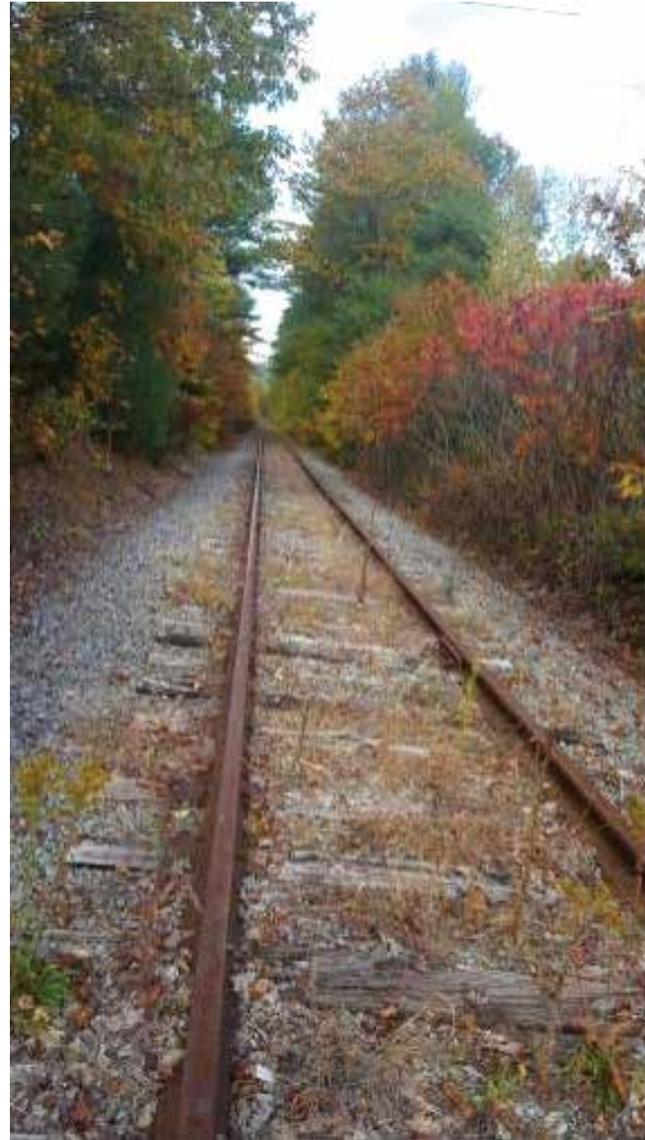
Abbygayl Barbuchak

Abbygayl Barbuchak

# 2023 SEPTEMBER

August 2023												October 2023						
												1	2	3	4	5	6	7
6	7	8	9	10	11	12						8	9	10	11	12	13	14
13	14	15	16	17	18	19						15	16	17	18	19	20	21
20	21	22	23	24	25	26						22	23	24	25	26	27	28
27	28	29	30	31								29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
ALL dates subject to change					1	2
	3	4 NO SCHOOL Labor Day	5 6 Superintendent's Conference Days		7 First Day For Students	8
10	11	12	13	14	15	16
17	18 Underclassmen Picture Day (Retakes 11/2)	19	20 Board of Ed Mtg. 6PM	21	22	23
24	25 Homecoming week begins	26	27	28	29	30 HOMECOMING



Photos by Adriana Hartman

# 2023 OCTOBER

September 2023

						1	2
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	

November 2023

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1  ATTENDANCE AWARENESS MONTH	2	3	4	5  15-minute Mandatory Early Release	6  NO SCHOOL  Superintendent Conference Day	7
8	9  NO SCHOOL  Columbus Day	10	11  Board of Ed Mtg. 6PM	12	13	14
15	16	17	18	19	20  11:30 AM Dismissal PD teachers	21
22	23	24	25	26	27	28
29	30	31  Halloween				



Photos by Jessalyn Powell



# 2023

# NOVEMBER

October 2023

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

December 2023

					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
		Senior Portraits		11:30 AM Dismissal End of MP 1	NO SCHOOL  Veterans Day	
12	13	14	15	16	17	18
			Board of Ed Mtg. 6PM		11:30 AM Dismissal P/T Conferences PLAY - Superfreaks 7 PM	PLAY - Superfreaks 7 PM
19	20	21	22	23	24	25
			Thanksgiving Recess NO SCHOOL			
				Thanksgiving Day		
26	27	28	29	30		



Photos by  
Gabrielle Pawela



# 2023

# DECEMBER

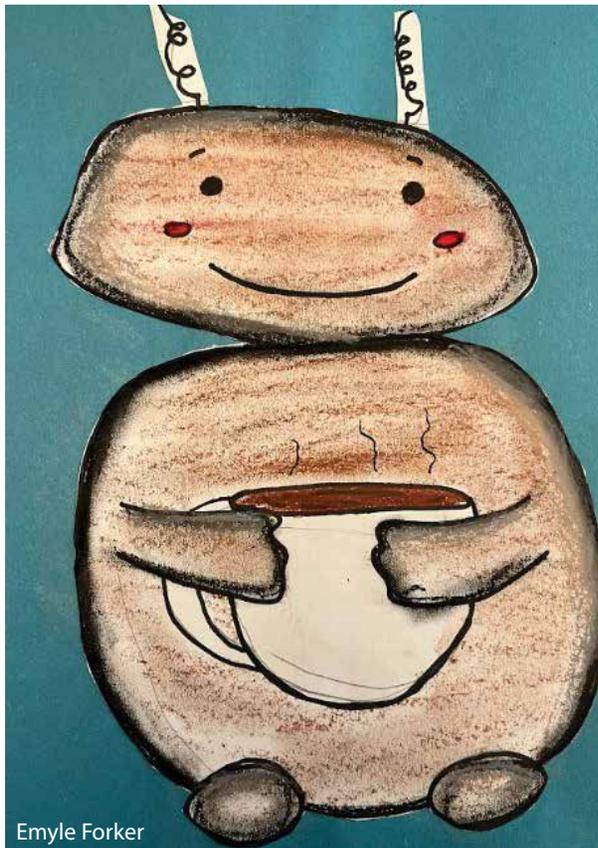
November 2023

		1	2	3	4
5	6	7	8	9	10
11	12	13	14	15	16
17	18	19	20	21	22
23	24	25	26	27	28
29	30				

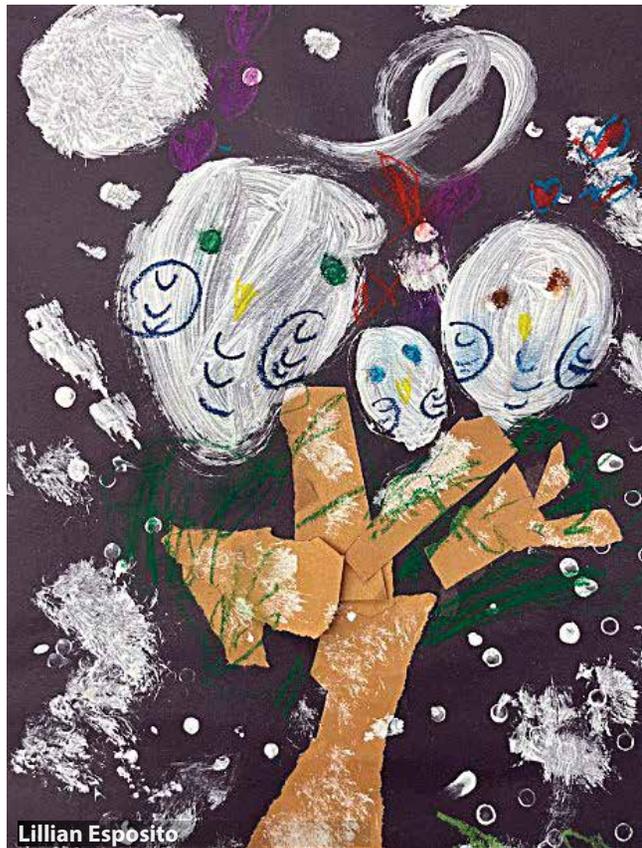
January 2024

1	2	3	4	5	6
7	8	9	10	11	12
13	14	15	16	17	18
19	20	21	22	23	24
25	26	27	28	29	30
31					

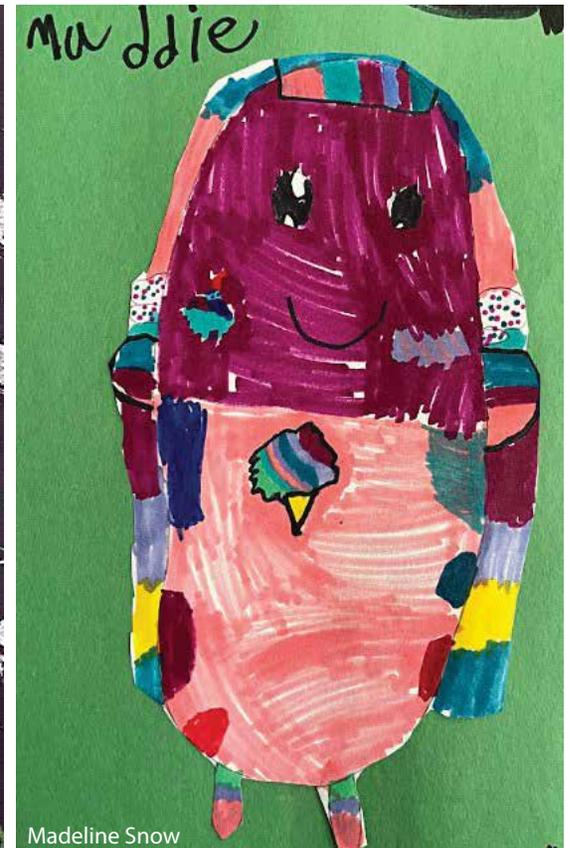
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1  11:30 AM Dismissal P/T Conferences	2
3	4	5	6	7	8	9
10	11	12	13  Board of Ed Mtg. 6PM Jr/Sr High Club Pictures	14	15  Winter Concert Grades 5-12 6:30 PM	16
17	18	19	20	21	22  WINTER RECESS NO SCHOOL	23
24	25	26	27	28	29	30
31 New Year's Eve	WINTER RECESS NO SCHOOL					
	Christmas					



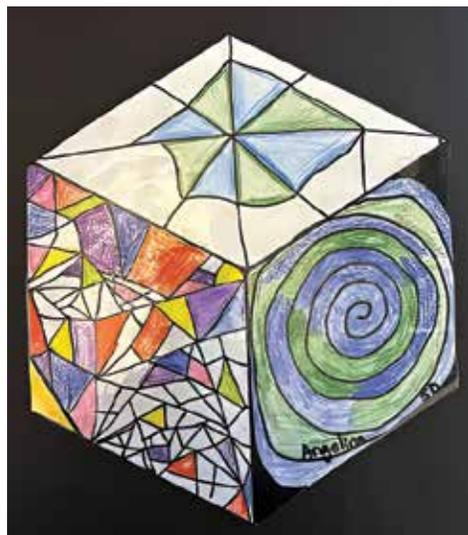
Emyle Forker



Lillian Esposito



Madeline Snow



Angelina Quaglia



Benjamin Storrs



Aubrey Smith

# 2024

# JANUARY

December 2023										February 2024							
									1	2	1	2	3				
3	4	5	6	7	8	9					4	5	6	7	8	9	10
10	11	12	13	14	15	16					11	12	13	14	15	16	17
17	18	19	20	21	22	23					18	19	20	21	22	23	24
24	25	26	27	28	29	30					25	26	27	28	29		
31																	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
	WINTER RECESS NO SCHOOL					
	New Year's Day					
7	8	9	10	11	12	13
			Board of Ed Mtg. 6 PM			
14	15	16	17	18	19	20
	NO SCHOOL					
	Martin Luther King Jr. Day					
21	22	23	24	25	26	27
		REGENTS EXAMS				
					11:30 AM Dismissal End of MP 2	
28	29	30	31			



Leigha Wolbert



Kaleb Nazel

# 2024 FEBRUARY

January 2024  
 1 2 3 4 5 6  
 7 8 9 10 11 12 13  
 14 15 16 17 18 19 20  
 21 22 23 24 25 26 27  
 28 29 30 31

March 2024  
 1 2  
 3 4 5 6 7 8 9  
 10 11 12 13 14 15 16  
 17 18 19 20 21 22 23  
 24 25 26 27 28 29 30  
 31

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2  11:30 AM Dismissal PD teachers	3
4	5	6	7  Board of Ed Mtg. 6PM	8	9	10
11	12	13	14	15	16  NO SCHOOL	17
18	19  NO SCHOOL President's Day	20	21	22  Tentative French is Fun Night	23	24
25	26	27	28	29		

# HS/MS September 2023 Menu

Monday	Tuesday	Wednesday	Thursday	Friday
<p><b>Weekly Sandwiches:</b>  <b>M,W,F:</b> Turkey/Cheese  <b>T,Th:</b> Ham/Cheese  <b>Daily:</b> PB&amp;J or Yogurt Lunch</p> <p><b>Milk Choices:</b>                      Unflavored—1% &amp; Fat Free                      Chocolate— 1%</p>				<p style="text-align: right;"><b>1</b></p>
NO SCHOOL				
<p style="text-align: right;"><b>4</b></p>	<p style="text-align: right;"><b>5</b></p>	<p style="text-align: right;"><b>6</b></p>	<p style="text-align: right;"><b>7</b></p> <p><i>Breakfast Break WAO</i>  <i>Fr. Toast Sticks MS/HS</i></p> <p style="text-align: center;"><b>NY THURSDAY</b></p> NY Hot Dog on a roll Chicken Spiedie MS/HS NY Corn / Baby Carrots NY Grape Juice/NY Apple	<p style="text-align: right;"><b>8</b></p> <p><i>Breakfast Breaks WAO</i>  <i>Hornet Muffin MS/HS</i></p> Wild Mikes Pizza Garden Salad w/chickpeas Assorted Fruit
NO SCHOOL				
<p style="text-align: right;"><b>11</b></p> <p><i>Mini Cinni/Juice</i></p> Popcorn Chicken w/roll Mashed Potatoes Glazed Carrots NY Apple	<p style="text-align: right;"><b>12</b></p> <p><i>Breakfast Bread/Fruit</i></p> NY Chicken Mac & Cheese Garlic Breadstick Broccoli NY Apple Slices	<p style="text-align: right;"><b>13</b></p> <p><i>Brk. Bagel Pizza/Juice</i></p> Fr. Toast Sticks Sausage Patty Potato Tots Veggie Cup Baby Carrots/Orange (Popcorn Chicken Salad)	<p style="text-align: right;"><b>14</b></p> <p><i>Snack'n waffle/Fruit</i></p> Breaded Mozz. Sticks w/side of pasta Cucumbers NY Juice Chilled Fruit	<p style="text-align: right;"><b>15</b></p> <p><i>Breakfast Break WAO</i>  <i>Hornet Muffin MS/HS</i></p> Stuffed Crust Pizza Garden Salad w/chickpeas Assorted Fruit
<p style="text-align: right;"><b>18</b></p> <p><i>Mini Bagels</i>  <i>Juice</i></p> Cheeseburger on a roll w/lettuce & tomato Sw. Potato Fries Green Beans NY Apple	<p style="text-align: right;"><b>19</b></p> <p><i>Cinnamon Roll</i>  <i>Fruit</i></p> <p style="text-align: center;"><b>NY TUESDAY</b></p> NY Taco's w/toppings Seasoned Rice Corn Chilled Fruit	<p style="text-align: right;"><b>20</b></p> <p><i>Brk. Pizza/Fruit</i></p> Lupo's Spiedie Sub Salt Potatoes Veggie Cruncher Cup Baby Carrots Banana (Chef Salad)	<p style="text-align: right;"><b>21</b></p> <p><i>Fr. Toast Sticks</i>  <i>Juice NY</i></p> <p style="text-align: center;"><b>THURSDAY</b></p> Pasta w/NY Meatballs Garlic Breadstick NY Tomato & Cucumbers NY Juice/NY Applesauce	<p style="text-align: right;"><b>22</b></p> <p><i>Hornet Muffin all schools</i></p> Homemade Pizza Garden Salad w/chickpeas Assorted Fruit
<p style="text-align: right;"><b>25</b></p> <p><i>Frudel</i>  <i>Juice</i></p> Chicken Nuggets w/roll Mashed Potatoes Glazed Carrots NY Apple	<p style="text-align: right;"><b>26</b></p> <p><i>Breakfast Bread</i>  <i>Fruit</i></p> NY Meatball Sub Fries Mixed Vegetables Chilled Fruit	<p style="text-align: right;"><b>27</b></p> <p><i>Brk. Bagel Pizza</i>  <i>Fruit</i></p> Grilled Cheese Sand. Tomato Soup Veggie Cup Baby Carrots Banana (Southwest Chicken Salad)	<p style="text-align: right;"><b>28</b></p> <p><i>Snack'n waffle</i>  <i>Fruit</i></p> <p style="text-align: center;"><b>NY THURSDAY</b></p> Pasta w/NY Meat sauce Garlic Breadstick Cheesy NY Cauliflower NY Juice/NY Pear	<p style="text-align: right;"><b>29</b></p> Breakfast Break WAO Hornet Muffin MS/HS                     Nardone Wedge Pizza Garden Salad w/chickpeas Assorted Fruit



Heath Georgia  
**Superintendent of Schools**  
PO Box 147 • 54 Main Street  
Harpurville, NY 13787  
(607) 693-8112 -- Phone  
(607) 693-1480 -- Fax

September 2023

Dear Parents/Guardians:

Please find enclosed an application requesting voluntary information regarding your household income. Our district is very fortunate to be able to offer breakfast and lunch at NO cost to all students in the Harpurville Central School District, regardless of income. The state requires the district to report the percentage of our families who are eligible to receive free or reduced meal pricing.

Please take a moment to complete this form and return it to the main office of your child's school. Your participation is essential in order for us to provide the Department of Education with the information it needs to ensure our schools will continue to receive critical state funding, including Title 1. These funding sources provide support for academic programs.

I encourage you to complete the enclosed form so that our reporting to state and federal agencies can be as accurate as possible. Low response rates may adversely impact other services the district is currently able to provide. Your help with this is greatly appreciated as we hope to continue to offer free meals in the future.

Sincerely,

A handwritten signature in black ink, appearing to read 'Heath Georgia', is written over a faint background watermark of a graduation cap.

Heath Georgia  
Superintendent of Schools

**Nondiscrimination Statement**

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-1-1-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

**mail:**

U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or

**fax:**

(833) 256-1665 or (202) 690-7442; or

**email:**

[program\\_intake@usda.gov](mailto:program_intake@usda.gov)

This institution is an equal opportunity provider.



## MENU OF PROGRAMS/INITIATIVES

The Rock on Café™ School Nutrition Program in Brockme and Tioga Counties are proud to offer kid approved menu items and entrees that taste great and are healthy too! The focus of the Rock on Café™ program is to offer healthier versions of foods that children like while being affordable and convenient.

### BREAKFAST AND LUNCH

- Rockin' Breakfast and Lunch options are available through the Rock on Café™ and meet USDA Meal Regulations:
  - Age-Appropriate Meals
  - Protein
  - Whole Grains
  - Variety of Fruits and Vegetables
  - Fat-Free or 1% Milk



### FARM TO SCHOOL

- Taste Tests
- Local Food Procurement
- Partnering with School Gardens and Growing Towers
- Community Partnerships

### NUTRITION EDUCATION

- Cooking Workshops with Students and Staff
- Food and Nutrition Presentations

### CATERING

- Special Events
- Teacher/Staff Breakfasts and Lunches



Check out school menus and nutrition information online through the My School Menus App or at [www.myschoolmenus.com](http://www.myschoolmenus.com)

PRE-PAY ONLINE with

[EZSchoolPay.com](http://EZSchoolPay.com)

*Deposit money directly into your student's account online!*



[www.rockoncafe.org](http://www.rockoncafe.org)

FIND US ON:





## PARENT/GUARDIAN CONSENT TO RELEASE ELIGIBILITY INFORMATION FOR FREE AND REDUCED PRICE MEALS

Dear Parent/Guardian:

If your child is eligible for free and reduced price meals, he/she also may be eligible for other benefits. To receive these benefits, you must provide written consent to permit school officials to give your name, address, and an indication that your household is eligible for free and reduced price meals, to representatives of certain programs. **Failure to sign a consent statement that will allow disclosure of this information will not affect your child's eligibility or participation in the school meals program.**

Some of the programs that may request names and eligibility information to be used to provide benefits, and for which parent/guardian consent is required, include: federal health insurance programs such as Medicaid or Children's Health Insurance program (CHIP), other federal programs, State programs, local health and education programs and other local activities. For example, the disclosure of children's eligibility for free and reduced price meals to determine eligibility for free text books, free band instruments, holiday baskets, school supplies, etc., or reduced fees for summer school or driver education programs, would require written consent by the child's parent/guardian.

If you wish to provide consent to release information contained in your child's free and reduced price meal application, to receive other benefits, please complete the attached consent statement.

Please call Rosa Shep at 607-766-3926 if you have questions.

Sincerely,  
Annie Hudock  
Sr. Food Service Director  
Enclosure (consent statement)

### **Nondiscrimination Statement:**

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
2. **fax:**  
(833) 256-1665 or (202) 690-7442; or
3. **email:**  
[program\\_intake@usda.gov](mailto:program_intake@usda.gov)

This institution is an equal opportunity provider.



## CONSENT TO RELEASE FREE OR REDUCED PRICE ELIGIBILITY INFORMATION

School officials may release information that shows that my child/children are eligible for free or reduced price meals to the following programs. I understand that the information will only be provided to the program(s) checked.

(Check the box next to the program area(s) you wish to release information to)

- State or federal programs such as the Youth Summer Work program or the Educational Talent Search Program.
- Local health and education programs and other local programs that provide benefits such as free textbooks or school supplies, free band instruments, or reduced fees for summer school or driver education.
- Community programs such as holiday baskets, summer arts and playground programs.

I understand that I will be releasing information that will show that my child/children are eligible for free and reduced price meals or free. I give consent to release my confidential information for the above named uses.

Child/Children:

---

---

---

I certify that I am the child's parent/guardian for whom the application was made.

Signature of Parent/Guardian: \_\_\_\_\_

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date: \_\_\_\_\_

Mail to:

**Harpursville CSD – Food Service Dept.**

**PO Box 147**

**Harpursville, NY 13787**

**Nondiscrimination Statement:**

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiocassette, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: [https://www.usda.gov/sites/default/files/documents/ad\\_3027.pdf](https://www.usda.gov/sites/default/files/documents/ad_3027.pdf), from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
2. **fax:**  
(833) 256-1665 or (202) 690-7442; or
3. **email:**  
[program\\_intake@usda.gov](mailto:program_intake@usda.gov)

This institution is an equal opportunity provider.

**Harpursville Central School District  
2023-24 Community Eligibility Provision (CEP)  
Household Income Eligibility Form**

Please provide the following information. All children in the school will receive meals at no charge regardless of household income and all information is confidential.

**List all children in your household who attend school:**

Student Name	School	Grade

**List all other family members, including non-school age children below. Include all income how much and how often they are paid (weekly, bi-weekly, twice per month, monthly). If there is no income, check the box for “no income”.**

Name of Household Member	Earnings from work before deductions Amount/How Often	Child Support, Alimony Amount/How Often	Pension, Retirement payments Amount/How Often	Other Income, Social Security Amount/How Often	No Income
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	

If anyone in the household receives SNAP, TANF or FDPIR benefits, list their name and case number here.

Name: \_\_\_\_\_ Case Number: \_\_\_\_\_

I certify that all of the information on this application is true, and that all income is reported. I understand that the information is being given so the school can receive federal funds. If I purposely give false information, I may be prosecuted under applicable State and federal laws.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



<b>DO NOT FILL OUT – FOR SCHOOL USE ONLY</b>	
<input type="checkbox"/> SNAP/TANF	
<input type="checkbox"/> Income Household Total: _____ / _____	Household Size _____
Signature of Reviewing Official: _____	

## DISCRIMINATION COMPLAINTS

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
2. **fax:**  
(833) 256-1665 or (202) 690-7442; or
3. **email:**  
[program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.





## Full Online Access to Your Student's Account

EZSchoolPay is the best way to stay up-to-date and informed about your student's account. Say goodbye to last-minute balance notifications, inconvenient in-person payment processes, and complicated transactions.

### EZSchoolPay Makes Meal Payments Easy

- **Add funds securely**, conveniently, and directly into student meal accounts at any time.
- **Set low balance alert notifications** for when the account drops below a customizable amount.
- **View student meal transactions**, the past 30 days of activity, and the account balance.
- **Use the app to make payments** on Apple and Android devices.
- **Make other school-related payments** including fees and dues.
  - Student activity fees
  - Club and team dues
  - Field trip payments



### Start Your Account Today

Starting your FREE ACCOUNT is as easy as scanning the QR code below with your mobile device or visiting [www.ezschooolpay.com](http://www.ezschooolpay.com)



[www.ezschooolpay.com](http://www.ezschooolpay.com)



Kaylee Biriki



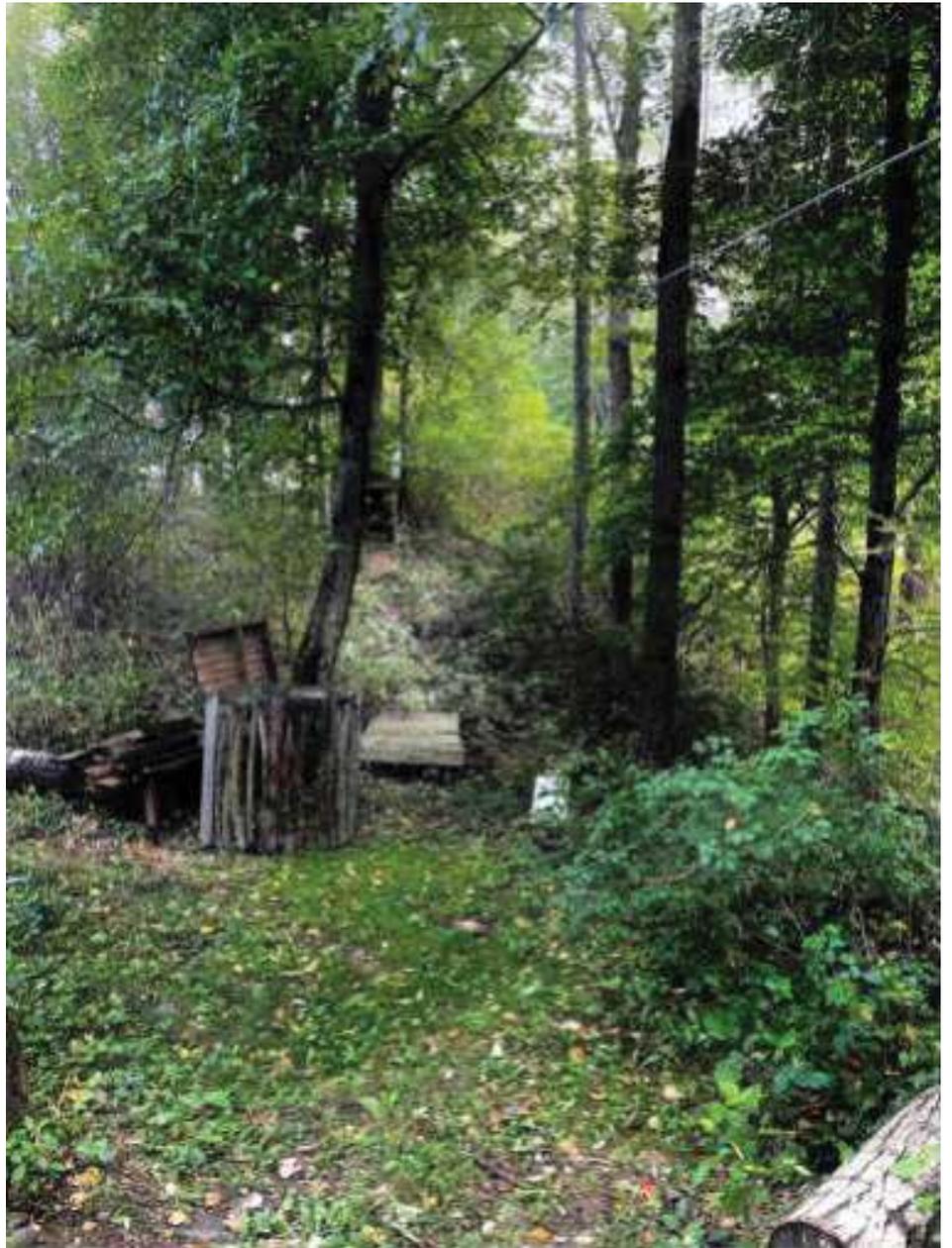
Leigha Wolbert

# 2024 MARCH

February 2024  
 1 2 3  
 4 5 6 7 8 9 10  
 11 12 13 14 15 16 17  
 18 19 20 21 22 23 24  
 25 26 27 28 29

April 2024  
 1 2 3 4 5 6  
 7 8 9 10 11 12 13  
 14 15 16 17 18 19 20  
 21 22 23 24 25 26 27  
 28 29 30

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6 Board of Ed Mtg. 6PM	7	8	9
10	11	12	13	14 NO SCHOOL Superintendent's Conference Day	15 NO SCHOOL	16
17	18	19	20	21 French Club to Proctor Theatre 8 AM - 8 PM	22	23
24 31	25	26	27	28	29 SPRING RECESS	30



Photos by Charlotte Quick

# 2024 APRIL

March 2024  
 1 2  
 3 4 5 6 7 8 9  
 10 11 12 13 14 15 16  
 17 18 19 20 21 22 23  
 24 25 26 27 28 29 30  
 31

May 2024  
 1 2 3 4  
 5 6 7 8 9 10 11  
 12 13 14 15 16 17 18  
 19 20 21 22 23 24 25  
 26 27 28 29 30 31

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
	NO SCHOOL - SPRING RECESS					
7	8	9	10	11	12	13
14	15	16	17	18	19	20
	Tentative: Grades 3-8 NYS ELA Testing 4/15-4/22				11:30 AM Dismissal End of MP 3	
21	22	23	24	25	26	27
	Board of Ed Mtg. 6 PM					
28	29	30				
		Tentative: Grades 3-8 NYS Math Testing 4/30-5/7				



Photo by Bella Ross

# 2024 MAY

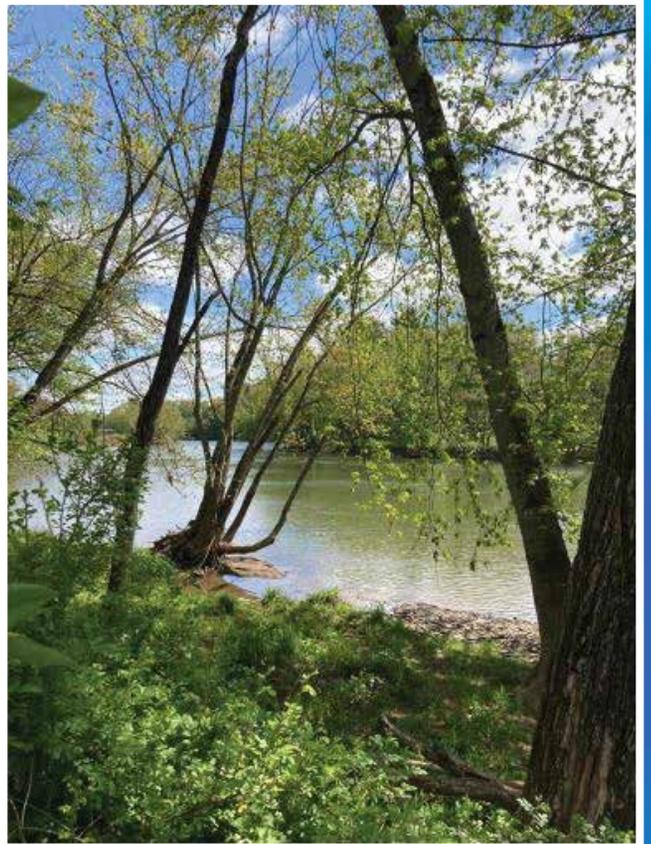
April 2024

	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

June 2024

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 Tentative: grades 3-8 NYS Math testing week 4/30-5/7	2	3 Musical – Mary Poppins 7 PM	4 Musical – Mary Poppins 7 PM
5 Musical – Mary Poppins 3 PM	6	7	8 Board of Ed Mtg. 6 PM	9	10 Top Ten Seniors Luncheon	11
12	13	14	15	16 National ART Honor Society Inductions 5:30-7:30 PM	17 Spring Concert Grades 5-12 6:30 PM	18 Junior Prom
19	20	21 BUDGET VOTE  Senior Cap & Gown Photos Jr/Sr Art Show 6-8 PM VOTE 1:30-8 PM -Elem.Gym	22	23	24 NO SCHOOL	25
26	27 NO SCHOOL  Memorial Day	28	29	30	31	

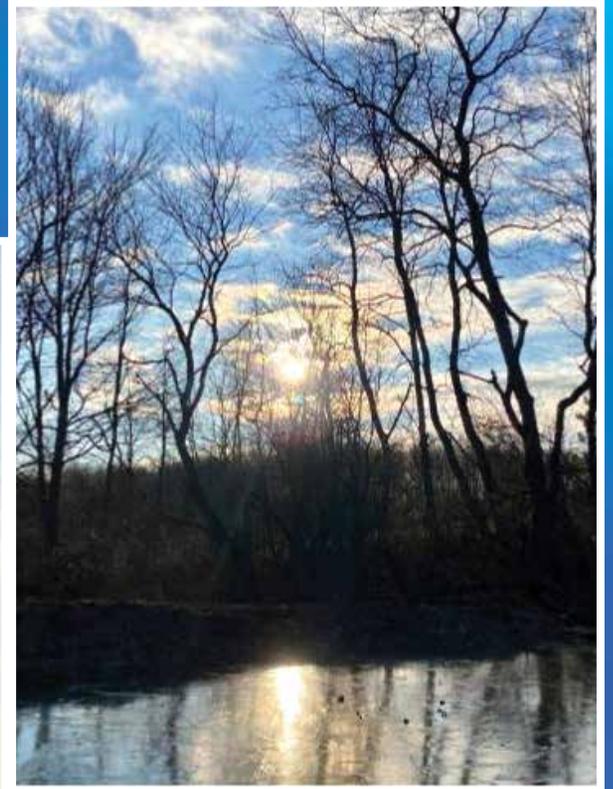
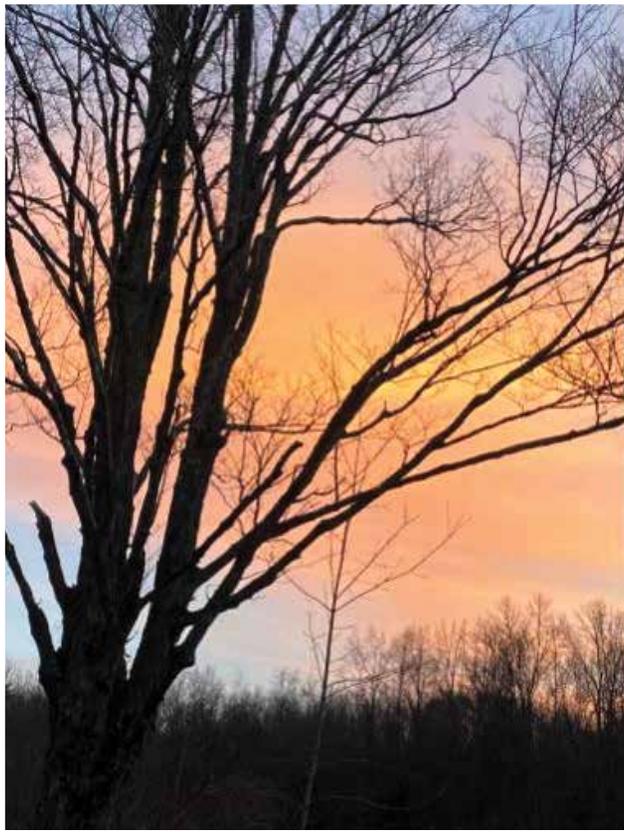


Photos by Emily Higgins

# 2024 JUNE

May 2024											July 2024						
											1	2	3	4	5	6	
5	6	7	8	9	10	11					7	8	9	10	11	12	13
12	13	14	15	16	17	18					14	15	16	17	18	19	20
19	20	21	22	23	24	25					21	22	23	24	25	26	27
26	27	28	29	30	31						28	29	30	31			

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
		<b>REGENTS EXAM</b>			Tentative: Moving Up Day Senior Trip	Senior Trip
9	10	11	12	13	14	15
Senior Trip			Board of Ed Mtg. 6 PM		<b>REGENTS EXAMS</b>	
16	17	18	19	20	21	22
	<b>REGENTS EXAMS</b>		<b>NO SCHOOL</b>	<b>REGENTS EXAMS</b>		
			Juneteenth			
23	24	25	26	27	28	29
	<b>REGENTS EXAMS</b>					
30				Class of 2024 Graduation Practice 4:15 PM Community Parade 5:30 PM Baccalaureate 6:30 PM		Graduation 9 AM



Photos by Leigha Wolbert



Adriana Hartman



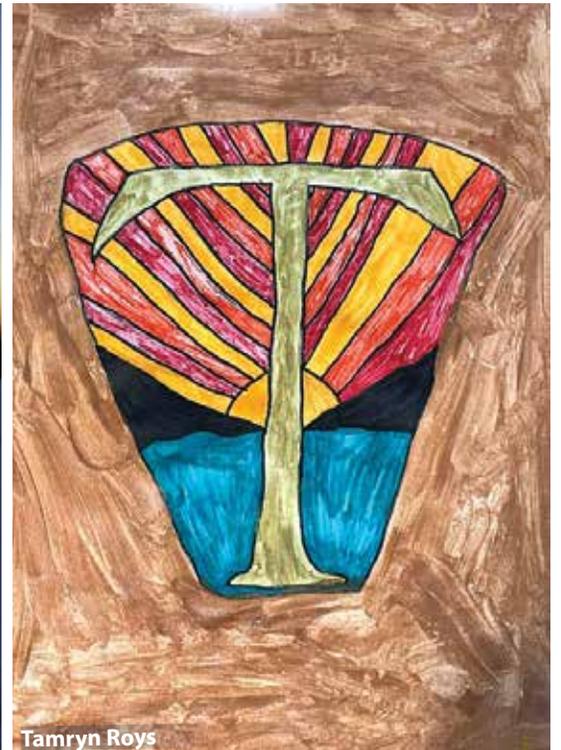
Bella Ross



Kaleb Nazel



Adriana Hartman



Tamryn Roys

# Notification of rights under FERPA for elementary and secondary schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older (“eligible students”) certain rights with respect to the student’s education records. These rights are:

1. The right to inspect and review the student’s education records within 45 days after the day the [School District as listed below] receives a request for access.

Parents or eligible students should submit to the school principal [or appropriate school official] a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

Parents or eligible students who wish to ask the [School District as listed below] to amend a record should write the school principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested

by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee,

such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student’s enrollment or transfer.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the [School] to comply with the requirements of FERPA. The name and address of the office that administers FERPA are:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202

## School Notice to Parents of Rights Under The Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA), a Federal Law, requires that [School District as listed below], with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child’s education records. However, [School District as listed below] may disclose appropriately designated “directory information” without written consent, unless you have advised the District to the contrary in accordance with district procedures. The primary purpose of directory information is to allow the [School District as listed below] to include this type of information from your child’s education records in certain school publications.

Examples include:

- A playbill showing your student’s role in a drama production;
- The annual yearbook;
- Honor roll and other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent’s prior written consent. Outside orga-

nizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, the New York State Education Law § 2-1 and two federal laws require school districts receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with student names, addresses and telephone listings – unless parents have advised the school district that they do not want their student’s information disclosed without their prior written consent.

If you do not want [School District as listed on next page] to disclose some or all directory information from your

child's education records without your prior written consent, you must notify the district in writing within 30 days after the publication of this notice. School District as listed below has designated the following information as directory information: [Note: a School District as listed below may, but does not have to, include all the information listed below.]

1. Student's name
2. Address
3. Telephone listing
4. Electronic mail address
5. Student's Image, including video
6. Date and place of birth
7. Major field of study
8. Dates of attendance
9. Grade level
10. Participation in officially recognized activities and sports
11. Weight and height of members of athletic teams
12. Degrees, honors, and awards received
13. The most recent educational agency or institution attended

See the list below of the disclosures that elementary and secondary schools may make without consent.

FERPA permits the disclosure of PII from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, §99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student –

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency in the parent or eligible student's State (SEA). Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to §99.38. (§99.31(a)(5))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information the school has designated as "directory information" under §99.37. (§99.31(a)(11))

#### **FERPA contact**

Heath Georgia, Superintendent of School

**Harpursville Central School District**

P.O. Box 147

Harpursville, NY 13787



# HCS D plain language Code of Conduct

## Student dress code

All students are expected to follow the dress code at school and at school functions. Teachers and all other district personnel should exemplify and reinforce acceptable student dress and help students to develop understanding of appropriate appearance in the school setting.

The administration will do everything in their power to enforce the dress code with as little to no disruption to student's class time. All students dress, grooming and appearance, including hair style, jewelry, make-up, and nails shall:

1. Be safe, appropriate and not disrupt or interfere with the educational process.
2. All clothing should not expose any body parts (while sitting or standing), such as side, chest, stomach, back and rear-end. All shirts must have at least one strap covering each shoulder, including bra/bra- straps. Camisoles should not be worn by themselves, another garment should be worn with them.
3. The following will not be tolerated: a plunging neckline (front or back), crop tops, see-through garments (unless also worn with a non-see-through garment).
4. Students must wear footwear at all times, lack of shoes is considered a safety issue (bare feet, or socks).
5. Any headwear may not be worn in the building except for a medical or religious purpose. All hats should be left in the student's locker. Headbands are not considered headwear and will be allowed.
6. Any spiked jewelry or collars are not to be worn.
7. Items (clothing and/or jewelry) that are vulgar, obscene, and are vilifying or degrading of others on account of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender and/or sex will not be tolerated.
8. Items (clothing and/or jewelry) should not promote and/or endorse the use of alcohol, tobacco, illegal drugs, or violent activities, vulgar language on your clothing or jewelry will not be tolerated. Students should not wear any type of costume (clothing, headwear, masks, or face paints), unless given specific permission from an administrator.

Each building principal or his or her designee shall be responsible for informing all students and their parents of the student dress code at the beginning of the school year and any revisions to the dress code made during the school year. Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item and, if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline, up to and including in-school suspension for the day. Any student who repeatedly fails to comply with

the dress code shall be subject to further discipline, up to and including out of school suspension.

## Prohibited student conduct

A student may be subject to disciplinary action when he/she behaves in a manner which is:

1. disorderly, that is:
  - a. fighting, assaulting or behaving violently,
  - b. threatening another with bodily harm,
  - c. harassment, bullying, or intimidating students, school personnel or visitors (see also Anti-Bullying/Harassment, Hazing and Sexual Harassment policies),
  - d. making unreasonable noise,
  - e. being untruthful with school personnel or making false reports,
  - f. possessing electronic devices such as, but not limited to: video/audio players & recorders, remote controls, electronic games, beepers, pagers, cellular phones,
  - g. obstructing vehicular or pedestrian traffic,
  - h. driving recklessly,
  - i. creating a hazardous or physically offensive condition by an act which serves no legitimate purpose,
  - j. loitering or trespassing
  - k. being present on or entering into any school property, function or vehicle without authorization,
  - l. disrupts or is reasonably likely to disrupt the educational process or school operations; or is
2. insubordinate, that is, failing to comply with the lawful directions of teachers, school administrators or other school employees in charge of the student; bus drivers, bus monitors and bus aides, law enforcement officers or
3. engages in any of the following forms of academic misconduct:
  - a. tardiness,
  - b. missing or leaving school or class without permission or excuse,
  - c. cheating, plagiarism, copyright/trademark violations or assisting another in such conduct
  - d. violation of the Board of Education –Internet Protection Policy #6100
  - e. improperly altering documents or records.
4. endangers the safety, health, morals, or welfare of themselves or others by any act, including but not limited to:
  - a. fighting, assaulting or behaving violently, threatening another with bodily harm,
  - b. harassment or illegal discrimination, which includes the

use of race, color, weight, creed, national origin, ethnic group, religion, religious practice, sex, gender, sexual orientation or disability as a basis for treating another in a negative manner. (Reference policies on Sexual Harassment, Anti-Bullying, Hazing)

- c. bullying
- d. cyber-bullying
- e. sexting
- f. making unreasonable noise,
- g. possession, use, distribution, transfer or sale of tobacco or tobacco products, e-cigarettes, vaping or vaping paraphernalia, alcohol, drugs or other controlled substances, drug paraphernalia or synthetic cannabinoid products including but not limited to incense, herbal mixture potpourri,
- h. possession, use, or sale of weapons, fireworks, or other dangerous or prohibited objects or contraband. Dangerous objects include, but are not limited to: guns, starter pistols, knives of any kind (including all types of pocket knives), razors, box cutters, clubs, metal knuckles, nunchucks, Kung Fu stars, explosives, and any instrument, article or substance, which under the circumstances in which it is used, attempted to be used or threatened to be used, is readily capable of causing death or other serious physical injury. Any object that resembles a dangerous object (such as a fake gun) will be considered a prohibited object,
  - i. using obscene, profane, lewd, vulgar or abusive language or behavior,
  - j. possession, sale, distribution, transfer or use of lewd or obscene materials,
  - k. gambling,
  - l. hazing,
  - m. extortion,
  - n. theft,
  - o. vandalism, willfully defacing, damaging or destroying school property or vehicles used by entities under contract with the district to provide services for the district. Willfully defacing, vandalizing, damaging or destroying the property of others on school premises, at school functions or on school buses under contract to the district, or
  - p. misuse of school information technology (see applicable BOE policy in regard to information technology) or other school property.
5. engages in conduct that violates Board's rules and regulations for the maintenance of public order on school property in the Public Conduct on School Property section or Federal, State or local laws.

## Definition of Bullying

"Bullying" is a form of harassment that consists of inappropriate and often persistent behavior including threats or intimidation of others, treating others cruelly, terrorizing, coercing, or habitual put-downs and or badgering of others.

Bullying occurs when someone purposely says or does mean or hurtful things to another person who has a hard time defending oneself or is in an otherwise vulnerable position.

## District bully prevention rules

Rule 1: We will not bully others.

Rule 2: We will try to help students who are bullied.

Rule 3: We will try to include students who are left out.

Rule 4: If we know that somebody is being bullied, we will tell an adult at school and an adult at home

Olweus bully prevention program

Different forms or kinds of bullying may include:

Verbal bullying, being socially excluded or isolated, being physically bullied, being bullied through lies or false rumors, having money or other items taken or damaged, being threatened or forced to do things, racial bullying, sexual bullying, and cyber-bullying

## Reporting procedures

Students are to report any incidents of discrimination, harassment, bullying, cyber-bullying, hazing, or sexting by completing a "Harassment/Bullying Prevention Form". These forms are located in the school library, the guidance office and in the buildings main office. Forms can also be accessed and completed online on the District's homepage. Forms can be deposited into any specified drop boxes in the building or turned into the main office. Online forms can be e-mailed directly to the appropriate building administrator.

## Dignity act coordinator

The Board of Education has designated the following individual as the Dignity Act Coordinator who has been thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender and sex. This person will serve as a resource and be responsible for the oversight of investigatory procedures of all allegations of bullying. The Dignity Act Coordinator can be contacted at:

Heath Georgia, Superintendent  
P.O. Box 147, 54 Main Street  
Harpursville, New York 13787  
(607) 693-8112, [hgeorgia@hcs.stier.org](mailto:hgeorgia@hcs.stier.org)

## Off campus & Non-School Day Misconduct

Students may be disciplined for violations of school district

# HCS D plain language Code of Conduct (continued)

policies and the Code of Conduct when there is a connection to, or impact, effect on school students, personnel, activities, functions or property. Examples of misconduct include but are not limited to: cyber-bullying, sexting, threatening or harassing students or school personnel through the use of electronic devices.

## Disciplinary penalties, procedures and referrals

In determining the appropriate disciplinary action, school personnel authorized to impose disciplinary penalties will consider the following:

1. The student's age.
2. The nature of the offense and the circumstances which led to the offense.
3. The student's prior disciplinary record.
4. The effectiveness of other forms of discipline.
5. Information from parents, teachers and/or others, as appropriate.
6. Other extenuating circumstances.

## Penalties

Students who are found to have violated the district's code of conduct may be subject to the following penalties, either alone or in combination.

1. Oral warning
2. Written warning
3. Oral and written notification to parent
4. Detention
5. Suspension from transportation
6. Suspension from athletic participation
7. Suspension from social or extracurricular activities
8. Suspension of other privileges
9. In-school suspension or exclusion from a particular class
10. Removal from classroom by teacher or principal
11. Short-term (five days or less) suspension from school
12. Long-term (more than five days) suspension from school
13. Permanent suspension from school
14. Remedial Consequences  
Remedial responses which may be utilized for, but not limited to, instances of discrimination and harassment of students by students and/or employees may include:
15. Peer support groups; corrective instruction or other relevant learning or service experience;
16. Supportive intervention;
17. Behavioral assessment or evaluation;
18. Behavioral management plans, with benchmarks that are closely monitored;

19. Student counseling and parent conferences.

## Minimum periods of suspension

Students who bring a weapon to school will be subject to suspension for one calendar year unless otherwise determined by the superintendent.

Students who commit violent acts other than bringing a weapon to school shall be subject to suspension from school for at least five days unless otherwise determined by the superintendent.

Students who are repeatedly, substantially disruptive of the educational process or repeatedly substantially interferes with the teachers authority over the classroom will be suspended for at least five days. For purposes of the code of conduct, "repeatedly, substantially disruptive" means engaging in conduct that results in the student being removed from the classroom pursuant to educational law 3214 (3)(a) and this code on multiple occasions.

## Referrals

1. Counseling
2. The Guidance Office shall handle all referrals of students to counseling.
3. PINS Petitions
4. The district may file a PINS (person in need of supervision) petition in Family Court on any student under the age of 18 who demonstrates that he or she requires supervision and treatment by:
5. Being habitually truant and not attending school as required by part one in Article 65 of the Education Law.
6. Engaging in an ongoing or continual course of conduct which makes the student ungovernable or habitually disobedient and beyond the lawful control of the school.
7. Knowingly and unlawfully possesses marijuana in violation of Penal Law Section 221.05. A single violation of Section 221.05 will be a sufficient basis for filing a PINS petition.
8. Juvenile Delinquents and Juvenile Offenders
9. The superintendent is required to refer the following students to the County Attorney for a Juvenile delinquency proceeding before the Family Court:
10. Any student under the age of 16 who is found to have brought a weapon to school, or
11. Any student 14 or 15 years old who qualifies for juvenile offender status under the Criminal Procedure Law Section 1.20(42)
12. The superintendent is required to refer students age 16 and older or any student 14 or 15 years old who qualifies for juvenile offender status to the appropriate law enforcement authorities.

## Cell phone and electronic device use for students

### I. Purpose

The Harpursville Central School District (HCS D) is aware of the purpose and existence of electronic devices and cell phones in the times in which we live. It is, however, the firm belief of the school administration that electronic devices and cell phones are a clear distraction and interference with the purpose of our educational mission and setting at HCS D during the school day.

This school policy applies to all students, grades 7-12, and will be strictly enforced on a daily basis. It is important that every student understand the purpose and content of the policy to ensure a school climate that is conducive to learning and free from distraction. Our goal is to foster and safeguard a learning climate that contributes to the personal and academic success of every student.

### II. Definitions

- a. "Cell Phone" means a handheld electronic device having the ability to receive and/or transmit voice, text, picture or data messages without a cable connection, such as cellular telephones, digital wireless phones, radio-phones/walkie-talkies, telephone pagers, PDA phones (personal digital assistants with wireless communications capabilities), or RIM ("research in motion") wireless devices.
- b. "Electronic Devices" are devices which, irrespective of their ear-phone capabilities, are electronically powered. "Electronic devices" are inclusive of, but not limited to, the following:
  - i. I-PODS
  - ii. MP3 players
  - iii. Walk-Mans
  - iv. CD Players
  - v. Walkie-Talkies
  - vi. Blackberries
  - vii. Electronic Game Devices
  - viii. Cell Phone Cameras
  - ix. Video Cameras/Digital Cameras
  - x. Paging Devices
  - xi. PDAs

### III. "No use policy"

- a. HCS D adopts a "no use policy" at all times when instruction is being given. That is, these devices are to be shut off during instructional class and any other time administration deems it to be an instructional time. For instance, an assembly may be determined to be an instructional time and the "no use policy" shall be in effect. Students who bring cell phones and electronic

devices to school must place them in the off-silence position during all instructional times during the day. Cell phones and electronic devices should be turned off and kept inside a book bag, purse, or similar container so as to not be visible to other students or staff. No cell phone or electronic device should be used and may not be allowed to emit any vibration, ring tone or other noise on school grounds or during any school sponsored program or activity, including school transportation.

- b. Cell phones and electronic devices may be used outside of school buildings before and after school hours. They may also be used during passing time between classes.
- c. Building administrators of the individual middle and high schools have the authority to grant, if any, additional designated times and areas where cell phones and electronic devices may be used during the school day. All such policies must be written.

### IV. Consequences of violation of this policy

- a. HCS D, giving fair warning of this policy to students, will confiscate/collect cell phones and electronic devices from students who violate the policy.
- b. Once collected, parents will be notified; and cell phones and electronic devices will be returned to students at the end of the school day in the individual school offices, pending parental notification and approval.
- c. Students who repeatedly violate the cell phone and electronic devices policy risk disciplinary action (detention, leading up to out of school suspension).

### V. Miscellaneous provisions

- a. In emergency situations, students and parents may use school telephones in the individual school offices, Administrative Offices and Student Centers.
- b. Students may use electronic/scientific/graphing calculators within the classroom and library-LMC areas for educational purposes only.

### Visitors to the school

All visitors must report to the school office or other designated individual to request a visitor's pass to be allowed further access to the building unless previously invited to a classroom or assembly program.

Members of the School District staff will treat parents and other members of the public with respect and expect the same in return. The District must keep schools and administrative

# HCS D plain language Code of Conduct (continued)

offices free from disruptions and prevent unauthorized persons from entering school/district grounds.

1. Disruptive Individual Must Leave School Grounds. Any individual who disrupts or threatens to disrupt school/office operations/events, threatens the health and safety of students or staff will be directed by the school's principal or other person in charge to leave school, School District property, or event promptly. If the person does not comply law enforcement authorities will be called. Future access to school property or events may be restricted.
2. Directions to Staff in Dealing with Abusive Individual. If any member of the public uses obscenities or speaks in a demanding, loud, insulting, and/or demeaning manner, the administrator or employee to whom the remarks are directed will warn the speaker to communicate civilly, a failure to do so could result in a request to leave or end the contact. If the individual does not stop the abusive behavior, the District employee will verbally notify the individual that the meeting, conference, or telephone conversation is terminated. If on school premises, failure to comply may result in the individual being directed to leave and/or law enforcement may be notified.
3. Provide Policy and Report Incident. When a staff member determines that a member of the public is in the process of violating the provisions of this policy, the staff member should direct the person to the building administrator, or other school official in charge, who should provide a written copy of this policy at the time of occurrence.

## Public conduct on school property

All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner. In addition, all persons on school property or attending a school function are expected to be properly attired for the purpose they are on school property.

## Prohibited conduct

No person, either singly or in concert with others, shall:

1. Willfully cause physical injury to any other person, or threaten to do so for the purpose of compelling or inducing such other person to refrain from any act which he has a lawful right to do, or do any act which he has a lawful right not to do.
2. Physically restrain or detain any other person, or remove such person from any place where he is authorized to remain.
3. Willfully damage or destroy property of the district or of the school personnel or students, or remove or use such property without authorization.
4. Without permission, express or implied, enter into any private office of an administrative officer, faculty member or staff member.
5. Other than student, employee or Board member, enter a classroom or the building beyond the administrative office without written permission of the superintendent or his designee.
6. Enter upon and remain in any building or facility for any purpose other than for authorized uses, or in such manner as to obstruct its authorized use by others.
7. Without authorization, remain in any building or facility after it is normally closed.

8. Refuse to leave any building or facility after being requested to do so by an authorized administrator.
9. Deliberately disrupt or prevent the peaceful and orderly conduct of classes, school programs, school activities, lectures and meetings, or deliberately interfere with any person who desires to express his views, including invited speakers.
10. Have in his possession upon any premises to which these rules apply, any knife, shotgun, pistol, revolver, or other firearm or weapon without the written authorization of the superintendent, whether or not a license to possess the same has been issued to such person.
11. Smoke tobacco, possess, consume or exchange or be under the influence of alcoholic beverages, drugs or narcotics on school properties.
12. Distribute or post any written material, pamphlet or poster without the prior written approval of the superintendent.
13. Urge or incite others to commit any of the acts herein prohibited.
14. Violate the traffic laws, regulations or other restrictions on vehicles.
15. Intimidate, harass or discriminate against any person on the basis of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.

## Penalties

A person who shall violate any of the provisions of these rules shall:

1. If he is a licensee or invitee, have his authorization to remain upon the district property withdrawn, and shall be directed to leave the premises. In the event of his failure or refusal to do so, he shall be subject to ejection and arrest.
2. If he is a trespasser or visitor without specific license or invitation, be subject to ejection and arrest.
3. If he is a student, be subject to suspension or such lesser disciplinary action as the facts of the case may warrant.
4. If he is a faculty member, be guilty of misconduct and be subject to dismissal or termination of his employment or such lesser disciplinary action as the facts may warrant, including suspension without pay or censure.
5. If he is a staff member entitled to the benefits of Civil Service Law Section 75, be guilty of misconduct and subject to the penalties prescribed in said section.
6. If he is a staff member, not entitled to the benefits of Civil Service Law Section 75, be guilty of misconduct and be subject to dismissal or termination of his employment or such lesser disciplinary action as the facts may warrant, including suspension without pay or censure.



## AHERA notification

The Harpursville Central School District has completed the inspection of its facilities to determine if asbestos is present and if any action is needed to avoid potential health hazards.

A management plan has been developed in compliance with the Asbestos Hazard Emergency Response Alert (AHERA) to ensure the school district continues to provide and maintain a safe environment for students, employees and visitors. The plan includes:

- Training of maintenance staff to prevent disturbance of asbestos;

- Provisions for periodic re-inspection and surveillance, provisions for abatement activities performed by trained personnel.

Annually, school districts are required to notify parents, teachers, and employee organizations of the availability of their management plans. A copy of the management plan is available for inspection at the main office of each school building as well as at the business office of the school district. Any questions regarding this matter may be directed to Ed Livermore, director of facilities, at 693-8121.

## Asbestos management plan

EPA regulations pertaining to the 1986 Asbestos Hazard Emergency Response Act require districts to provide annual notification **to parent, teacher and employee organizations** about the availability of the school's asbestos management plan (AMP) and any asbestos abatement actions taken or planned (including required inspections) in the school.

A copy of this notification (dated) must be placed in the AMP. The AMP must include a description of the steps taken to notify the audiences mentioned above.

## Military recruiting notice

---

The United States Congress has passed two major pieces of legislation that require local schools to give military recruiters the same access to high school students as we provide to colleges and employers. These same pieces of legislation allow parents to “opt out” of having this information disclosed to military and college recruiters upon request. We will not provide recruiters with the personal information of your son or daughter if you notify us that is your preference. This disclosure is subject to a parent’s written request NOT to disclose such information. If a parent wishes to opt out of the district’s releasing directory information to military recruiters, or to any other third-party, they must give written notice within 30 days after publication of this notice to: Harpursville Central School Attn: Guidance Office , PO Box 147 Harpursville, NY 13787

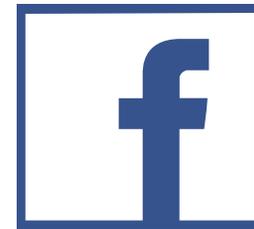
## Media release opt out

---

The Harpursville Central School District (HCSD) will periodically use electronic and traditional media for publicity and educational purposes to showcase our students and programming. These formats may include video productions, audio footage, webpages, school newsletters, as well as district social media sites. These images are used to show the combined efforts of our students and faculty, as well as highlight our programs to the community at large. We understand some families are not comfortable with this level of exposure for their children.

**If you do not want the district to use your child’s images** in the above listed formats, **you must notify the appropriate building principal in writing.** Once it is received, this information will be relayed to all applicable parties involved with your child.

CHECK OUT THE  
**HORNETS**  
ONLINE



[WWW.HCS.STIER.ORG](http://WWW.HCS.STIER.ORG)



**Harpurville Central School District**  
P.O. Box 147  
Harpurville, NY 13787

**Non-Profit Org.**  
**U.S. Postage**  
**PAID**  
**Binghamton, NY**  
**Permit No.237**

### **Board of Education**

Michelle Noyes, Board President  
Kacie Huston, Vice President  
Thomas Fargo  
Michael Rhodes  
Nicole Robertson  
Bernard Scott  
Russel Weist

### **Superintendent**

Heath Georgia

### **2023-2024**

#### **Board of Education Meeting Calendar**

July 5  
August 16  
September 20  
October 11  
November 15  
December 13  
January 10, 2024  
February 7  
March 6  
April 22  
May 8  
May 21 vote 1:30-8 PM WAO Elementary new gym  
June 12

All meetings are held at 6 PM in the Jr. Sr. room 101 unless otherwise noted.

Meeting dates are subject to change.

Please call the district clerk anytime at 607-693-8112 if you have any questions.

### **Our mission**

The mission of the Harpurville Central School is to develop lifelong learners who believe, and are empowered and engaged to achieve their goals.

### **Our vision**

We will develop students who believe they are capable, creative and important; are empowered to promote positivity and take ownership in their education; are engaged citizens in our school and community to achieve their goals, alongside staff members, the community and their peers.

### **Our core beliefs**

1. Students are our first priority.
2. Students and staff deserve a safe, positive, and supportive environment.
3. We will act with integrity and respect, value diversity, and preserve the dignity of each person.
4. We value the partnerships among students, staff, parents and the community.
5. All students have the ability to learn and will be successful.
6. We will never give up on any student.