



## What's inside

New start time at WAO.....	p. 2
Directory .....	p.3
Summer literacy.....	p. 4
Kinder skills.....	p. 5
Super Stars.....	p. 6
Important notices .....	p. 7
Menu .....	p. 9
New HS bell schedule.....	p.10
Art with a twist.....	p.11
Code of Conduct .....	ps. 12-15
Attendance policy .....	ps. 16-17
Calendar.....	p. 18
Summer robotics.....	p. 19
Bus schedule .....	p. 20
Emergency closing info .....	p.21
Pesticide notice .....	p. 23
Free/reduced meals.....	ps. 24-27



## Important Date

**First day  
of classes  
is Sept. 8**

# Welcome back!

## Teachers, administrators ready, eager to greet returning students

There is something so special about the anticipation and excitement surrounding the start of a new school year.

While the return to school marks summer's end, I hope you've had an amazing summer and that you are ready for the 2016-2017 school year to begin. I can assure you that we are poised to have a fantastic school year full of learning, growth, success, and smiles for all

of our students. Regardless of age or grade, this school year is one more step in the process of helping our students develop the habits and skills necessary to achieve their hopes and dreams. We are ready for our students. Welcome back!

While there is definitely a different ebb and flow to our work during July and August, we have remained nicely busy here at the school.

See "Welcome," page 2

## Students stay busy with learning fun in summer programs

More photos, story, page 11

## ART with a twist





Welcome, from the cover

Our summer program for elementary students was full of fun and learning. We had nearly 150 students participate in the four-week program and the students were busy being thinkers, readers, creators, and swimmers. The teachers and administrators have spent time this summer learning, planning, and preparing for the students' return to ensure that our children have the best learning opportunities that we can provide for them from day one of the school year.

Also, on August 15 we welcomed our high school student-athletes back to begin their new fall sports season. The athletes and coaches are ready to persevere, putting their best foot forward throughout the season as they know anything is possible and they must work hard and work together to achieve success. Last, our maintenance and custodial staffs have worked hard all summer to make sure that our buildings and grounds are ready for our students upon their return in September.

There's more exciting news to consider with the start of the new school year, too. When September 8 rolls around, we will be welcoming our newest class of students, the class of 2030, into our pre-K. I know they are eager to come to school and I am confident all of our amazing pre-K students will have a fantastic school experience. At the other end of the school journey are our seniors. We are welcoming the Class of 2017 to their senior year. The senior year is always filled with so much excitement as students near the finale in their high school career. I wish the Class of 2017 and their parents a truly wonderful senior year.

As we prepare for the coming school year, I want to encourage you to call the school with questions you have now or in the future. Please be assured that we are here to work with you and that we sincerely appreciate the opportunity to partner with you. I encourage the establishment of positive and proactive lines of communication with your students' teachers, guidance counselor, and administrators. When the home-

school connection is marked by a true spirit of cooperation, our students benefit and have the best chance for the success they deserve. Please know that our doors are always open and we are eager to work with you.



Michael Rullo,  
superintendent

Again, welcome back to school for the 2016-2017 school year. I look forward to seeing everyone at our open houses, athletic contests, band and chorus concerts, holiday parties, award assemblies, and classroom celebrations. I wish all of our students and parents all the best for the upcoming school year and I cannot wait to see the students for the first day of school on Thursday, September 8.

Yours in education,

Michael J. Rullo  
*Go Hornets!*

## 2016-17 brings new start time for Olmsted Elementary

By Elementary Principal Pamela Horton

At Olmsted Elementary, we believe the most positive way for our students to start their day at school is with their teacher. We have been working on our schedule this summer to make that happen. For the past several years, students have started their day with student workers from the high school and the support staff. Although our students love their friends from the high school, this year our students will start the school day with their teachers beginning at 7:45 a.m. Teachers are really excited to start the school year by being able to greet their students each morning.

Buses will first stop at the high school to drop off the Jr./Sr. students and then proceed to the elementary school.

The buses will start to unload at the elementary school about 7:35 a.m. Students who arrive on the first few buses will wait in the gym with assigned staff for five minutes before being released to their classrooms.

- Students will arrive in classrooms between 7:45-7:50 a.m.
- Students should arrive at school by 7:55 a.m. (students will be considered late after 7:55 a.m.)
- Daily announcements will start at 7:58 a.m.
- Classes will begin at 8 a.m.

Dismissal will start 10 minutes earlier than last year. Parents who pick their child(ren) up each day will be encouraged to arrive between 2:30-2:40 p.m. Parents should enter the end

doors closest to the parent parking lot and sign their child out at the table outside the cafeteria. Parents/guardians will be able to sit in the cafeteria this year while waiting for their students.

Students will be called for parent pickup at 2:38 p.m. Buses will be called starting at 2:42 p.m.

We have missed the students over the summer and look forward to seeing them soon.



Pamela Horton,  
elementary principal



## 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	1 <sup>st</sup> contact	2 <sup>nd</sup> contact	3 <sup>rd</sup> contact	4 <sup>th</sup> contact
<b>Academics</b>	Teacher	Guidance Counselor	Building Principal	Superintendent
<b>Athletics</b>	Coach	Director of Operations	Jr./Sr. Principal	Superintendent
<b>Behavior</b>	Teacher	Assistant Building Principal	Building Principal	Superintendent
<b>BOE policies</b>	District Clerk	Superintendent	Board of Education	
<b>Budget</b>	Business Official	Superintendent		
<b>Building Use</b>	Administrative Assistant	Building Principal	Superintendent	
<b>Cafeteria</b>	Director of Food Services	Business Official	Superintendent	
<b>Classroom Procedures</b>	Teacher	Assistant Building Principal	Building Principal	Superintendent
<b>Bus Behavior</b>	Bus Driver	Head Bus Driver	Director of Operations	Superintendent
<b>Co-Curricular</b>	Advisor	Building Principal		Superintendent
<b>Facilities</b>	Director of Facilities	Business Official	Superintendent	
<b>Health Office</b>	Building Nursing Office	School Nurse Practitioner	Grade Level Principal	
<b>Scheduling</b>	Guidance Office	Jr./Sr. Principal	Superintendent	
<b>Special Education</b>	Teacher	Grade Level Principal	Dir of Special Programs	Superintendent
<b>Transportation</b>	Head Bus Driver	Director of Operations	Business Official	Superintendent

## Harpursville Central School District directory

### District Office ..... 693-8112

Board of Education  
Michael Rullo, Superintendent  
Darlene Noyes, Admin. Asst./District Clerk

### Business Office ..... 693-8120

Joseph McLaughlin, Business Official  
Cheryl Hamilton, Payroll

### Special Education ..... 693-8104

TBD, Special Education Chairperson  
Audrey Warner, Admin. Asst.

### Athletics ..... 693-8101

Joshua Quick, Director of Operations

### Jr./Sr. High School ..... 693-8105

Kristine Conrow, Principal  
Tabaitha Rhodes, Admin. Assistant  
James DiMaria, Assistant Principal

### Guidance Office ..... 693-8108

Karen Slesinsky, Counselor  
Sara Wahila, Counselor  
Charla Starliper, WAO Counselor  
Jill Andrews, Secretary/Attendance Clerk

### W.A. Olmsted Elementary ..... 693-8115

Pamela Horton, Principal  
Allison Chantry, Admin. Asst.

### Health Office ..... 693-8118

TBD, School Nurse Practitioner  
Elementary ..... 693-8119

### Food Services ..... 693-8126

Norene Tasber, Director of Food Services

### Transportation ..... 693-8100

Joshua Quick, Director of Operations  
Danielle Maxim, Head Bus Driver  
Sandy Schnurbusch, Admin. Assist.

### Buildings & Grounds ..... 693-8121

David Johnson, Director of Facilities

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 Pam Horton ..... 693-8115

High School Principal Kristine Conrow ..... 693-8105







## Young readers spend summer ‘Getting Jiggy with Genres’ *By Leslie Whaley*



Pictured (l-r) during group reading: Elizabeth Ives, Emily LaClair, Andrew Fowler, Justin Hogancamp, Abigail Fargo, and Karlee Gross

This summer, our fourth-, fifth- and sixth-graders had the opportunity to participate in a course called “Getting Jiggy with Genres.”

Students learned about four different genres, including mystery, informational, biography, and historical fiction. Each week they explored new information related to the genre, read a short story in that genre, and then created their own stories. On Thursdays, they practiced their public speaking skills and presented their stories to their peers.

This was a great opportunity for them to practice multiple skills while having fun at the same time.

## ‘Out of My Mind’ program offers project-based lessons *By Kara Malloy*

In the literacy and literature “Out of My Mind” class, students in fourth, fifth, and sixth grade learned a variety of character building and literacy skills through project-based learning and activities.

The students read portions of Sharon Draper’s novel “Out of My Mind,” building empathy and understanding for the main character, Melody Brooks, a fifth-grader who is unable to talk, walk, and do the normal everyday activities due to cerebral palsy. Through a variety of team-building activities, writing activities and projects, the students tried to see the world through Melody’s perspective; learning point of view,

character analysis, and a variety of team-building and social skills. The students struggled through class when their ability to speak was taken away from them, and had to work as a team to complete tasks and communicate, allowing them to better understand the struggles of the main character. The students also wrote narrative stories that allowed them to better understand how a person with disabilities would struggle through our daily routines. The students were able to have fun, learn, and draw connections between the text and their real lives, understanding the concept of treating other’s with respect and kindness despite being “different.”



6th-graders offer their ‘Point of View’ with presentations. Pictured (l-r): Lila Lee, Kaitlyn Jones, Gabriel Griffith, Jaeden Barriger, and Trena Byers.



Presenting to the class.





## “Kinder Skills” summer program prepares students for first year of school

*By Adrienne Colsten, kindergarten teacher*

During the 2016 summer program, the Kinder Skills classes focused on positive interactions with others and practicing, discussing, and noticing school expectations, routine and, most importantly, safety.

The kids had many opportunities for this through play and exploration, swim, large motor activities, calming strategies and academics. These were implemented through many hands-on activities, including the use of sensory stations (sand art, slime, play-doh, corn, water beads, rubber mulch, and shaving cream), creating “STAR” wands, making shaving cream ice cream cones, illustrating and responding to

stories, salt painting and cookie making. Add to the list an interactive morning message, a sharing time, read alouds, and singing and dancing occurred daily. Playing board games and P.E. games were also incorporated. Some of our large motor games included “Couch Potato”(teaching nutrition and exercise), “Hungry, Hungry, Hippos” with scooters, a variety of tag games, musical hula hoops and chairs, water balloon toss, relay races and playground time. The kids worked together, formed great friendships, and were happy to be here. They gained many skills to carry on to their new kindergarten classes this fall.



Gabe Truman mixes cookie batter



Left to right - Kelsey Brewster, Annamarie Murrer.



Jordan Truman listens closely



Timmy Grencer and Railee Brown try their hands at spray bottle painting



The Kinder Skills group takes part in a hula hoop team-building activity



# ROCK the Ville Super Stars

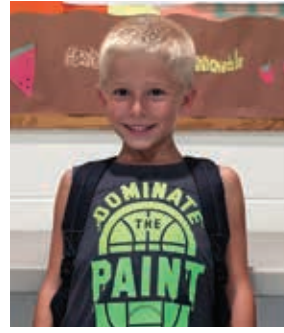
What does **ROCK** stand for? **R**espect - **O**wn your actions - **C**ome prepared - **K**eep it positive



Gabriel Griffith



(l-r) Jaelin Brown, Jaeden Barriger and Joey Vredenburg Jr.



Colby Johnson



Alexis Clement



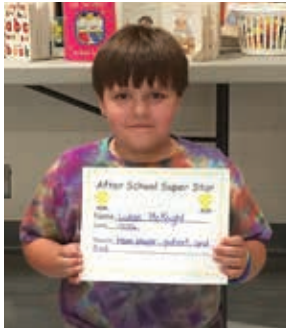
Emma McWhether



(l-r) Elizabeth Conway, Emma Mueller and Allen Neer



Hunter Prentice (left) and Alanna Jones



Lukas McKnight



(l-r) Miles Jennings, Cameron Miller and David Bush



Madison Wolbert (left) and Elizabeth Ives



Tamyra Roys



(l-r) Savannah DeVaul, Jordan Truman and Lloyd Byers



(l-r) Jacob Murphy, Sunny Crawn and Caleb Miller





## Dignity act coordinators

The Harpursville Central School District has implemented the Olweus Bullying Prevention Program (OBPP). OBPP is a comprehensive, school-wide program designed and evaluated for use in elementary, middle, or junior high schools. The Olweus program is designed to improve peer relations and make schools safer, more positive places for students to learn and develop. Goals of the program include:

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

The program has been found to reduce bullying among children, improve the social climate of classrooms, and reduce related

antisocial behaviors, such as vandalism and truancy. Schools are also gathering data about OBPP implementation at the high school level. The Olweus program has been implemented in more than a dozen countries around the world, and in thousands of schools in the United States.

Inquiries regarding the Olweus Bullying Prevention Program may be referred to any of the following Dignity Act Coordinators:

Jr. Sr. High School - Kristine Conrow, principal

W.A. Olmsted Elementary – Pamela Horton, principal

District level – Michael J. Rullo, superintendent

## 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.

## 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 Dave Johnson, 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.





## Program offers an important summertime staple – learning to swim

*By Amanda Fabrizi, special education teacher*

As part of the summer enrichment program, students had the opportunity to go to the Afton pool and receive swim lessons. The students learned to become comfortable in the water as well as how to swim and have fun doing it.

It's been a great success and it's wonderful to see the students become more confident as swimmers.



(l-r): Railee Brown, Timmy Grencer & Keegan and Lacie Gross



Summer swim program was a big splash.

## Save the date

**Homecoming Week:** September 26 - October 1

**October 6:** 15-minute early dismissal

**October 7:** 11:30 a.m. dismissal – professional development

**October 10:** School CLOSED – Columbus Day

**October 11:** picture day for students in grades 7-11

**October 13:** Jr. Sr. High School Open House

## Fruitful for your family.

**Our meals are convenient, economical, and healthy. Please join us often!**

Breakfast		Lunch
No Cost	Elem	\$2.10 Elem
\$1.30	Secondary	\$2.30 Secondary

**Prepay on-line at [myschoolbucks.com](http://myschoolbucks.com)**

Free and reduced-price meals are available for qualified families. Visit the district website for an application

Our meals are fantastic for your family in more ways than one. First, we're there for you every day, so you don't have to worry. Plus, our prices are the best you'll find for a full, balanced meal. We also meet healthy standards that are unheard of in most meals. And, oh yeah, we offer fruit (or veggie) with every meal we serve every single day! Have a great year, and please join us often!

**School Meals**  
*We serve education every day™*

This institution is an equal opportunity provider.



**Harpursville Central School District Food Services**





## September 2016 Menu

Monday	Tuesday	Wednesday	Thursday	Friday
<b>5</b> Breakfast K-6 FREE 7-12 \$1.30 Lunch K-5 \$2.10 6-12 \$2.30	<b>6</b> 	<b>7</b> 	<b>8</b> <i>French Toast Sticks w/Syrup Assorted Fruit Low Fat Milk</i> Hot Dog on a Bun Baked Beans Corn Fresh Watermelon Low Fat Milk	<b>9</b> <i>Breakfast Breakfast Sandwich Assorted Fruit Low Fat Milk</i> Stuffed Crust Pizza Garden Salad w/Chickpeas Assorted Fresh Fruit Low Fat Milk
<b>12</b> <i>Mini Cinnis Assorted Fruit Low Fat Milk</i> Chicken Patty on a Bun Sweet Potato Wedges Green Beans Fresh Apple Low Fat Milk	<b>13</b> <i>Bagel Breakfast Pizza Assorted Fruit Low Fat Milk</i> Chicken Spiedie Sub Oven Roasted Potatoes Glazed Carrots Chilled Peaches	<b>14</b> <i>Choice of Two: Cinn. Bun, Cereal or Yogurt Assorted Fruit Low Fat Milk</i> <b>Brunch at Lunch!</b> French Toast Sticks Potato Puffs Fresh Orange Low Fat Milk	<b>15</b> <i>Mini Waffles Assorted Fruit Low Fat Milk</i> Pasta w/Meat Sauce Garlic Bread Stick Fresh Broccoli w/Hummus & Dip Chilled Applesauce Low Fat Milk	<b>16</b> <i>Breakfast Sandwich Assorted Fruit Low Fat Milk</i> Homemade Pizza Garden Salad w/Chickpeas Assorted Fresh Fruit Low Fat Milk
<b>19</b> <i>Mini Pancakes Assorted Fruit Low Fat Milk</i> Popcorn Chicken Oven Baked Fries Glazed Carrots Fresh Apple Low Fat Milk	<b>20</b> <i>Breakfast Pizza Assorted Fruit Low Fat Milk</i> Taco Salad w/Assorted Toppings Seasoned Rice Corn Chilled Mixed Fruit Low Fat Milk	<b>21</b> <i>Choice of Two: Cinn. Bun, Cereal or Yogurt Assorted Fruit Low Fat Milk</i> Chicken Mac & Cheese Garlic Bread Stick Steamed Broccoli Fresh Banana Low Fat Milk	<b>22</b> <i>Frudel Assorted Fruit Low Fat Milk</i> Breaded Mozz. Sticks w/Dipping Sauce Side of Pasta w/Sauce Cucumbers w/Dip & Hummus Chilled Peaches Low Fat Milk	<b>23</b> <i>Breakfast Sandwich Assorted Fruit Low Fat Milk</i> Stuffed Crust Pizza Garden Salad w/Chickpeas Assorted Fresh Fruit Low Fat Milk
<b>26</b> <i>Mini Cinnis Assorted Fruit Low Fat Milk</i> Cheeseburger on a Bun Sweet Potato Wedges Baby Carrots w/Dip Fresh Apple Low Fat Milk	<b>27</b> <i>Bagel Breakfast Pizza Assorted Fruit Low Fat Milk</i> Pulled Pork Sandwich Seasoned Potato Wedges Garden Salad w/Chickpeas Chilled Pears Low Fat Milk	<b>28</b> <i>Choice of Two: Cinn. Bun, Cereal or Yogurt Assorted Fruit Low Fat Milk</i> Grilled Cheese Sand. Tomato Soup Veggie Crunch Cup Fresh Banana Low Fat Milk	<b>29</b> <i>French Toast Sticks w/Syrup Assorted Fruit Low Fat Milk</i> Pasta w/Meat Sauce Garlic Bread Stick Steamed Broccoli Chilled Applesauce Low Fat Milk	<b>30</b> <i>Breakfast Sandwich Assorted Fruit Low Fat Milk</i> School's Choice Pizza Garden Salad w/Chickpeas Assorted Fresh Fruit Low Fat Milk

### Sandwich choices:

**M:** ham & cheese    **T:** Turkey & cheese  
**W:** salad of the week (No yogurt on Wed.)

**Th:** turkey & cheese    **F:** tuna

P.B. & jelly offered daily

### Yogurt meal

Now served M,T,TH,F  
 (NOT Wednesdays!)  
 Assorted fruit offered daily

All meals served with  
 1% or less milk  
 Cereal is available daily  
 for breakfast.  
 Menu subject to change

### Lunch prices:

K-5 - \$2.10/ 6-12 - \$2.30  
 Breakfast all schools - \$1.30  
 Cereal & fruit offered daily



## New bell schedule for Jr/Sr high school students By High School Principal Kristine Conrow

In an effort to consistently look for better ways to serve our students, we have decided to modify the schedule for the 2016-2017 academic year. We believe this schedule accomplishes many things. For instance, it will allow more opportunities for students to meet with their teachers and receive assistance. It will also enable students to participate in club meetings and activities because these will be held during the collaborative period in the middle of the day. Last, this schedule permits a more cohesive start to the school day.



Kris Conrow,  
high school principal

While developing this schedule, we felt it was critical to preserve several pieces, including the 41-minute instructional periods, silent sustained reading time, and the time allocated for students to receive help. As you can see, these have been maintained.

Some Important additional information:

- Students will be dismissed from the cafeteria at 7:43 to go to homeroom.
- The student help time has been moved to the middle of the day.
- The a.m. BOCES students will leave Harpursville at 7:45.
- We ensure all students will be offered breakfast and ample time to eat.
- Students will not be marked tardy until 7:48 a.m.

- Students will be dismissed at 2:50 p.m. to go to their buses.
- This schedule, along with the delay and early dismissal schedules, will be posted on [http://www.hcs.stier.org/harpursvillejrshighschool\\_home.aspx](http://www.hcs.stier.org/harpursvillejrshighschool_home.aspx).

After reading through this information, if you have any questions or concerns please call the main office at (607) 693-8105.

### Harpursville Jr/Sr High School regular bell schedule 2016-2017

Period	Start Time	End Time
Bell rings	7:43	
Warning bell	7:47	
HR/Annc/SSR	7:48	8:00
Period 1	8:00	8:41
Period 2	8:45	9:26
Period 3	9:30	10:11
Period 4	10:15	10:56
Collaborative period	11:00	11:22
Lunch A / Period 5	11:26	11:50
Period 6	11:54	12:07
Lunch B / Period 7	12:11	12:35
Period 8	12:39	12:52
Lunch C / Period 9	12:56	1:20
Period 10	1:24	2:05
Period 11	2:09	2:50

## Homecoming Week is September 26 – October 1

### VARSITY FOOTBALL SCHEDULE

Date	Time	Event	Opponent/Title	Location
9/03/16	1:30 p.m.	Game	Vs. Odessa-Montour Central High School	Harpursville Alumni Stadium
9/10/16	1:30 p.m.	Game	Vs. Whitney Point Central High School	Harpursville Alumni Stadium
9/16/16	7 p.m.	Game	@ Oneonta High School	Oneonta High School
9/24/16	1:30 p.m.	Game	Vs. Sidney Central High School	Harpursville Alumni Stadium
10/01/16	1:30 p.m.	Game	Vs. Newark Valley High School	Harpursville Alumni Stadium
10/07/16	7 p.m.	Game	@ Chenango Valley High School	CV-HS Stadium
10/14/16	7 p.m.	Game	@ Lansing High School	TBD
10/21/16	7 p.m.	Game	@ Candor Central High School	TBD





## Summer art with a twist

*By Sabrina Bixby, special education aide*

It was a fun, creative, and teamwork-filled summer for our first-, second-, and third-graders.

The students experienced different art projects together as partners and in groups. Their creative imaginations, teamwork and social skills were enhanced as a result.

The students enjoyed working together creating cardboard creations, friendship pizzas, boats that float, cup buildings, marshmallow building creations, puppets and theatre boxes.







## Student dress code

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions.

A student's dress, grooming and appearance, including hair style/color, jewelry, make-up and nails, shall:

1. Be safe, appropriate and not disrupt or interfere with the educational process.
2. Recognize that extremely brief garments including but not limited to short shorts, tube tops, net tops, halter tops, spaghetti straps, plunging necklines (front and/or back) and see-through garments will not be tolerated.
3. Ensure that under-garments are completely covered with outer clothing.
  - All shirts must have at least a 2" shoulder strap.
  - No baggy pants hanging below the waist.
4. Include shorts that are at least 10" from the hip bone.
5. Include shirts that cover one's side, stomach and chest area.
6. Include footwear at all times. Footwear that is a safety hazard will not be allowed. High heels are considered a safety issue, no heel over 3" is acceptable.

7. Not include headwear in the building except for a medical or religious purpose. All hats should be left in the student's locker.
8. Not include spiked jewelry or "dog" type collars.
9. Not include items that are vulgar, obscene, and libelous or denigrate others on account of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender and sex.
10. Not promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities.
11. Not include any type of costume or face paint unless given specific permission from an administrator.

Students who violate the student dress code shall be required to change or cover the offending item, failure to do so may result in discipline.

## 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, 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:

*Michael J. Rullo, Superintendent*  
*P.O. Box 147, 54 Main Street*  
*Harpursville, New York 13787*  
*(607) 693-8112, mrullo@hcs.stier.org*

Off campus & Non-School Day Misconduct  
 Students may be disciplined for violations of school district 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 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.





## Objectives

Through applying this Comprehensive Attendance Policy, the district expects to:

1. Encourage consistent attendance by all students through positive interventions;
2. To accurately track and identify patterns of attendance, absence, tardiness to school, and early departure of students to and from the school;
3. To develop effective intervention strategies to improve school attendance and to promote students' academic success;
4. To ensure sufficient pupil attendance of classes so that pupils may achieve State mandated education standards;
5. To track student location for safety reasons and to account to parents regarding the location of children during school hours.

Whenever used in this policy, the term "parent" or "parents" is understood to mean a student's parent(s), guardian(s), caregiver(s), or person(s) in parental relation.

## Definitions

Whenever used within the Comprehensive Attendance Policy, the following terms shall mean:

1. **Scheduled instruction:** Every period that a pupil is scheduled to attend instructional or supervised study activities during the course of a school day during the school year.
2. **Absent:** The pupil is not present for the entire period of the pupil's scheduled instruction.
3. **Tardy:** The pupil arrives later than the starting time of the pupil's scheduled instruction.
4. **Early Departure:** The pupil leaves prior to the end of the pupil's scheduled instruction.
5. **Excused:** Any absence, tardiness, or early departure for which the pupil has a valid school approved excuse. Such excused non appearance shall include: personal illness, illness or death in the family, religious observance, quarantine, required

court appearances, attendance at health clinics or other medical visits, approved college visits, participation in a school-sponsored activity, military obligations, absences approved in advance by the principal, and other reasons as may be approved by the commissioner of education.

6. **Unexcused:** Any absence, tardiness or early departure for which the pupil has no valid school approved excuse. Such unexcused non-appearance shall include shopping trips to the local mall, family vacation, oversleeping, skipping class, and any other absence that is not excused.

*The reason for a student's absence, regardless of parental consent or not, is the sole determinant in whether the absence is classified as excused or unexcused.*

7. **Valid School Approved Excuse:** Parents are expected to assist the school in accounting for absences by sending a note within 3 school days of the student's return to include:
  - a. Date of absence
  - b. Reason for absence
  - c. Student's name
  - d. Parent's signature
8. Parents should expect that a random audit of excuses be performed to insure the integrity of the excuse.

## Notes

1. After 3 school days without a note, a student's absence will automatically be considered unexcused, at which point the code of unexcused becomes permanent.
2. After 5 consecutive days of absence, a student and his/her parent must provide the school with a valid physician's note in order to excuse the absences.

## Coding system

A coding system is currently used within the District to indicate the nature and reason for a pupil's missing all or part of scheduled instruction. The time that the pupil arrived or departed will be recorded next to the entry code describing the nature and reason for the student missing all or part of scheduled instruction.

## Notification and intervention strategies

A strong home-school connection and appropriate, timely communication between both parties supports regular attendance by students. Therefore:

1. If a student is not present for first class of the school day and the school has not been previously notified of the absence by the parent, the district shall attempt to contact the pupil's parent to learn the nature of the pupil's absence and notify the parent that the pupil has not arrived at school. Also, at







any other period during the school day when attendance is taken and where the pupil has not attended scheduled instruction, a designated staff member may attempt to notify the student's parent by phone. Further, the parent will be reminded of the attendance policy.

2. When needed, a school conference shall be scheduled between the parent and the appropriate school personnel in order to address the student's attendance and to develop appropriate intervention strategies that best meet the needs of the student. The student should plan to attend this conference.

3. For every 5 unexcused absences, unexcused tardy to school, and/or unexcused early departure, the pupil's parent shall receive a letter, supplied by the principal or his/her designee, documenting the absences and reminding them of the policy. Further, a designated staff member will review the attendance policy with the student and will

discuss possible interventions to aid the student in changing their behavior. This procedure will repeat after 10 incidents.

4. If a student exceeds 10 days of unexcused absence, the parents will be contacted for a conference with school officials. The principal or his/her designee may commence the PINS (person in need of supervision) and/or DSS (Department of Social Services) hotline process. A letter to the parents and a request for a conference with school officials will commence for every five instances of untimely or non-attendance thereafter.

5. For extenuating circumstances, the principal will deal with the situation on a case-by-case basis.

## Student attendance and grades

A student's grade is affected by classroom attendance, participation, and timely completion of related coursework. Attendance will not be used as a measure of student learning; rather course credit is recommended based on student performance related to learning outcomes. Thus:

- Students are required to attend all scheduled classes, unless their absence is excused.
- Unexcused absences and unexcused

tardies, as well as excessive excused absences or excused tardies are likely to have a negative affect on a student's grade for the day, marking period, and/or course.

- Make up work for excused absences will be available for students and must be completed in a timely manner

- As a maximum, students will have the same number of days as their legal, excused absence to make up the work missed, unless a later, alternative date is specified by the student's teacher for the class in question.

- Upon their return to school, it is the student's responsibility to consult with their teacher regarding arrangements for making up missed work, quizzes, or tests.

- Teachers have no obligation to provide make up work or instruction for material covered during a class for which a student was unexcused absent, unexcused tardy, or unexcused early departure. Therefore:

- Students should not expect make up work to be accepted for unexcused absences, unexcused tardies, or unexcused early departures.

- For any unexcused absence, unexcused tardy or unexcused early departure students should expect to receive a grade of zero for any work collected during the class period, as well as a grade of zero for any quizzes or tests given during that class period.

- Teachers do not have to allow students to receive credit for assignments given during the period of unexcused non-attendance that will be collected the next time the class meets.

## Incentives and disciplinary sanctions

### 1. Incentives

The district shall recognize students for exemplary attendance and significant attendance improvement through items such as attendance honorrolls, grade-level rewards, classroom acknowledgement or incentives to attend on days that have historically high absenteeism (beginning/end of week, before/after a vacation, etc).

### 2. Disciplinary Sanctions

The pupil may be subject to disciplinary procedures for unexcused absence,

unexcused tardiness, or unexcused early departure, as described in the Code of Conduct. In addition, excessive absence could result in the denial of participation in interscholastic athletics and other extracurricular activities.

In order to participate in after-school, extra-curricular activities, students must be present in school for at least one-half of the school day and attend all required classes. Students who are absent from school with an excused absence, as defined in this policy, and **other than illness or suspension** will be allowed to participate in after-school activities.

## Intervention strategy development

The building principal shall meet periodically with the Attendance Supervision Officer and other administrators and teachers as the principal determines necessary to review student attendance records, address identified patterns of unexcused pupil absence, tardiness and early departure, and review current intervention methods. Where the principal determines that existing intervention policies or practices are insufficient, the principal shall notify the superintendent who will in turn notify the board of education prior to its annual review of the building's attendance records, of both insufficient practices and any proposed changes needing board approval to implement.

## Counseling

The district shall provide consistent counseling to students with chronic attendance problems. Such counseling may include a student service team (SST) meeting attended by district employees knowledgeable about the student. Parents should expect to be invited to attend all SST meetings.

## Attendance supervision officer

The board shall designate a person as the attendance supervision officer. The attendance supervision officer is responsible for reviewing pupil attendance records and initiating appropriate action to address unexcused pupil absence, tardiness and early departure consistent with the Comprehensive Attendance Policy.

**A full-text version of the Comprehensive Attendance Policy is available for your review upon request.**

# Harpursville Central School 2016-2017 School Calendar

## Broome-Tioga BOCES Component Schools

Approved by ACSA 2/10/16 -- BT-BOCES Board 2/17/16

SCHOOL DAYS	
182	Student
4	Conference
186	Total

Please note September 7, 2016 is a BT-BOCES Conference day with no students

early dismissal drill 10/6/16

SEPTEMBER (17) +2						
S	M	T	W	T	F	S
				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	

OCTOBER (20)						
S	M	T	W	T	F	S
2	3	4	5	6*	7	1/8
9	10	11	12	13	14	15
1	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER (17) + 1						
S	M	T	W	T	F	S
		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			

DECEMBER (16)						
S	M	T	W	T	F	S
				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

JANUARY (20)						
S	M	T	W	T	F	S
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				

FEBRUARY (18)						
S	M	T	W	T	F	S
			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				

MARCH (22)+ 1						
S	M	T	W	T	F	S
			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	

APRIL (14)						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

MAY (21)						
S	M	T	W	T	F	S
	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			

JUNE (17)						
S	M	T	W	T	F	S
				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	

Total Possible Days of Attendance:  
Students: 182  
Staff: 186

### School not in session:

Labor Day – 09/05  
Columbus Day: 10/10  
Veterans Day: 11/11  
Thanksgiving Break: 11/23-11/25  
Winter Recess: 12/23-1/2/17  
Martin Luther King, Jr. Day: 1/16  
Mid – Term Recess: 2/17 & 2/20  
Spring Recess – 4/14-4/21  
Memorial Day: 5/26 & 5/29

### LEGEND



Conference Days:  
9/6; 9/7; 11/18; 3/10



9/7 BT-BOCES  
conference day



Schools Closed



Regents Exams

Clerical-1/2 day: 11/10; 1/27; 4/7;  
6/23 - Dismissal @ 11:30

Professional Development-1/2 day:  
10/7; 2/16 - Dismissal @ 11:30

Priority of Make-up Days: 5/26,  
4/21, 4/20





## STEAM offers summertime exploration in robotics

By Richard Rutherford, science teacher

During the 2016 summer enrichment program, students in grades four through six participated in a robotics and computer programming class. The goal of the class was to engage and excite the students in science, technology, engineering, arts and math (STEAM).

The students designed and created an "ozobot" track using their initials. For each track, the ozobot would follow the designed path

tracing the students' initials. The ozobot would read each two-to-four color code, so that it would know to turn right, left, jump lines, pause or do cool moves.

Next, the students programmed "dash and dot," as they began learning how to program by using the "path" app. Using the path app, the students would draw an imaginary path that dash would follow on the iPad. They were then able to place different symbols on the

path. Then dash would move in accordance with the path stopping at each symbol to make a sound, change colors or do a little dance. They were then able to produce more traditional programming using the "blockly" app.

During the final week, students were able to construct robots using "cubelets." Cubelets are as the name implies - cubes that each have a specific function, such as a battery, motion or sensor. When



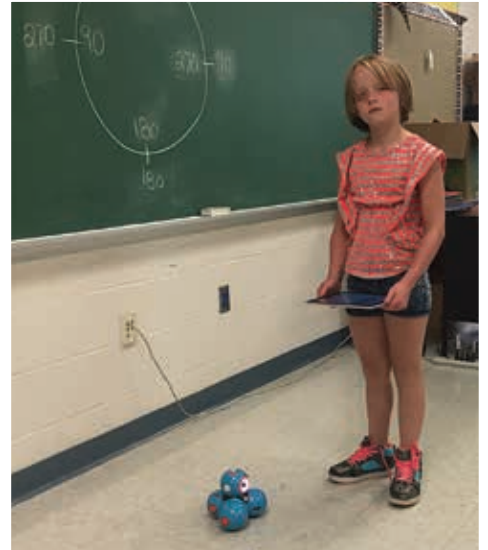
combined in various ways, students were able to make flashlight robots that moved when they sensed your hand or light.



Emma McWherter assembles a cublet robot



Trena Bryer and her cublet robot



Gracie Bomboy using the 'Blockly App'



Gabe Decker (left) and Andrew Fowler work on tallest tower competition



(l-r) Loyd Byers, Ember Warren, Emma McWherter and Xander Quick

# 2016 - 2017 BUS SCHEDULE

APPROXIMATE TIMES ARE LISTED



10 MINUTE WINDOW  
FOR EACH STOP

ROUTE 'C'	PICKUP	TIME
	Rowe Rd	7:00
	Hurd Rd	7:05
	Yarns Rd	7:07
	Beechridge Rd	7:10
	Terrell Rd	7:12
	Tobey Rd	7:20
	McCoy Rd	7:25
	Country Court MHP	7:30
<b>Route 'U'</b>		
	Ives Rd	6:45
	Rte 235 (Ives to Long Hill)	6:46
	Stone Hill Rd	7:10
	Church Hollow Rd	7:15
	Oak Hill Rd	7:20
	Oak Hill Spur Rd	7:22
	Rte 7 (Nineveh)	7:25
	East Windsor (Nineveh to Perch Pond)	7:30
	Maple Rd ( All)	7:35
<b>Route 'A'</b>		
	Vincent Hill Rd (west side)	6:45
	Hunt Hill Rd	6:46
	Vincent Hill Rd (east side)	7:05
	Monkey Run Rd	7:06
	Moot Town Rd	7:15
	Tunnel Rd (Rte 7 to Meade Rd)	7:18
	Villecco Rd	7:20
	Meade Rd (Tunnel Rd to Walling Rd)	7:25
	Walling Rd	7:30
<b>Route 'E'</b>		
	North Rd	6:45
	Sanitaria Springs Rd	6:50
	Cafferty Rd	6:55
	Smith Rd	7:00
	Martin Hill Rd (Dilly Rd to Colesville Rd)	7:10
	Pease Rd (At Martin Hill)	7:15
	Watrous Rd	7:16
	Doolittle Rd	7:20
	Rte 79 (Doolittle Rd to 2710 Rte 79)	7:25
	Still Rd	7:30
<b>Route 'S'</b>		
	Allen Rd (Spear Rd to Meade Rd)	6:40
	Meade Rd (Allen Rd to Walling Rd)	6:41
	Holcomb Rd (Walling Rd to Allen Rd)	6:45
	Beartown Rd	6:50
	Tunnel Rd (Meade Rd to Rte 79)	7:00
	Rte 79 (District line to Pratt Rd)	7:05
	Paddleford Rd	7:06
	Babcock Rd	7:07
	Snow Rd	7:10
	Marvin Pl (At Rte 79)	7:15
	Hurlburt Rd (At 79)	7:16
	Pratt Rd	7:17
	Hickox Rd	7:20
	Lovejoy Rd (Hickox Rd to Rte 7)	7:25
	Main (Rte 7 to Light Rd)	7:35
	Light Rd	7:36
<b>Route 'W'</b>		
	Pleasant Hill Rd	6:45
	Porter Hollow Rd	6:46
	Winn Hill (Porter Hollow to Pleasant Hill)	6:50
	Quinn Hill Rd	7:15
	Rte 79 (Winding Way to Maple Rd)	7:30
	Winding Way (At Rte 79)	7:32

ROUTE 'G'	PICKUP	TIME
	Wiser Rd	6:45
	Dilly Rd	7:00
	Martin Hill Rd (Dilly Rd to Cafferty Rd)	7:10
	Colesville Rd (Rowe Rd to Chaffee Rd)	7:15
	Chaffee Rd	7:16
	Welton Rd	7:25
	Rowe Rd	7:35
<b>ROUTE 'B'</b>		
	Flagg Rd	6:40
	Ridge Rd	6:45
	Old State Rd	6:50
	Briarwood Rd	6:55
	Springer Rd	6:57
	Duell Rd	7:00
	Fox Hollow Rd	7:05
	Colesville Rd (Flagg Rd to North Rd)	7:15
	Colesville Rd (Hurd Rd to Welton Rd)	7:30
<b>ROUTE 'L'</b>		
	Rte 7 (Rte 79 to Sanitaria Springs Fire Station)	6:45
	Allen Rd (To Spear Rd)	6:50
	Spear Rd	6:51
	Flannery MHP	7:05
	Country Manor MHP	7:06
	Belden Manor Rd	7:15
	Martin Hill Rd	7:20
	Sova Rd (At Martin Hill)	7:21
	Bates Rd	7:30
	Gehr Rd (At Rte 7)	7:35
	Creekside Village MHP	7:40
<b>Route 'D'</b>		
	Rte 79 (At Center Village Bridge)	6:45
	Loop Rd (Bridge to East Windsor)	6:50
	East Windsor Rd (Loop to Thorn Hill)	6:51
	Thorn Hill Rd	6:55
	Buman Rd	7:00
	Penny Hollow Rd	7:10
	Nabinger Hill Rd	7:15
	Perch Pond Rd	7:20
	E Windsor Rd (Perch to Dyer Flat)	7:25
	Dyer Flat Rd	7:30
	Center Village Bridge (To 3320 Rte 79)	7:35
	Golden Lane	7:40
<b>Route 'K'</b>		
	Rte 235 (To Davey Rd)	6:40
	Davey Rd	6:55
	Rte 235 (Long Hill to Coventry Rd)	7:00
	Seymour Hill Rd	7:10
	Gray Rd	7:15
	Clendenning Rd	7:16
	Skellett Rd	7:20
	Rte 79 (Pratt Rd to Rte 7)	7:25
<b>Route 'H'</b>		
	Colesville Rd (Rowe Rd to W Colesville Fire Dept)	6:50
	Mills Rd	6:55
	Johnson Rd	7:00
	Parkview Rd	7:10
	Dug Rd	7:15
	Hawkins Rd	7:20
	Ouaquaga Rd	7:25
	Matthews Lane	7:30
	Monroe Rd	7:35

[DMaxium2.hcs.stier.org](http://DMaxium2.hcs.stier.org) - Head Bus Driver





## Emergency closing, delays, cancellations notifications

In the event of an emergency closing, delay or cancellation, please tune in to one of the following radio and TV stations for the latest updates:

### Television stations:

News Channel 34      WBNG-TV 12  
WICZ/Fox 40      TWC News

### Radio stations:

WBNW-105.7-FM      WKGB-92.5-FM  
WINR-680-AM      WLTB-101.7-FM  
WBBI-107.5-FM      WENE-1430-AM  
WNBF-1290-AM      WHWK-98.1-FM  
WWYL-104.1-FM      WAAL-99.1-FM

### Radio stations:

WYOS-1360-AM      WCDO-101-FM  
WMXW-103.3-FM

### Print:

Press & Sun-Bulletin – online @ [Pressconnects.com](http://Pressconnects.com)

We will also continue to use the “All Call” system to contact parents, faculty and staff with important information such as delays and closings.

### Bus safety tips

- If your child needs a pick up or drop off at a child care location, please contact transportation to make sure we are aware.
- Students can be picked up at one location and dropped off at a different location, but the arrangement has to be consistent Monday through Friday.

- Do not pass a school bus when the stop sign is out and red lights are flashing. This law is also in effect in school parking lots.
- Bus transportation is a privilege. Violation of safety rules will lead to suspension of this privilege.



### Please remind your children that:

- Each time a driver looks in the rear view mirror because of a student distraction, they miss seeing one hundred feet of roadway.
- They must wait for the driver's hand signal before crossing in front of the bus.
- Silence at a railroad crossing is important so the driver can hear an oncoming train.

## BUS/TRANSPORTATION DO'S & DON'TS



**GO** – **FILL OUT** and update the transportation confirmation form for the 2016-2017 school year. Use form included in this newsletter.

**GO** – **NOTIFY** the transportation department of any changes to your child's transportation needs. All changes must be in writing. Please send a note or use the following email ([DMaxim2@hcs.stier.org](mailto:DMaxim2@hcs.stier.org) or [Sschnurbusch@hcs.stier.org](mailto:Sschnurbusch@hcs.stier.org))

**GO** – **INSTRUCT** all students to follow transportation policies (see [www.hcs.stier.org](http://www.hcs.stier.org)). Elementary students are nominated for bus safety awards each month by their driver.

**GO** – **LIMIT** your changes to ensure proper transportation of your students.

**GO** – **CONSIDER** becoming a bus driver for our district.



**STOP** – **DON'T** forget to fill out the transportation confirmation form.

**STOP** – **DON'T** pass a bus with flashing red lights, including buses on school grounds.

**STOP** – **DON'T** get a bus referral bus conduct report.

**STOP** – **DON'T** forget to send all transportation/bus changes in writing. All changes must be in writing. Please send a note or use the following emails ([DMaxim2@hcs.stier.org](mailto:DMaxim2@hcs.stier.org) or [Sschnurbusch@hcs.stier.org](mailto:Sschnurbusch@hcs.stier.org))

**STOP** – **DON'T** use district transportation to accommodate personal events; e.g. birthday parties, slumber parties, etc.

**New this year:** Look for the new route symbols on the side of the bus. All routes will have a letter with a symbol. For example, an “A” with a picture of an Apple. Please remember to be ready approximately 10 minutes before your scheduled pick up time. As always, please feel free to contact me with any questions or concerns regarding your child/children's transportation at 607-693-8100 or [DMaxim2@hcs.stier.org](mailto:DMaxim2@hcs.stier.org). I look forward to a safe and enjoyable upcoming school year. - Danielle Maxim, head bus driver

**2016-17 Return Your Transportation Confirmation [www.hcs.stier.org](http://www.hcs.stier.org)**



## 2016-17 Transportation Confirmation

### Final Reminder: Return No Later than September 2

Every student needs their transportation information updated for the start of the 2016-2017 school year since last year's transportation requests are no longer in effect. Please complete the following form to ensure the proper transportation procedures for your child are in effect and return as soon as possible.

<b>Student Name(s) (first and last)</b> *Please list every student in your household.	<hr/> <hr/> <hr/> <hr/>
<b>Transportation-A.M. Pick-Up Address</b>	
<input type="checkbox"/> <b>Home:</b> _____	
<input type="checkbox"/> <b>Other:</b> Persons Name _____ Relation _____ Address: _____	
<b>Transportation-P.M. Drop-Off Address</b>	
<input type="checkbox"/> <b>Home</b>	
<input type="checkbox"/> <b>Other:</b> Persons Name _____ Relation _____ Address: _____	
<b>Parent Pick-Up Procedure</b>	
Parent Drop-off (A.M.) <input type="checkbox"/>	Parent Pick-up (P.M.) <input type="checkbox"/>
<b>Half-Day/Early Dismissal Procedure</b>	
Half-Day or Early Dismissal	Parent Pick-Up <input type="checkbox"/> Bus Transportation <input type="checkbox"/>
Half-Day or Early Dismissal Transportation Address	
For the safety of our elementary students, written consent is required for your student to be picked up or dropped off alone at a bus stop or at a home address at any time.	
Parent/Guardian Signature: _____	





## Pesticide notification

Dear parent, guardian, and school staff member,

New York State Education Law Section 409-H, effective July 1, 2001, requires all public and non-public elementary and secondary schools to provide written notification to all persons in parental relation, faculty, and staff regarding the potential use of pesticides periodically throughout the school year. The Harpursville School District is required to maintain a list of persons in parental relation, faculty, and staff who wish to receive 48-hour prior written notification of certain pesticide applications. The following pesticide applications are not subject to prior notification requirements:

- A school remains unoccupied for a continuous 72 hours following an application
- Anti-microbial products
- Nonvolatile rodenticides in tamper resistant bait stations in areas inaccessible to children
- Nonvolatile insecticidal baits in tamper resistant bait stations in areas inaccessible to children
- Silica gel and other nonvolatile ready-to-use pastes, foams, or gels in areas inaccessible to children
- Boric acid and disodium octaborate tetrahydrate
- The application of EPA designated biopesticides
- The application of EPA designated exempt materials under 40CFR152.25
- The use of aerosol products with a directed spray in containers of 18 fluid ounces or less when used to protect individuals from an imminent threat from stinging and biting insects including venomous spiders, bees, wasps, and hornets.



In the event of an emergency application necessary to protect against an imminent threat to human health, a good faith effort will be made to supply written notification to those on the 48-hour prior notification list. If you would like to receive 48-hour advance notification of pesticide applications that are scheduled to occur in your school, please complete the form below and return it to David Johnson, pesticide representative, Harpursville Central School, PO Box 147, Harpursville, NY 13787. Please feel free to contact Mr. Johnson at 693-8121 or [djohnson@hcs.stier.org](mailto:djohnson@hcs.stier.org) for further information on these requirements.

### Harpursville School District Request for Pesticide Application Notification

School Building Name		
Name:		Address:
Day phone:	Evening phone:	Email Address:



## Meal program application instructions

Dear parent/guardian:

Children need healthy meals to learn. Harpursville Central School District offers healthy meals every school day. Breakfast is available to the Elementary level at no cost and \$1.30 at the Secondary level. Lunch is also available at 2.10 at the Elementary level and 2.30 at the Secondary level. Your children may qualify for free meals or for reduced price meals. Reduced price is \$0.25 for breakfast and \$0.25 for lunch.

1. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD? No. Complete the application to apply for free or reduced price meals. Use one Free and Reduced Price School Meals Application for all students in your household. We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: Harpursville CSD, Attn: Food Service Dept., PO Box 147, Harpursville, NY 13787.
2. WHO CAN GET FREE MEALS? All children in households receiving benefits from SNAP, the Food Distribution Program on Indian Reservations or TANF, can get free meals regardless of your income. Also, your children can get free meals if your household's gross income is within the free limits on the Federal Income Eligibility Guidelines.
3. Can foster children get free meals? Yes, foster children that are under the legal responsibility of a foster care agency or court, are eligible for free meals. Any foster child in the household is eligible for free meals regardless of income.
4. CAN HOMELESS, RUNAWAY, AND MIGRANT CHILDREN GET FREE MEALS? Yes, children who meet the definition of homeless, runaway, or migrant qualify for free meals. If you haven't been told your children will get free meals, please call Jill Andrews at 607-693-8108 to see if they qualify.
5. WHO CAN GET REDUCED PRICE MEALS? Your children can get low cost meals if your household income is within the reduced price limits on the Federal Eligibility Income Chart, shown on this application.
6. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE APPROVED FOR FREE MEALS? Please read the letter you got carefully and follow the instructions. Call the school at 607-766-3926 if you have questions.
7. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT ANOTHER ONE? Yes. Your child's application is only good for that school year and for the first 30 days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year.
8. I GET WIC. CAN MY CHILD(REN) GET FREE MEALS? Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out a FREE/REDUCED PRICE MEAL application.
9. WILL THE INFORMATION I GIVE BE CHECKED? Yes and we may also ask you to send written proof.
10. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.
11. WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION? You should talk to school officials. You also may ask for a hearing by calling or writing to: The Superintendent of Schools, PO Box 147, Harpursville, NY 13787, 607-693-8101.
12. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN? Yes. You or your child(ren) do not have to be U.S. citizens to qualify for free or reduced price meals.
13. WHO SHOULD I INCLUDE AS MEMBERS OF MY HOUSEHOLD? You must include all people living in your household, related or not (such as grandparents, other relatives, or friends) who share income and expenses. You must include yourself and all children living with you. If you live with other people who are economically independent (for example, people who you do not support, who do not share income with you or your children, and who pay a pro-rated share of expenses), do not include them.
14. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
15. WE ARE IN THE MILITARY. DO WE INCLUDE OUR HOUSING ALLOWANCE AS INCOME? If you get an off-base housing allowance, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.
16. MY SPOUSE IS DEPLOYED TO A COMBAT ZONE. IS HER COMBAT PAY COUNTED AS INCOME? No, if the combat pay is received in addition to her basic pay because of her deployment and it wasn't received before she was deployed, combat pay is not counted as income. Contact your school for more information.
17. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for SNAP or other assistance benefits, contact your local assistance office or call 1-800-342-3009



# 2016-2017 Income eligibility guidelines for free and reduced price meals

## Reduced price eligibility income chart

Total Family Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly
1	\$ 21,978	\$ 1,832	\$ 916	\$ 846	\$ 423
2	\$ 29,637	\$ 2,470	\$ 1,235	\$ 1,140	\$ 570
3	\$ 37,296	\$ 3,108	\$ 1,554	\$ 1,435	\$ 718
4	\$ 44,955	\$ 3,747	\$ 1,874	\$ 1,730	\$ 865
5	\$ 52,614	\$ 4,385	\$ 2,193	\$ 2,024	\$ 1,012
6	\$ 60,273	\$ 5,023	\$ 2,512	\$ 2,319	\$ 1,160
7	\$ 67,951	\$ 5,663	\$ 2,832	\$ 2,614	\$ 1,307
8	\$ 75,647	\$ 6,304	\$ 3,152	\$ 2,910	\$ 1,455
*Each Add'l person add	\$ 7,696	\$ 642	\$ 321	\$ 296	\$ 148

**How to Apply:** To get free or reduced price meals for your children you may submit an Eligibility Letter for Free Meals received from the NYS Education Department, OR carefully complete one application for your household and return it to the designated office. If you now receive SNAP, Temporary Assistance to Needy Families (TANF) for any children, or participate in the Food Distribution Program on Indian Reservations (FDPIR), the application must include the children's names, the household SNAP, TANF or FDPIR case number and the signature of an adult household member. All children should be listed on the same application. If you do not list a SNAP, TANF or FDPIR case number for all the children for whom you are applying, the application must include the names of everyone in the household, the amount of income each household member, and how often it is received and where it comes from. It must include the signature of an adult household member and the last four digits of that adult's social security number, or check the box if the adult does not have a social security number. An application that is not complete cannot be approved. Contact your local Department of Social Services for your SNAP or TANF case number or complete the income portion of the application.

**Reporting Changes:** The benefits that you are approved for at the time of application are effective for the entire school year. You no longer need to report changes for an increase in income or decrease in household size, or if you no longer receive SNAP.

**Income Exclusions:** The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care Development (Block Grant) Fund should not be considered as income for this program.

**Nondiscrimination Statement:** This explains what to do if you believe you have been treated unfairly.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter 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;  
**fax:** (202) 690-7442; or **email:** [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

**Meal Service to Children with Disabilities:** Federal regulations require schools and institutions to serve meals at no extra charge to children with a disability which may restrict their diet. A student with a disability is defined in 7CFR Part 15b.3 of Federal regulations, as one who has a physical or mental impairment which substantially limits one or more major life activities. Major life activities are defined to include functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working. You must request the special meals from the school and provide the school with medical certification from a medical doctor. If you believe your child needs substitutions because of a disability, please get in touch with us for further information, as there is specific information that the medical certification must contain.

**Confidentiality:** The United States Department of Agriculture has approved the release of students names and eligibility status, without parent/guardian consent, to persons directly connected with the administration or enforcement of federal education programs such as Title I and the National Assessment of Educational Progress (NAEP), which are United States Department of Education programs used to determine areas such as the allocation of funds to schools, to evaluate socioeconomic status of the school's attendance area, and to assess educational progress. Information may also be released to State health or State education programs administered by the State agency or local education agency, provided the State or local education agency administers the program, and federal State or local nutrition programs similar to the National School Lunch Program. Additionally, all information contained in the free and reduced price application may be released to persons directly connected with the administration or enforcement of programs authorized under the National School Lunch Act (NSLA) or Child Nutrition Act (CNA); including the National School Lunch and School Breakfast Programs, the Special Milk Program, the Child and Adult Care Food Program, Summer Food Service Program and the Special Supplemental Nutrition Program for Women Infants and Children (WIC); the Comptroller General of the United States for audit purposes, and federal, State or local law enforcement officials investigating alleged violation of the programs under the NSLA or CNA.

**Reapplication:** You may apply for benefits any time during the school year. Also, if you are not eligible now, but during the school year become unemployed, have a decrease in household income, or an increase in family size you may request and complete an application at that time.

The disclosure of eligibility information not specifically authorized by the NSLA requires a written consent statement from the parent/guardian. We will let you know when your application is approved or denied.

Sincerely,

*Mark A. Bordeau*

Mark A. Bordeau  
Director of Food Services



To apply for free and reduced price meals, submit a Free Meals/Milk Eligibility Letter received from the Office of Temporary and Disability Assistance OR complete only one application for your household using the instructions. Sign the application and return the application to Harpursville CSD, Attn: Food Service Dept., PO Box 147, Harpursville, NY 13787. If you have a foster child in your household, you may include them on your application. A separate application is no longer needed. Call the school if you need help: 766-3926. Ensure that all information is provided. Failure to do so may result in denial of benefits for your child or unnecessary delay in approving your application.

**PART 1 All households must complete student information. Do not fill out more than one application for your household.**

- (1) Print the names of the children, including foster children, for whom you are applying on one application.
- (2) List their grade and school.
- (3) Check the box to indicate a foster child living in your household, or if you believe any child meets the description for homeless, migrant, runaway (a school staff will confirm this eligibility).

**PART 2 Households getting snaps, tanf or fdpir should complete part 2 and sign part 4.**

- (1) List a current SNAP, TANF or FDPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household.

The case number is provided on your benefit letter.

- (2) An adult household member must sign the application in PART 4. SKIP PART 3. Do not list names of household members or income if you list a SNAP case number, TANF or FDPIR number.

**PART 3 All other households must complete these parts and all of part 4.**

- (1) Write the names of everyone in your household, whether or not they get income. Include yourself, the children you are applying for, all other children, your spouse, grandparents, and other related and unrelated people in your household. Use another piece of paper if you need more space.
- (2) Write the amount of current income each household member receives, before taxes or anything else is taken out, and indicate where it came from, such as earnings, welfare, pensions and other income. If the current income was more or less than usual, write that person's usual income. Specify how often this income amount is received: weekly, every other week (bi-weekly), 2 x per month, monthly. If no income, check the box. The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care and Development Block Grant, TANF and At Risk Child Care Programs should not be considered as income for this program.
- (3) The application must include the last four digits only of the social security number of the adult who signs PART 4 if Part 3 is completed. If the adult does not have a social security number, check the box. If you listed a SNAP, TANF or FDPIR number, a social security number is not needed.

**OTHER BENEFITS:** Your child may be eligible for benefits such as Medicaid or Children's Health Insurance Program (CHIP). In order to determine if your child is eligible, program officials need information from your free and reduced price meal application. Your written consent is required before any information may be released. Please refer to the attached parent Disclosure Letter and Consent Statement for information about other benefits.

**PRIVACY ACT STATEMENT**

Privacy Act Statement: This explains how we will use the information you give us.

The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the adult household member who signs the application. The last four digits of the social security number are not required when you apply on behalf of a foster child or you list a SNAP, Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDPIR identifier for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs. We MAY share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.

**DISCRIMINATION COMPLAINTS**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter 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;

**fax:** (202) 690-7442 or **email:** [program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.



**2016-2017 Application for Free and Reduced Price School Meals**

To apply for free and reduced price meals for your children, read the instructions on the back, complete **only one** form for your household, sign your name and return it to Harpursville CSD, Attn: Food Service Dept., PO Box 147, Harpursville, NY 13787. Call 607-766-3926, if you need help. Additional names may be listed on a separate paper.

## 1. List all children in your household who attend school:

Student Name	School	Grade/Teacher	Foster Child	Homeless Migrant, Runaway
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

## 2. SNAP/TANF/FDPIR Benefits:

If anyone in your household receives either SNAP, TANF or FDPIR benefits, list their name and CASE # here. Skip to Part 4, and sign the application.

Name: \_\_\_\_\_ CASE # \_\_\_\_\_

## 3. Report all income for ALL Household Members (Skip this step if you answered 'yes' to step 2)

**All Household Members (including yourself and all children that have income).**

List all Household members not listed in Step 1 (including yourself) **even if they do not receive income**. For each Household Member listed, if they do receive income, report total income for each source in whole dollars only. If they do not receive income from any other source, write '0'. If you enter '0' or leave any fields blank, you are certifying (promising) that there is no income to report.

Name of household member	Earnings from work before deductions <i>Amount / How Often</i>	Child Support, Alimony <i>Amount / How Often</i>	Pensions, Retirement Payments <i>Amount / How Often</i>	Other Income, Social Security <i>Amount / How Often</i>	No Income
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>

Last Four Digits of Social Security Number: XXX-XX- \_\_\_\_ - \_\_\_\_

I do not have a SS# ☐

## 4. Signature: An adult household member must sign this application and provide the last four digits of their Social Security Number (SS#), or mark the "I do not have a SS# box" before it can be approved.

I certify (promise) 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 will get federal funds; the school officials may verify the information and if I purposely give false information, I may be prosecuted under applicable State and federal laws, and my children may lose meal benefits.

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

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

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Home Address: \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE – FOR SCHOOL USE ONLY**

**Annual Income Conversion (Only convert when multiple income frequencies are reported on application)**  
Weekly X 52; Every Two Weeks (bi-weekly) X 26; Twice Per Month X 24; Monthly X 12

☐ SNAP/TANF/Foster

☐ Income Household: Total Household Income/How Often: \_\_\_\_\_ / \_\_\_\_\_ Household Size: \_\_\_\_\_

☐ Free Meals ☐ Reduced Price Meals ☐ Denied/Paid

Signature of Reviewing Official \_\_\_\_\_ Date Notice Sent: \_\_\_\_\_



## Harpursville Central School District

P.O. Box 147

Harpursville, NY 13787

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

### Board of Education

Joseph Burns, president

Melissa Anderson, vice president

John Dattoria

Michelle Noyes

Stephanie Quick

Michael Rhodes

Russell Weist

Postal Patron

ECRWSS

### Superintendent

Michael Rullo

---

## Military opt out for juniors and seniors

---

The United States Congress has passed two major pieces of legislation requiring local schools to give military recruiters the same access to high school students as we provide to colleges and employers. As a result, we are required to provide recruiters with student's names, addresses and telephone numbers when requested.

These same pieces of legislation allow parents to "opt out" of having this information disclosed to recruiters. We **will not** provide recruiters with the personal information of your son or daughter if you notify us that this is your preference. Therefore, in order for us to exclude your child from the list, we need your consent on the form below

If you wish to exercise your opt out option, please fill out the information below, detach at the dotted line, and have your son or daughter return it to the guidance office by **November 1, 2016**. If we do not receive the form by that time **we will** release your son or daughters personal information to the recruiters of the United States Armed Forces upon their request.

I hereby request that my son/daughter \_\_\_\_\_ a junior/senior at Harpursville High School be left off the personal information list that will be provided to the recruiters of the United States Armed Forces. I understand that I am utilizing the right to opt my child out of this requirement.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date