



Newfane Central School District

2023-2024 Calendar and Information

Newfane Central School District

A Message from the Superintendent of Schools, Lisa Krueger Ed.D.

I am honored to be writing to you as the Superintendent of the Newfane Central School District. I am a proud graduate of the Newfane Schools, and attended our school system for Kindergarten through 12th grade. I am grateful for the experiences I was provided by caring and dedicated teachers, staff, and administrators and thankful for the learning opportunities given to me.

For the past 19 years I have been a school leader in the Orchard Park Central School District, serving as the Eggert Road Elementary School Principal, the House 3 Principal at Orchard Park High School, and, since 2012, the Assistant Superintendent for Curriculum & Instruction. One of my core beliefs is that education is the most powerful tool we can provide our children, and it is a responsibility I take seriously. As a mom, I know we all want to send our children to safe schools filled with caring and supportive teachers, staff, and administrators. I will strive daily to fulfill our mission to encourage all people in the Newfane school and community to grow toward their highest potential.

Throughout the summer I continued to be impressed by the good things happening in our school district. The school facilities, particularly Panther Field, are reflective of the community's support of our schools. Below are a few highlights from the summer and an update on the capital improvement project.

Summer 2023 Highlights

- Over 200 K-8 students participated in our Summer Academic Enrichment program, which is a five week program to strengthen academic skills. A team of nearly 40 teachers and staff supported the students in this program under the leadership of Teacher Leader Stephanie Burgess and Assistant Principal Carrie Miller, and we are appreciative to all involved in the success of this program!
- Again this year, we partnered with the Town of Newfane to offer a Summer Recreation Program for our students. Over 100 students participated in this program, which provided physical activity, social interactions in a fun and safe environment. Many thanks to teacher Program Leaders Mike Capen and Gabby Maybach, and Town Supervisor John Syracuse for their support of this program.
- Summer is also a time for teachers to work on curriculum revisions and professional learning. Many thanks to Pete

Young, our Director of Curriculum, Assessment and Technology for his dedication to supporting our teachers, and to Nick Kiser, Technology Instructional Coach for his planning and leadership in these workshops. Despite our buildings having limited availability due to construction, Pete collaborated with the Lockport City School District to host training sessions for teachers at Lockport High School.



Capital Improvement Highlights

We are in our second year of the Capital Improvement Project, and the enhancements to our school facilities are remarkable, particularly to our middle school.

- The middle school secure main entrance and main office renovations will be completed for the start of the school year.
- The middle school auditorium renovations had a few delays this summer, but will be completed this fall. We cannot wait to welcome the community into our auditorium for concerts, the high school musical, and other community events.
- The middle school track will also be completed later this fall, and we look forward to its use for physical education, athletics and by the community.
- Throughout the district, parking lots, masonry, electrical and plumbing essential repairs and improvements were made to continue to care for our community's school buildings.

As I return to my alma mater, I look forward to becoming a visible and accessible member of the community. I believe it is important that I support local businesses, organizations, and community events. When you see me out and about please introduce yourself! I am likely to be with my husband, Eric (who also graduated from Newfane) and our daughters, Kathryn and Quinn.

On behalf of our entire team of administrators, teachers and staff, I am excited for the 2023-24 school year, and look forward to another exciting year filled with lots of learning, student progress and making memories. I am truly honored to be your Superintendent of Schools. I look forward to giving back to the school system that gave me the educational foundation to be the leader I am today.

Go Panthers!

Student Schedule

August/September

30-31 Staff Development Days
4 Labor Day
5 First Day of School Year

October

9 Columbus Day
20 Staff Development Day

November

10 End of 1st Marking Period (Gr. 5-12)
10 Veterans Day
22-24 Thanksgiving Recess

December

5 End of 1st Trimester (Gr. K-4)
22-29 Winter Recess

January

1 Winter Recess
15 Dr. Martin Luther King, Jr. Day
23-26 NYS Regents Exams - NHS
26 End of 2nd Marking Period (Gr. 5-12)

February

19-20 Presidents' Day

March

8 Staff Development Day
12 End of 2nd Trimester (Gr. K-4)
25-29 Spring Recess

April

1-5 Spring Recess
12 End of 3rd Marking Period (Gr. 5-12)

May

24 Memorial Day - Emergency Day Alternate
27 Memorial Day

June

4, 14, 18 NYS Regents Exams
19 Juneteenth
20-25 NYS Regents Exams - NHS
26 Rating Day/Closing Day

Newfane Central School District Directory

Newfane Phone Directory: 716-778-6888

Our Schools

Newfane High School (NHS*)

One Panther Drive, Newfane, New York, 14108

Daniel Bedette, Principal

Randall Gammiero, Assistant Principal for Student Support

Chanceton Puinno, Assistant Principal for Athletics and Community Programs

Karen Flagler, Secretary 716-778-6550

TBD, Secretary 716-778-6551

Newfane Middle School (NMS*)

2700 Transit Road, Newfane, New York 14108

Keith Crombie, Principal

Caroline Miller, Assistant Principal

Patty Beane, Secretary 716-778-6451

Donnell Gibson, Secretary 716-778-6452

Newfane Elementary School (NES*)

2909 Transit Road, Newfane, New York 14108

Danielle Hawkins, Principal

Gretchen Harrington, Secretary 716-778-6376

Dina Havens, Secretary 716-778-6375

Newfane Early Childhood Center (NECC*)

6048 Godfrey Road, Burt, New York 14028

Peter Young, Principal

Colleen Schultz, Secretary 716-778-6351

Newfane School Hours:

Newfane Early Childhood Center: 8:30 AM - 1:30 PM

Newfane Elementary School: ... 8:30 AM - 3:20 PM

Newfane Middle School: 7:30 AM - 2:13 PM
(Late Bus at 3:05 PM)

Newfane High School: 7:47 AM - 2:25 PM
(Late Bus at 3:10 PM)

*School abbreviations in calendar.

Administration

District Office & Business Office

6048 Godfrey Road, Burt, New York 14028

Dr. Lisa Krueger 716-778-6850
Superintendent of Schools

Kevin Klumpp 716-778-6861
District Treasurer/Coordinator of Business Operations

Peter Young 716-778-6462
Director of Curriculum, Instruction, Assessment and Technology

Jeffrey Anstett 716-778-6581
Technology Coordinator/District Data Privacy Officer

Charles Milne 716-778-6586
Director of Facilities

Jennifer Bower 716-778-6468
Director of Student Services (Special Education)

Chanceton Puinno 716-778-6563
Director of Athletics and Community Programs

Colleen Schultz 716-778-6855
Tax Collector

JoAnne Huntington 716-778-6561
School Food Service Director

Bernadette Seymour 716-778-6853
Aquatic Center Director

Student Transportation of America/Ridge Road Express
Newfane Garage 716-778-8333

Board of Education and Superintendent



(LtoR) Robert Dunn, Santo Tomasine (President), Anthony Casinelli, James Schmitt (Vice President), Margaux Lingle, Melinda Bower and Superintendent Dr. Lisa Krueger. Not pictured: Emma Oudette.

Crystal Frank, District Clerk 716-778-6856
cfrank@newfanecentralschools.org

Board of Education Meetings are held on the first and third Tuesday of every month unless specified differently. The meetings are held in the Newfane Early Childhood Center Board Room 129 at 7PM. The meeting schedule can be found online at www.newfane.wnyric.org under the Board of Education. The public is invited and encouraged to attend.

Please check our website at
www.newfane.wnyric.org
during the year for
up-to-date calendar events.

Mission Statement

To develop and support a partnership which provides a positive climate encouraging all people in the Newfane School and Community to grow toward their highest potential.

Information

Emergency School Closings

School closings will be announced via Global Phone and Text Service (be sure to have updated contact information on file with your students' school) and through televised media. TV stations include WGRZ-2, WIVB-4, WKBW-7 and Spectrum News.



How Do I?

Register a child to attend Newfane School District?

Call the Central Registration Office at 716-778-6351. The office, located at the Newfane Early Childhood Center, is open Monday - Friday from 7:45 AM-3:15 PM, during the school year.

Qualify for free or reduced breakfast and lunch?

Applications are sent home with each student in September. Information and the application form can also be found on the District's website, www.newfane.wnyric.org. Please call the Food Service Director at 716-778-6561 with any questions.

Pay for my child(ren)'s breakfast and/or lunch?

Newfane School District utilizes www.myschoolbucks.com for online payment. You are also able to send a check, payable to Newfane CSD, with your child to turn in at the lunch line. A link to this website is on the district's homepage at www.newfane.wnyric.org on the left side under Site Shortcuts.

Obtain information regarding the YWCA's Before- or After-School Program?

Go to the Elementary School tab on the district's website and click on School Age Child Care on the left-hand side under Shortcuts. You may also call the YWCA of Lockport at 716-433-6714.

How Do I?

Contact a building nurse regarding my child's immunizations and/or medication?

Call Nurse Teresa Trank at Newfane Early Childhood Center: 716-778-6353

Call Nurse Donna Winans at Newfane Elementary School: 716-778-6374

Call Nurse Courtney Bedford at Newfane Middle School: 716-778-6470

Call Nurse Lisa Erck at Newfane High School: 716-778-6554

Resolve a transportation issue?

Contact STA/Ridge Road Express - Newfane Garage at 716-778-8333.

Resolve a student problem?

Contact the teacher first. If problem is not resolved, contact the building principal. Faculty and principal contact information can be found on our district website.

Obtain information regarding special education services?

Call the Special Education Student Services Office at 716-778-6458.

Contact the Athletics Department?

Call the Athletics Office at 716-778-6563 or email mhaylett@newfanecentralschools.org.

Inquire about using the District's facilities or becoming a member of the High School Fitness Center?

Contact Chanceton Puinno by email at cpuinno@newfanecentralschools.org. The High School Fitness Center hours are Monday - Thursday from 5:00-8:00 PM.

How Do I?

Request a copy of my transcript?

Visit the Newfane School District's website at www.newfane.wnyric.org. Under Site Shortcuts, on the left-hand side of the homepage, scroll down and click on Records Request.

Get a copy of my school tax bill?

Please see the District's website or call the District's Tax Collector at 716-778-6855.

Obtain information about the PTSA?

Visit the Newfane School District's website at www.newfane.wnyric.org. Under the Parents tab, click on **PTSA**. The PTSA is a volunteer group whose success depends on YOU! Anything you do to help benefits not only our children's school environment but also helps to bring home and school closer together.

The Newfane PTSA is made up of three branches. They are the Executive Committee which is the elected officers; the Executive Board which are the officers and chairpersons; and the General Membership which is any person who has purchased a membership for the Newfane PTSA.

When you join your PTSA, you also become a member of the National PTA and the NYS PTA. The PTA's purposes are aimed at providing the best possible environment in the school, home, and community for all children.

We welcome all volunteers. PTSA is open to anyone interested in the needs of young people. We encourage everyone - parents, grandparents and friends to join. Please join us and help us to add to their learning environment.

President: Nicole Enderton - newfanepsapresident@gmail.com

HS VP: Jennifer Bommelje

MS VP: Angela Gunby

NE/NECC VP: Tricia Vosburgh

Secretary: Kristina Ginty

Treasurer: Sarah Bowman



and follow us on Facebook: **Newfane PTSA**

AUGUST/SEPTEMBER 2023

KEY:

NECC - Newfane Early Childhood Center
NES - Newfane Elementary School



NMS - Newfane Middle School
NHS - Newfane High School

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NES - Scholastic Book Fair - Students shop during the day																																																							
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NOVEMBER 2023

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JANUARY 2024

ALL EVENTS
SUBJECT TO CHANGE

SEE DISTRICT WEBSITE FOR UP-TO-DATE CALENDAR EVENTS.



KEY:
NECC - Newfane Early Childhood Center **NMS** - Newfane Middle School
NES - Newfane Elementary School **NHS** - Newfane High School

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FEBRUARY 2024

ALL EVENTS
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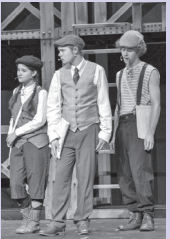
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MAY 2024

ALL EVENTS
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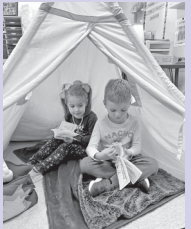

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JUNE 2024

ALL EVENTS
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Community Information

School Taxes

PAYMENT DUE DATES:

9/1/2023 - 10/2/2023 (without penalty)

10/3/2023 - 10/31/2023 (with 2% interest penalty)

Payment can be made by one of the following options:

- MAIL:** Tax bill stub and check payable to Newfane Central School District, PO Box #248, Buffalo, NY 14240-0248
- IN PERSON:** Tax bill stub and check payable to Newfane Central School District; drop box located outside front entrance at Newfane Early Childhood Center, 6048 Godfrey Road, Burt, NY 14028
- ONLINE:** Credit and e-check online only with 3rd party courtesy fee applied.
- CASH:** Cash payments can be made by appointment only. Call 716-778-6855 to make an appointment.

Please visit www.newfane.wnyric.org for additional information.

Are you registered for the STAR credit?

If you've recently bought your home or you've never applied for the STAR benefit on your current home, you may be able to save hundreds of dollars each year. You only need to register for the STAR credit once, and you'll continue to receive the annual benefit as long as you're eligible.

STAR exemption recipients: You don't need to register with New York State for STAR if you're a longtime homeowner with an existing STAR exemption on your school tax bill. If you're a senior citizen who has been receiving the Basic STAR exemption and has become eligible for the Enhanced STAR exemption, you should apply with your local assessor.

Already registered for the STAR credit? Unless there's been a change in ownership, please do not register again. New York State will review your information every year and automatically send you a STAR credit check if you're eligible.

New homeowner? Eligible new homeowners will receive their STAR savings in the form of a check directly from New York State. But you must register with the New York State Tax Department to receive a STAR credit check.

For more information on STAR, please visit www.tax.ny.gov/star/

Property owners without access to a computer can register by phone weekdays from 8:30 am to 4:30 pm by calling 518-457-2036.

School Closings

The Superintendent monitors the weather and road conditions, particularly during inclement weather. If possible, the Superintendent will generally make a decision on closing school before 6:00 a.m.

If a storm may appear to end by early morning, the Superintendent may announce a one or two-hour delayed opening. In such cases, all classes in all schools would begin one or two hours later than usual and bus schedules would be delayed by exactly one or two hours depending on the announcement. If there is a delayed opening of school in the morning,

the morning Prekindergarten classes are cancelled. Dismissal times in all schools would remain the same.

If a storm develops unexpectedly while school is in session, a decision to close early may be made. Similarly, a decision may be made to cancel all afterschool activities. If at the normal dismissal time a storm prevents a safe dismissal, students will be sheltered under faculty supervision until such time as a safe dismissal is possible.

The District's automated notification (phone, text) system is used to provide communication on school delays, closures, or early dismissals. In addition, the following television stations are normally notified: WGRZ-TV - Channel 2, WIVB-TV - Channel 4, WKBW-TV - Channel 7, and SPECTRUM NEWS.

**** Please make every effort to update the school district of any phone number or email address changes so you continue to receive important alerts from the District. ****

It is important to note that should inclement weather or other emergencies cause school to close resulting in less than 180 instructional days, the Superintendent may need to adjust the school calendar to provide the minimum 180 instructional days. This may result in abbreviated recess periods in the spring of the school year.

Local Food Pantries

Newfane Community Food Pantry - 3455 Ewings Road, Newfane - Open Tuesdays until 4 PM.; Please call 716-638-4245 to make an appointment for that day.

First Baptist Church Food Pantry - 6047 East Avenue, Newfane - Open Wednesdays from 1 - 6 PM, no appointment necessary or call 716-778-9216; Call 716-491-2523 for emergency need only.

Newfane Community Center - 2737 Main Street, Newfane - Open 4th Saturday of every month (except November & December); Arrive and sign up by 10 AM. Provides vegetables, fruits and dairy.

Community Programs

School Fitness Center

The Fitness Center at Newfane High School is open to members of the Newfane community from 5PM until 8PM Monday through Thursday throughout the year, unless school is closed. An annual registration fee, payable at the Fitness Center, allows any District resident access to the facility. Fitness room supervisors are on site to assist patrons with the proper use of the fitness and weight machines available. The Fitness Center offers a variety of equipment including aerobic equipment (stationary bikes, treadmills, ellipticals) and strength training machines including free weights.

Should you have any questions regarding the Fitness Center, please contact Chanceton Puianno, Director of Athletics and Community Programs, by email at cpuianno@newfanecentralschools.org.

Aquatic Center – Swim Programs/Parties

The District offers a variety of aquatic programs for families and community members throughout the school year.

Dates and times for each program, as well as registration instruc-

tions, are available on the District's website, www.newfane.wnyric.org under the Athletic/Aquatics tab.

For programming questions or to inquire about booking a party, please contact Bernadette Seymour, Aquatic Center Director, at 716-778-6853 or by email at bseymour@newfanecentralschools.org.

PARENT & CHILD AQUATIC PROGRAM: The purpose of this program is to provide an American Red Cross aquatic program for infants or preschoolers (6 months through 3 years) and their parent/guardian that will promote water safety practices, aquatic adjustments and swimming readiness skills. Making it "FUN" and enjoyable in the water with parental involvement. This program is intended to develop in young children a comfort level in and around the water, as well as a readiness for learning to swim. This program is NOT designed to teach children to become accomplished swimmers or even to survive in the water on their own. It will, however, provide you with the necessary knowledge and skills to orient your child to the water and to safely supervise water activities. The emphasis is on the development of a warm and trusting relationship between adults, children, and instructor. The relationship serves as the basis for learning.

SENIOR CITIZEN & COMMUNITY SWIM: For our Community members as well as our Senior Citizens.

LEARN-TO-SWIM PROGRAM: If you have a son or daughter and would like to sign up for evening Learn to Swim lessons, this program is for them. Enroll them in an American Red Cross "Learn to Swim Program." This program is divided into seven levels. The prerequisite for each level is successful demonstration of the skills from the preceding level, except for level 1, which has no prerequisite. Our program will offer instruction designed to help swimmers of all ages and abilities develop and refine their skills. We will have an authorized Red Cross Water Safety Instructor teach a variety of strokes, including the front crawl, back crawl, elementary backstroke, breaststroke, sidestroke, and butterfly. They will also introduce a wide range of personal safety skills and possible diving techniques. At more advanced levels, students refine skills, learn the basics of springboard diving, and discover how to incorporate swimming into a lifetime fitness program. This program will fill up quickly so sign up today to ensure a spot.

EVENING WATER AEROBICS: This one hour, low-impact program, uses water resistance to help strengthen muscles while cushioning the body upon impact. Participants do not need to be able to swim to take the class since they will be moving from a standing position in the shallow end. For ages 21 years or older.

DAYTIME WATER ARTHRITIS PROGRAM: Low impact program! Join us in our heated pool and take stress off tired joints and muscles. Gentle range of motion exercises. It cannot rid you of the condition, but it can make it more bearable.

BIRTHDAY PARTIES: Celebrate your child's birthday at the Newfane Aquatic Center!

PRIVATE PARTIES FOR ORGANIZATIONS: The Aquatic Center is also available for private organizations. Book a party for your Boy Scout, Girl Scout, 4-H, church or youth group!

TRANSPORTATION SERVICES

Student Transportation of America/Ridge Road Express provides bus transportation for the students of the Newfane Central School District. Parents should know their child's bus number as well as pick up and drop off times. Children should be waiting for the bus ten minutes before their scheduled pick-up time. Students need to follow the directions of the bus driver. Parents and students should be reminded that riding the bus is a privilege and that the District's Code of Conduct rules also apply while riding the bus.

Students in grades 5-12 that live within one (1) mile of their school are not provided bus transportation and are considered walkers.

School Bus Safety ...

Yellow lights flashing on a school bus mean that the bus is preparing to stop and other drivers need to exercise caution for a school bus stop. **Red lights flashing on a school bus mean that other drivers need to STOP and be at least 20 feet away.** Stopping too close to a school bus is also against the law in New York. Your car must remain a minimum of 20 feet from the back or front of a school bus when stopping. If you're any closer, you could get a ticket.

Even after students leave the bus and the doors close you still may not be able to legally pass a school bus. The law is very clear when it says no cars may pass a school bus while the red lights are flashing. Even if it's obvious that all children have left the bus and are safely in their homes you still cannot pass the bus if it's lights continue to flash. Sometimes bus drivers may be disciplining students or checking on something inside the bus. If they leave their lights on by mistake, you'll just have to wait until they are done or risk a ticket.

The laws for bus lights and stopping apply on school ground bus circles. **You must stop for a bus flashing red lights.**

New York State Education Law § 3637 requires that all school districts ensure every driver of a school bus or other school vehicle turns off the engine of the vehicle while waiting for passengers to load or offload. The law provides for certain exceptions when necessary for heating, mechanical, or emergency services.

Should you have any questions regarding transportation services, please contact the Newfane Bus Garage at 716-778-8333.

STUDENT SERVICES

Identification and Register Of Children with Disabilities (Child Find) Policy 7650

The Newfane School District will locate, identify, and evaluate all students with disabilities who reside within its boundaries, including homeless children, children who are wards of the state, home-schooled children, and children attending private schools.

The Committee on Special Education (CSE) or Committee on Preschool Special Education (CPSE) will maintain a list of students

and other referred to the committee as possibly having a disability, as appropriate.

Any student suspected of having a disability should be referred to the applicable CSE or CPSE for evaluation and possible identification as a student with a disability. You may reach the Newfane School District's Special Education Office by calling 716-778-6458.

A Parent's Guide to Special Education in New York State for Children Ages 3-21 can be found at the following website:

www.p12.nysed.gov/specialed/publications/policy/parentsguide.pdf

Committee on Preschool Special Education (CPSE) & Committee on Special Education (CSE)

The Newfane Central School District provides services to student with disabilities ages 3-21. The District provides a continuum of special education services as per Part 200 regulations. Members on the Committee on Special Education (CSE) work as a team and are responsible for reviewing referrals, arranging for evaluations and recommendation programs and services for children and adolescents with disabilities. Teachers, parents, and other professionals involved in providing services to the student assist the committee in making decisions about a child's strengths, appropriate programs and services, and placement to meet the child's unique needs. The CPSE and CSE emphasize the least restrictive environment in considering support for students with disabilities. This includes preschool services, consultant teacher services, integrated co-teaching, resource room, guided study hall, special class, related services (speech, counseling, occupational therapy, physical therapy), and educationally related support services.

Students who qualify for special education are given an Individualized Education Program (IEP), which describes the types of services that will be utilized to help meet the needs of the student. The Committee on Special Education (CSE) develops the IEP based on the evaluations conducted and the needs of the student.

Child Abuse and Maltreatment Policy 7530

The District takes seriously the obligations of its officers and employees to report cases of child abuse or maltreatment. Persons required to report cases of child abuse or maltreatment to the State Central Register in accordance with Social Services Law Section 413(1) include, but are not limited to, school teachers, school counselors, school psychologists, school social workers, school nurses, school administrators or other school personnel required to hold a teaching or administrative license or certificate, and full- or part-time compensated school employees required to hold a temporary coaching license or professional coaching certificate.

If you suspect child abuse or maltreatment or you have been hurt, please report it now to the New York State Office of Children and Family Services (OFCS) at 1-800-342-3720 or by visiting their website at <https://ocfs.ny.gov/main/cps/>

Education of Homeless Children and Youth Policy 7131

Are You, or is Someone You Know Experiencing Homelessness?

If you, or someone you know, is living in any of the following tem-

porary situations, please contact our district's liaison for Homeless Children and Youth, Mr. Peter Young, at 716-778-6462:

- *In an emergency or transitional shelter, or sharing housing of other persons due to a loss of housing, economic hardship.*
- *In a motel, hotel, car, camper, abandoned in a hospital.*
- *In a car, park, public place, or in an abandoned building.*
- *Doubled up with a relative or friend.*

As a migratory child in any one of the above conditions, you may be identified as experiencing homelessness and, as such, have rights and protections under the McKinney-Vento Homeless Education Assistance Act.

Fire Drills/Annual Fire Inspection & School Security Measures

In compliance with Education Law § 807 and § 2801-a and Commissioner's Regulation 155.17 regarding emergency response planning, school district buildings are required to conduct twelve emergency drills each year consisting of eight evacuation drills and four lock-down drills. Eight of the required drills must be completed by December 31 each school year. Please be advised that during safety drills there may be no entrance to or exiting from the school buildings. If you arrive at a school during a safety drill, please be patient for the building to complete the drill.

In compliance with New York State Education Law, the District publishes notice of the filing of its annual fire inspection within 20 days of filing it with the New York State Education Department. This notice is published in the Lockport Union-Sun & Journal, the officially designated newspaper of the District.

The Newfane Central School District works closely with the New York State Police and the Niagara County Sheriff's Office to continually evaluate and review the security measures we have in place in the District. Our School Resource Officer (SRO), Niagara County Sheriff's Deputy Ray Needle, is an important resource in our efforts to provide a safe and welcoming environment for our students. His office is at Newfane High School, but he regularly visits each of the school buildings. Deputy Needle can be reached at 716-778-6579.

School Safety Plan Policy 5681

The District considers the safety of its students and staff to be of the utmost importance and is keenly aware of the evolving nature of threats to schools. As such, the District will address those threats accordingly through appropriate emergency response planning. Plans are presented to the Board of Education and the District-wide plan is made available to the public for a 30-day public comment period. Annually, by September 1, the Board of Education adopts the District-wide School Safety Plan.

District-wide school safety plan means a comprehensive, multi-hazard school safety plan that covers all school buildings of the District, addresses crisis intervention, emergency response and management at the District level, and has the contents as prescribed in Education Law and Commissioner's regulations.

The Newfane School's District-wide School Safety Plan is available at www.newfane.wnyric.org/domain/12.

HEALTH SERVICES

School Health Services: Immunization Of Students Policy 7511 and Administration Of Medication Policy 7513

Every child entering or attending a District school must present proof of immunization or proof of immunity by serology (blood test) if applicable unless a New York State licensed physician certifies that the immunization is no longer detrimental to the child's health. Except for this exemption, the District may not permit a child lacking evidence of immunization to remain in school for more than 14 days, or more than 30 days for an out-of-state or out-of-country transferee who can show a good faith effort to get the necessary certification or other evidence of immunization. For a detailed listing of New York State immunization requirements for the 2023-2024 school year, please visit the following website: www.health.ny.gov/publications/2370.pdf

The Niagara County Department of Health (NCDOH) Immunization Program has clinics located in Niagara Falls and Lockport that offer all required and recommended vaccines to individuals. The NCDOH participates in the Vaccine For Children (VFC) program, which offers vaccines free of charge to children under 19 years of age if they qualify for the VFC vaccine. NCDOH also participates in the Vaccine For Adult (VFA) program with free vaccines for adults age 19 and older. This is used for people who are uninsured and underinsured. There is no fee for the vaccines provided by the VFC and VFA programs, but there is an administration fee. For those not eligible for the VFC and VFA programs, various payment options are available. The NCDOH accepts most insurances. For additional information on these programs, please visit Niagara County's website at: www.niagaracounty.com/health/Services/Nursing-Division/Immunizations

Medication Administered at School

The school's registered professional nurse may administer medication to a student during the school day under certain conditions. For the purpose of this policy, the term "medication" includes both prescription and non-prescription medications. The school must receive the following before medication will be administered to a student:

- The original written order from the student's provider stating the name of the medication, precise dosage, frequency, and time of administration;
- A written, signed consent from the student's parent or person in parental relation requesting the administration of the medication, as prescribed by the physician, to the student in school; and
- The medication, properly labeled in its original container, must be delivered to the school health office by the student's parent or person in parental relation. The term "properly labeled," in the context of this policy, means that the container must include the following information: the student's name, name of medication, dosage, frequency, and prescribing physician. A student is not permitted to carry any medication on his or her person in school, or on the school bus, or keep any medication in his or her school locker(s). Exceptions may apply, however, for students

diagnosed with asthma or other respiratory illnesses, diabetes, or allergies who will be permitted to carry and self-administer medication under certain conditions.

All medication orders must be reviewed annually by school health office personnel or whenever there is a change in dosage.

A student is not permitted to carry any medication on his/her person in school, or on the bus, or keep any medication in his/her school locker. An exception to this may apply for an inhaler or epipen for use under certain conditions.

New York State requires the school to have a separate, labeled medication bottle from the pharmacy for field trips. Please contact your child's School Health Office with any questions.

NECC Nurse:

Teresa Trank, Phone: 716-778-6353,
Email: ttrank@newfanecentralschools.org

NES Nurse:

Donna Winans, Phone: 716-778-6374,
Email: dwinans@newfanecentralschools.org

NMS Nurse:

Courtney Bedford, Phone: 716-778-6470,
Email: cbedford@newfanecentralschools.org

NHS Nurse:

Lisa Erck, Phone: 716-778-6554,
Email: lerck@newfanecentralschools.org

Student Physicals – Body Mass Index Screening Policy 7512

As part of a required school health examination, a student is weighed and his/her height is measured. These numbers are used to figure out the student's body mass index or 'BMI'. The BMI helps the doctor or nurse know if the student's weight is in a healthy range or is too high or too low. New York State Education Law requires that BMI and weight status group be included as part of the student's school health examination. Each year, a sample of school districts are selected to take part in a survey by the New York State Department of Health (DOH).

If you do not want your child's BMI reported to the New York State Department of Health, you will find a BMI Weight Status Opt-Out form on the District's website under Students Health Services.

Once the Opt-Out form is completed, please return to your child's school Health Office no later than October 31, 2023.

SCHOOL FOOD SERVICE PROGRAM

The Newfane School District is committed to providing all students in grades PreK-12 with good tasting and nutritious meals by offering both a breakfast and lunch program. As your child enters school each morning, they may proceed directly to the school cafeteria to have breakfast. Studies show that students perform much better when they eat breakfast and lunch. Our school lunch program provides a large portion of the United States Recommended Daily Allowance (RDA) of the nutritional needs.

This year, the Newfane Central School District has qualified for the Community Eligibility Provision (CEP) offered by the Office of Child Nutrition at NYSED. This means that both breakfast and lunch will be available to **all students** at no charge.

However, in order to maintain this program for the future, it is important that families complete the new Community Eligibility Provision (CEP) form. The CEP form will be sent home with students at the start of school, available in each school building's Main Office, and will also be posted on our district website (under the "Our District" tab, scroll down to "Food Services").

While all students are eligible for a free breakfast and lunch, there will still be additional food items ("snacks") available for purchase. Several payment options for these additional purchases are available for parents: cash at the register, prepay online to My-SchoolBucks, or by sending cash or a check payable to "Newfane Central School District - School Lunch" to be applied to your child's account.

For your convenience, you will find icons for MySchoolBucks as well as our school menus on our district's website homepage. If you have any questions regarding our school food service program, please contact our Food Service Director, JoAnne Huntington, at 716-778-6561, or by email at jhuntington@newfanecentralschools.org.

FACILITIES

Facilities: Inspection, Operation, and Maintenance Policy 5630

In accordance with the federal Asbestos Hazard Emergency Response Act (AHERA – 40 CFR Part 763), the District informs all employees and building occupants (or their legal guardians) at least once each school year about all asbestos inspections, response actions, post-response action activities, as well as triennial re-inspection activities and surveillance activities that are either planned or in progress. The District will provide yearly notification to parent, teacher, and employee organizations on the availability of the District's asbestos management plan and any asbestos-related actions taken or planned in the school.

As required by federal regulations, the Newfane School District routinely conducts semi-annual inspections of all district buildings. These required inspections are performed in order to ascertain the condition of any Asbestos Containing Material (ACM) remaining in any of the district's buildings.

The district's asbestos management plan and AHERA records are available for public inspection during normal school hours. Please contact Charles Milne, Director of Facilities, 6273 Charlotteville Road, Newfane, NY 14108, at 716-778-6586, or by email at cmilne@newfanecentralschools.org to schedule an appointment.

Pest Management and Pesticide Use Policy 5632

The Board is committed to maintaining the integrity of school buildings and grounds while protecting the health and safety of students and staff and maintaining a productive learning environment. Structural and landscape pests can pose significant problems for people and property. Weeds and infestations can destroy playing fields and playgrounds and possibly cause severe allergic reactions. As pesticides can pose risks to people, property, and the environment, the District has incorporated Integrated Pest Management (IPM) procedures to control weeds and structural and landscape pests using the least toxic approach.

Pesticides will not be used on playgrounds, turf, or athletic or playing fields, in effect, all lawn areas of the school. In these common areas where children gather and play, pesticide alternative will be used whenever possible and effective. An exception may be made for emergency applications of pesticide only when approved in advance by the Board.

The District will give a 48-hour prior written notice of all pesticide applications to anyone who has asked to receive such notice. Should you wish to be added to the District's prior notification list or have any questions regarding this topic, please contact Charles Milne, Director of Facilities, at 716-778-6586, or by email at cmilne@newfanecentralschools.org.

Use of School Facilities, Materials and Equipment Policy 3280

The Newfane Central School District buildings are a part of the community and are available to individuals or groups for community-wide activities when not being used for school functions. Groups wishing to use school facilities must abide by the rules and regulations established for such use including restrictions on alcohol, tobacco, and drug use.

All District-based non-profit organizations that provide activities and programs for District residents, in compliance with Education Law Section 414, will be exempt from facility usage fees. However, applicable personnel fees will be assessed if District staff is necessary to assist in the activity, or if no District staff is regularly on duty at the scheduled time of the activity or event.

Non-district based organizations, as permitted in accordance with Education Law Section 414, will be assessed a nominal facility usage fee. Fees will be addressed by the hour and will be determined according to type of facility, related furnishings, equipment, and services requested. Costs for repair or replacement of lost or damaged property will be charged to the responsible organization.

The District asks that requests for use of facilities be made by using our scheduling program, ML Schedules. To make a request, visit the Newfane Schools website at www.newfane.wnyric.org and click on Our Community under Our District.

Please contact Chanceton Puianno, Asst. Principal for Community Programs, at 716-778-6553, or by email at cpuianno@newfanecentralschools.org, with any questions related to the use of District facilities.

ANNUAL NOTIFICATIONS

The following information is meant to provide a general understanding of each topic. The Newfane Central School District's policy manual can be found under the Board of Education tab on our District's website: www.newfane.wnyric.org

Student Use of Computerized Information Resources and Acceptable Use of Personal Technology - Policy 7316

Acceptable Use Policy

The Newfane Central School District recognizes that effective use of technology is important to our students and will be essential to them as adults. Consequently, the School System will provide access to various computerized information resources through the District's computer system ("DCS" hereafter) consisting of software, hardware, computer networks and electronic communication systems and provide guidance as to the use of personal technology. This may include access to electronic mail, so called "on-line services" and "Internet." The District shall provide personnel support for such usage.

The DCS is for educational and /or research use only and must be consistent with the goals and purposes of the Newfane Central School District. The standards of acceptable use as well as prohibited conduct by students accessing the DCS, as outlined in District policy and regulation, are not intended to be all-inclusive. Students are responsible for their good behavior on school computer networks and personal technology just as they are in the hallways or classrooms. During school, teachers will guide students toward appropriate materials. Outside of school, parents/guardians bear responsibility for such guidance as they do with information sources such as television, telephone, movies, radio, and other potentially offensive/controversial media. Personal technology use by students is permitted during the school day with teacher permission for instructional purposes and/or in approved locations only.

Standards of Acceptable Use

Inappropriate use of the DCS or personal technology may result in disciplinary action, including suspension or cancellation of access. Prior to suspension or revocation of access to the DCS, students will be afforded applicable due process rights. Each student who is granted access will be responsible for their usage. The DCS is provided for students in support of their educational program and to conduct research and communicate with others. Student access to external computer networks not controlled by the District is provided to students who act in a considerate and responsible manner. Individual users of the District's computerized information resources are responsible for their behavior and communications over the District computer network. It is presumed that users will comply with District standards and adhere to the District's Acceptable Use Procedure for Technology.

Student data files and other electronic storage areas will be treated like school lockers. This means that such areas shall be considered to be Newfane Central School District property and subject to control and inspection. The Network Administrator may access all such files and communications to ensure system integrity and that users are complying with the requirements of the District policy and regulations

regarding students access to the DCS. **Students should NOT expect that information stored on the DCS will be private.**

Any misuse of personal technology or access to the DCS in violation of District policy and/or regulation may result in student discipline as determined in accordance with appropriate due process procedures. Additional disciplinary action may be determined at the building level consistent with existing practices and procedures regarding inappropriate language or behavior, as well as federal, state and local laws. When applicable, law enforcement agencies may be involved.

Notification / Authorization

The District's Acceptable Use Policy and Student Use of Personal Technology Policy are made available to parents and students in order to provide notice of the school's requirements, expectations, and students' obligations when accessing the District information systems or using personal technology in the District. Additional information may be found at www.newfane.wnyric.org/Page/22 or by request to Peter Young, Director of Curriculum, Instruction, Assessment & Technology, at pyoung@newfanecentralschools.org.

Student Records: Access and Challenge (Under FERPA) Policy 7240

The Newfane Central School District shall comply with the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA). Under its provisions, parents/guardians and noncustodial parent(s) whose rights are not limited by court order or formal agreement of a student under eighteen (18), or a student who is eighteen (18) years of age or older or who is attending an institution of post-secondary education, have a right to inspect and review any and all education records maintained by the school district.

The term "education records" is defined as all records, files, documents and other materials containing information directly related to a student; and maintained by the education agency or institution, or by a person acting for such agency or institution. This includes all records regardless of medium. In addition, for all public school students, all records pertaining to services provided under the Individuals with Disabilities Education Act (IDEA) are considered "education records" under FERPA. As such, they are subject to the confidentiality provisions of both Acts.

Under FERPA, unless otherwise exempted in accordance with law and regulation, the District may release personally identifiable information contained in student records only if it has received a "signed and dated written consent" from a parent or eligible student. Signed and dated written consent may include a record and signature in electronic form provided that such signature a) Identifies and authenticates a particular person as the source of the electronic consent; and b) Indicates such person's approval of the information contained in the electronic consent.

Parents/guardians of a student under the age of eighteen (18), or a student who is eighteen (18) years of age or older or who is attending an institution of post-secondary education, shall have an opportunity for a hearing to challenge the content of the school records, to ensure that the records are not inaccurate, misleading, or otherwise in violation of the privacy of students, and to provide an opportunity for the correction or deletion of any such inaccurate, misleading, or other inappropriate data contained therein.

The District may disclose any and all educational records, including disciplinary records and records that were created as a result of a student receiving special education services under Part B of IDEA, to another school or postsecondary institution at which the student seeks or intends to enroll, or after the student has enrolled or transferred, so long as the disclosure is for purposes related to the student's enrollment or transfer.

Questions regarding access to student records should be directed to Crystal Frank, District Clerk, at 716-778-6856, or by email at cfrank@newfanecentralschools.org.

Student Directory Information (Under FERPA) Policy 7241

The Family Educational Rights and Privacy Act of 1974 (FERPA), requires that Newfane Central School District "the District", with certain exceptions, obtain a parental (or eligible student's) written consent prior to the disclosure of personally identifiable information from education records. Eligible student under FERPA is defined as a student 18 years of age or older or who is attending an institution of post-secondary education. However, the District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965, as amended (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the District that they do not want their student's information disclosed without their prior written consent.

The Newfane Central School District will release the following defined directory information:

- **Student's name**
- **Major field of study**
- **Grade level**
- **Participation in officially recognized activities and sports**
- **Honors, degrees, and awards received**
- **Photograph**
- **Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.**

The District may limit disclosure of its designated directory information to specific parties, for specific purposes, or both. Allowing limited directory information disclosure may permit the District to use student directory information for such limited purposes as school yearbooks, honor roll lists, graduation programs, playbills,

and other similar uses, without obtaining individual consent.

If you do not want the District to disclose directory information from your child's education records in the 2023-2024 school year, you must provide written notice to the building principal by September 30, 2023.

Military Recruiters' Access to Secondary School Students and Information on Students Policy 7242

In accordance with law, the District will comply with a request by a Military Recruiter for names, addresses, and telephone listings of eligible students. Eligible student, under ESEA and the National Defense Authorization Act, is defined as a secondary student who is 17 years of age or older or in the eleventh grade (or its equivalent) or higher. Under ESEA and the National Defense Authorization Act, parents must be notified that the School District by law routinely discloses students' names, addresses, and telephone listings to Military Recruiters upon request, subject to a parent's/eligible student's request not to disclose such information with written parental verification of such request.

Further, in compliance with the ESEA and the National Defense Authorization Act, the District will give military recruiters the same access to secondary school students as they provide to post-secondary institutions or to prospective employers.

If a parent/eligible student opts out of providing directory information (or any subset of such information) to third parties, the opt-out relating to the student's name, address, or telephone listing applies to requests from military recruiters as well. For example, if the opt-out states that telephone numbers will not be disclosed to the public, the District may not disclose telephone numbers to Military Recruiters.

If you do not want the District to disclose your child's name, address, and telephone listing to Military Recruiters in the 2023-2024 school year, you must provide written notice to the building principal by September 30, 2023.

Notice of Student Privacy Rights Under the Protection of Pupil Rights Amendment (PPRA) - Policy 7250

The Protection of Pupil Rights Amendment (PPRA) governs the administration to students of a survey, analysis, or evaluation that concerns on or more of the following eight protected areas:

- a. Political affiliations or beliefs of the student or the student's parent/guardian;
- b. Mental or psychological problems of the student or the student's family;
- c. Sex behavior or attitudes;
- d. Illegal, anti-social, self-incriminating, or demeaning behavior;
- e. Critical appraisals of other individuals with whom respondents have close family relationships;
- f. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
- g. Religious practices, affiliations, or beliefs of the student or student's parent/guardian; or
- h. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance

under such program).

The Newfane Central School District (the "District") has adopted a policy regarding student privacy and access to this information. The District offers the opportunity for parents/guardians to provide written consent or opt their child out of participation in the following activities in accordance with law and the surveys conducted.

- a. The administration of **any survey** containing one or more of the eight protected areas (as previously listed).
 1. **U.S. Department of Education-Funded Surveys: Prior written consent from parents must be obtained** before students are required to submit the survey.
 2. **Surveys funded by sources other than a U.S. Department of Education:** Notification may indicate the specific or approximate dates during the school year when surveys will be administered and provide an opportunity for the parent to opt his/her child out of participating upon receipt of the notification.
- b. Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose. This includes all third-party vendors.
- c. Any non-emergency, invasive physical examination or screening that is required as a condition of attendance; administered by the school and scheduled by the school in advance; and is not necessary to protect the immediate health and safety of the student or other students. The term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but *does not include a hearing, vision, or scoliosis screening.*

The District will shall notify parents of students who are scheduled to participate in the specific activities or surveys prior to participation and provide an opportunity for the parent to provide written consent or opt his/her child out of participation in accordance with law and the surveys conducted.

Please note that this notice and consent/opt-out rights transfer from the parent/guardian to a student who is 18 years old or an emancipated minor under State law.

Student Evaluation, Promotion, and Placement Policy 7210

Grade promotion and placement of students within the District's instructional system will be at the discretion of the school administration and will be subject to review at any time. In making these decisions, the administrator or building principal will be guided by: performance in class, past records, including various measures of student growth; recommendation from parents, persons in parental relation to District students, and teachers; and any other appropriate sources of information. With regard to student placement decisions, parents or persons in parental relation to District students may submit written requests for teacher attributes that would best serve their child's learning needs; however, requests for specific teachers will not be honored.

The District utilizes various ability, achievement, diagnostic, readiness, interest, and guidance tests for the purpose of complying with state and federal law and/or aiding the implementation of quality educational services. The District will not make any student promotion or placement decision based solely or primarily on student performance on the state administered English language arts and mathematics assessments for grades 3 through 8. The District may, however, consider student performance on state assessments in making student promotion and placement decisions provided that multiple measures be used in addition to these assessments and that these assessments do not constitute the major factor in these determinations.

The use of alternative testing procedures will be limited to:

- a. Students identified by the Committee on Special Education and/or Section 504 Team as having a disability. Alternative testing procedures will be specified in a student's Individualized Education Program or Section 504 Accommodation Plan; and
- b. Students whose native language is other than English (i.e., English language learners) in accordance with State Education Department (SED) Guidelines.

Parents or persons in parental relation to District students will receive an appropriate report of student progress at regular intervals.

The District will not place or include on a student's official transcript or maintain in a student's permanent record any individual student score on a state administered standardized English language arts or mathematics assessment for grades 3 through 8. However, the District will comply with state and federal requirements regarding the maintenance and transfer of student test scores.

Certification & Qualifications of Teachers Policy 6212

Pursuant to the federal No Child Left Behind Act (NCLB), parents and guardians have the right to request and receive information about the professional qualifications of their children's classroom teachers.

The following shall be provided by the District upon such request:

- a. If the teacher has met New York State qualifications and licensing criteria for the grade levels and subject areas he/she teaches;
- b. Whether the teacher is teaching under emergency or other provisional status through which the State qualification or licensing criteria have been waived;
- c. The teacher's college major; whether the teacher has any advanced degrees and, if so, the subject of the degrees; and
- d. If the child is provided services by any instructional aides or similar paraprofessionals and, if so, their qualifications.

Any such requests for information related to teacher qualifications may be made directly to your child's principal. All requests shall be honored in a timely manner.

Evaluation of Personnel Policy 6130

The District is committed to supporting the development of effective teachers and administrators. The District provides procedures for the evaluation of all professional staff through the development of an

Annual Professional Performance Review (APPR) plan developed in accordance with New York State Education Law. Parents have the right to access the composite APPR score for their child's teacher and/or principal. To inquire about obtaining this APPR information, please contact the Superintendent's Office at 716-778-6850.

Student Attendance Policy 7110

The District is an active partner with students and parents in the task of ensuring that all students meet or exceed the New York State Learning Standards. The District recognizes that consistent school attendance, academic success, and school completion have a positive correlation, so it has developed a Comprehensive Student Attendance Policy to meet the following objectives:

- a. To increase school completion for all students;
- b. To raise student achievement and close gaps in student performance;
- c. To identify attendance patterns in order to design attendance improvement efforts;
- d. To know the whereabouts of every student for safety and other reasons;
- e. To verify that individual students are complying with education laws relating to compulsory attendance;
- f. To determine the District's average daily attendance for State aid purposes.

Determination of Excused and Unexcused Absences, Tardiness and Early Departures

Student attendance data, including days present, days absent, tardiness and early departure will be kept by the District.

Excused Absences: An absence, tardiness or early departure may be excused if due to personal illness, illness or death in the family, impassable roads due to inclement weather, religious observance, quarantine, required court appearances, attendance at health clinics, approved college visits, approved cooperative work programs, military obligations or other such reasons as may be approved by the Board of Education.

Unexcused Absences: An absence, tardiness or early departure is considered unexcused if the reason for the lack of attendance does not fall into the above categories, including approval by the Board of Education (e.g., family vacation, hunting, babysitting, haircut, obtaining learner's permit, road test, oversleeping).

A written excuse, signed by a parent or person in parental relation, including the absence date and reason for absence should be presented by the student when returning to school following each absence.

Tardiness & Early Departures: Students arriving to school after the start of the normal school day shall present a written excuse to the Main Office upon arrival at school. Likewise, should a student need to leave school prior to the end of the normal school day, the student shall present a written excuse to the Main Office upon arrival at school.

A staff person will notify by telephone the parent/person in parental relation to a student who is absent, tardy, or departs early without proper excuse. If deemed necessary, by appropriate school officials, or if requested by the parent/person in parental relation, a school

conference will be scheduled in order to address the student's attendance.

In order to encourage student attendance, the District offers various strategies and programs at the appropriate building-level. Unexcused absence, tardiness, and early departures will result in disciplinary sanctions as described by the District's Code of Conduct. In order to effectively intervene when a pattern of unexcused absences, tardiness, or early departures occur, District personnel may implement various intervention strategies.

A person/person in parental relation may request a building level review of their child's attendance record. This review is conducted to identify individual and group attendance patterns and to initiate appropriate action to address the problem of unexcused absences, tardiness, and early departures.

Questions relating to student absences should be directed to the Main Office of the appropriate school building.

The student day for each school building are as follows:

School Building	Main Office Phone #	Grades	Student Day
Newfane Early Childhood Center	716-778-6351	Pre-K	8:30 AM - 1:30 PM
Newfane Elementary School	716-778-6376	K-4	8:30AM - 3:20PM
Newfane Middle School	716-778-6451	5-8	7:30AM - 2:13PM
Newfane High School	716-778-6550	9-12	7:47AM - 2:25PM

Code of Conduct

The Board of Education is committed to providing a safe and orderly school environment where students may receive, and district personnel may deliver, quality educational services without disruption or interference. Responsible behavior by students, teachers, other district personnel, parents, and other visitors is essential to achieving this goal.

In conjunction with this mandate, it is the Board's belief that in order to teach each student how to develop as a responsible citizen within society, the school must clearly define the values and ideas by which personal and group conduct is judged. Toward that end, we believe the Newfane schools should foster a disciplined environment which will guide each individual in developing a firm code of moral conduct and a respect for the dignity of others.

The District has a long-standing set of expectations for conduct on school property and at school functions. These expectations are based on the principles of civility, mutual respect, citizenship, character, tolerance, honesty, and integrity.

The schools will foster the idea that each student should be treated as a person who can be expected to be responsible for his/her behavior. Students who cannot accept this responsibility, and who violate school rules and regulations, will be treated fairly and in an impartial manner in order to maintain the most conducive atmosphere for learning.

The Board recognizes the need to clearly define these expectations

for acceptable conduct on school property, to identify the possible consequences of unacceptable conduct, and to ensure that discipline, when necessary, is administered promptly and fairly.

A positive learning environment in our schools, and a good state of discipline starts with all involved – students, parents, and staff – having knowledge and understanding of the District’s zero tolerance policy, basic standards of acceptable conduct, and the procedures for dealing with disciplinary problems. We expect all partners to demonstrate respect and work in a collaborative effort.

Student Rights and Responsibilities

A. Student Rights

The district is committed to safeguarding the rights given to all students under state and federal law. In addition, to promote a safe, healthy, orderly, and civil school environment, all district students have the right to:

1. Take part in all district activities on an equal basis regardless of race, color, creed, national origin, religion, gender or disability.
2. Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty.
3. Access school rules and, when necessary, receive an explanation of those rules from school personnel.
4. Express his/her opinions and/or grievances verbally or in writing, including addressing the Board of Education on the same terms as any citizen.

B. Student Responsibilities

All district students have the responsibility to:

1. Contribute to maintaining a safe and orderly school environment that is conducive to learning and to show respect to other persons and to property.
2. Be familiar with and abide by all district policies, rules and regulations dealing with student conduct.
3. Attend school every day unless they are legally excused and be in class, on time, and prepared to learn.
4. Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement.
5. React to directions given by teachers, administrators and other school personnel in a respectful, positive manner.
6. Work to develop mechanisms to control their anger.
7. Ask questions when they do not understand.
8. Seek help in solving problems that might lead to discipline.
9. Dress appropriately for school and school functions
10. Accept responsibility for their actions.
11. Conduct themselves as representatives of the Newfane Central School District when participating in or attending school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor, and sportsmanship.

Essential Partners

A. Parents

All parents are expected to:

1. Recognize that the education of their child(ren) is a joint responsibility of the parents and the school community.
2. Send their children to school ready to participate and learn.

3. Ensure their children attend school regularly and on time.
4. Ensure absences are excused.
5. Insist their children be dressed and groomed in a manner consistent with the student dress code.
6. Help their children understand that in a democratic society appropriate rules are required to maintain a safe, orderly environment.
7. Know school rules and help their children understand them.
8. Convey to their children a supportive attitude toward education and the district.
9. Build good relationships with teachers, other parents and their children’s friends.
10. Help their children deal effectively with peer pressure.
11. Inform school officials of changes in the home situation that may affect student conduct or performance.
12. Provide a place for study and ensure homework assignments are completed.
13. Guide their children from the earliest years to develop socially acceptable standards of behavior, to exercise self-control, and to be accountable for his/her actions.
14. Teach their children, by word and example, self-respect, respect for the law and respect for others and public property.
15. Listen to views and observations of all parties concerned before formulating a decision on a discipline situation.
16. Recognize that teachers are legally acting in place of parents, and deserve consideration and respect from their children.
17. Attend parent-teacher conferences and school functions.
18. Maintain student confidentiality.

B. Teachers

All district teachers are expected to:

1. Maintain a climate of mutual respect and dignity, which will strengthen students’ self-concept and promote confidence to learn.
2. Be prepared to teach.
3. Demonstrate interest in teaching and concern to student achievement.
4. Know school policies and rules, and enforce them in a fair and consistent manner.
5. Communicate to students and parents:
 - a. Course objectives and requirements
 - b. Marking/grading procedures
 - c. Assignment deadlines
 - d. Expectations for students
 - e. Classroom discipline plan
6. Communicate regularly with students, parents, and other teachers concerning growth and achievement.
7. Maintain student confidentiality.

C. Guidance Counselors

1. Assist students in coping with peer pressure and emerging personal, social and emotional problems.
2. Initiate teacher/student/counselor conferences and parent/teacher/student/counselor conferences, as necessary, as a way to resolve problems.
3. Regularly review with students their educational progress and career plans.
4. Provide information to assist students with career planning.

5. Encourage students to benefit from the curriculum and extracurricular programs.
6. Maintain student confidentiality.

D. Coaches, Advisors and Chaperones (positions approved by the Board of Education)

1. Maintain a climate of mutual respect and dignity, which will strengthen students’ self-concept and promote confidence to learn.
2. Know school policies and rules, and enforce them in a fair and consistent manner.
3. Communicate to students and parents:
 - a. All objectives and requirements
 - b. Expectations for student behavior and achievement
 - c. Practice/meeting/game schedules
 - d. That behavioral infractions will be reported to the building administration.
4. Promote a positive learning environment.
5. Support teachers and administrators in academic programs, maintenance of equipment and operations of buildings and grounds.
6. Assist students to achieve their highest potential.
7. Maintain clean, safe, attractive buildings and grounds.
8. Take advantage of learning opportunities to improve their own skills in order to be successful contributors to the education process.
9. Maintain student confidentiality.

E. Support Staff

1. Promote a positive learning environment.
2. Support teachers and administrators in academic programs, maintenance of equipment and operations of buildings and grounds.
3. Assist students to achieve their highest potential.
4. Maintain clean, safe, attractive buildings and grounds.
5. Take advantage of learning opportunities to improve their own skills in order to be successful contributors to the education process.
6. Maintain student confidentiality.

F. School Resource Officer (if funded)

1. Promote a positive learning environment.
2. Support teachers and administrators in academic programs, maintenance of equipment and operations of buildings and grounds.
3. Assist students to achieve their highest potential.
4. Maintain clean, safe, attractive buildings and grounds.
5. Take advantage of learning opportunities to improve their own skills in order to be successful contributors to the education process.
6. Maintain student confidentiality.

G. Principals

1. Promote a safe, orderly and stimulating school environment, supporting active teaching and learning.
2. Ensure that students and staff have the opportunity to communicate regularly with the principal for redress or grievances.
3. Evaluate on a regular basis all instructional programs.
4. Support the development of and student participation in appropriate extracurricular activities.

5. Be responsible for enforcing the code of conduct and ensuring that all cases are resolved promptly and fairly.
6. Maintain student confidentiality.

H. Superintendent

1. Promote a safe, orderly and stimulating school environment, supporting active teaching and learning.
2. Review with district administrators the policies of the board of education and state and federal laws relating to school operations and management.
3. Inform the board about educational trends relating to student discipline.
4. Work to create instructional programs that minimize problems of misconduct and are sensitive to student and teacher needs.
5. Work with district administrators in enforcing the code of conduct and ensuring that all cases are resolved promptly and fairly.
6. Maintain student confidentiality.

I. Board of Education

1. Collaborate with student, teacher, administrator, and parent organizations, school safety personnel and other school personnel to develop a code of conduct that clearly defines expectations for the conduct of students, district personnel and visitors on school property and at school functions.
2. Adopt and review at least annually the district's code of conduct to evaluate the code's effectiveness and the fairness and consistency of its implementation.
3. Lead by example by conducting board meetings in a professional, respectful, courteous manner.
4. Maintain student confidentiality.

Dress Code

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other district personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance in the school setting.

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. Ensure that underwear is completely covered with outer clothing.
3. Include footwear at all times. Footwear that is a safety hazard will not be allowed.
4. Not include the wearing of head coverings while school is in session except for a medical or religious purpose or special occasion.
5. Not include items that are vulgar, obscene, libelous or denigrate others based on race, color, religion, creed, national origin, gender, or disability.
6. Not promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities.
7. Not be sexually explicit or revealing.

Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item and, if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline, up

to and including in-school suspension for the day. Any student who repeatedly fails to comply with the dress code shall be subject to further discipline, up to and including out of school suspension.

Prohibited Conduct

The Board of Education expects all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school facilities and equipment.

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior, as well as the consequences of their misbehavior. District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline.

The Board recognizes the need to make its expectations for student conduct while on school property or engaged in a school function specific and clear. The rules of conduct listed below are intended to do that and focus on safety and respect for the rights and property of others. Students who will not accept responsibility for their own behavior and who violate these school rules will be required to accept the penalties for their conduct.

Visitors to the School

The Board encourages parents and other district citizens to visit the district's schools and classrooms to observe the work of students, teachers and other staff. Since schools are a place of work and learning, however, certain limits must be set for such visits. The building principal or his or her designee is responsible for all persons in the building and on the grounds. For these reasons, the following rules apply to visitors to the schools:

1. Anyone who is not a regular staff member or student of the school will be considered a visitor.
2. All visitors to the school must report to the office of the principal upon arrival at the school. There they will be required to sign the visitor's register and will be issued a visitor's identification badge, which must be worn at all times while in the school or on school grounds. The visitor must return the identification badge to the principal's office before leaving the building.
3. Any unauthorized person on school property will be reported to the principal or his or her designee. Unauthorized persons will be asked to leave. The police may be called if the situation warrants.
4. Visitors attending school functions that are open to the public, such as parent-teacher organization meetings or public gatherings are not required to register.
5. Parents or citizens who wish to observe a classroom while school is in session are required to arrange such visits in advance with the classroom teacher(s), so that class disruption is kept to minimum.
6. Teachers are expected not to take class time to discuss individual matters with visitors.
7. All visitors are expected to abide by the rules for public conduct on school property contained in this code of conduct.

Public Conduct on School Property

The district is committed to providing an orderly, respectful environment that is conducive to learning. To create and maintain this kind of an environment, it is necessary to regulate public conduct on school property and at school functions. For purposes of this

section of the code, "public" shall mean all persons when on school property or attending a school function including students, teachers and district personnel.

The restrictions on public conduct on school property and at school functions contained in this code are not intended to limit freedom of speech or peaceful assembly. The district recognizes that free inquiry and free expression are indispensable to the objectives of the district. The purpose of this code is to maintain public order and prevent abuse of the rights of others.

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.

Non-Discrimination and Anti-Harassment in the School District Policy 3420

The District is committed to creating and maintaining an environment which is free from discrimination and harassment. The District prohibits discrimination and harassment on school property and at school functions on the basis of any legally protected class including, but not limited to: race, color, religion, disability, national origin, sexual orientation, gender identity or expression, military status, sex, age, and marital status. Discrimination and/or harassment that occurs off school property and somewhere other than a school function can disrupt the District's educational and work environment. This conduct can occur in-person or through phone calls, texts, emails, or social media. Accordingly, conduct or incidents of discrimination and/or harassment that create or foreseeably create a disruption within the District may be subject to this policy in certain circumstances.

The District has designated two employees to serve as its Civil Rights Compliance Officers:

Jennifer Bower, Director of Student Services
Newfane High School, One Panther Drive, Newfane, NY 14108
Email: jbower@newfanecentralschools.org / Phone: 716-778-6468

Peter Young, Director of Curriculum, Instruction, Assessment & Technology
Newfane Early Childhood Center, 6048 Godfrey Road, Burt, NY 14028
Email: pyoung@newfanecentralschools.org / Phone: 716-778-6462

Equal Employment Opportunity Policy 6120

The Newfane School District is an equal opportunity employer. The Newfane Board of Education has adopted the following nondiscrimination statement: The Newfane Central School District does not discriminate against any employee, student, applicant for employment or candidate for enrollment on the basis of gender (including gender identity, or transgendered status), race, color, religion or creed, age, national origin, marital status, disability, sexual orientation or any other classification protected by law (including, with respect to employees and applicants for employment, genetic predisposition or carrier status), unless based upon a bona fide occupational qualification or otherwise provided for by law.

Any person wishing to obtain information about the District's procedures for grieving alleged civil rights violations may obtain information by contacting a District Civil Rights Compliance Officer.

Title IX and Sex Discrimination Policy 3421

The District is committed to creating and maintaining education programs and activities which are free from discrimination and harassment. This policy addresses complaints of sex discrimination, including sexual harassment, made under Title IX of the Education Amendments Act of 1972 and its implementing regulations (Title IX).

Title IX prohibits discrimination on the basis of sex in any education program or activity operated by a district that receives federal financial assistance. As required, the District does not discriminate on the basis of sex in its education programs and activities or when making employment decisions.

The District has designated two employees to serve as its Title IX Coordinators:

Jennifer Bower, Director of Student Services
Newfane High School, One Panther Drive, Newfane, NY 14108
Email: jbower@newfanecentralschools.org / Phone: 716-778-6468

Peter Young, Director of Curriculum, Instruction, Assessment & Technology
Newfane Early Childhood Center, 6048 Godfrey Road, Burt, NY 14028
Email: pyoung@newfanecentralschools.org / Phone: 716-778-6462

The District will respond to reports of sexual discrimination, including sexual harassment, ensure that all investigations are conducted within a reasonably prompt time frame and under a predictable and fair grievance process that provides due process protections to complainants and respondents, and impose sanctions and implement remedies when warranted.

Dignity for All Students (DASA) Policy 7550

In conjunction with the District's policy on Non-Discrimination and Anti-Harassment, the District prohibits all forms of harassment and bullying of students by employees or other students on school property and at school functions. The District further prohibits discrimination against students, including but not limited to, those acts based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex.

The Newfane School District has designated the following personnel as Dignity Act Coordinators:

Peter Young - Principal, Newfane Early Childhood Center; 6048 Godfrey Road, Burt, NY 14028; pyoung@newfanecentralschools.org; 716-778-6462

Danielle Hawkins - Principal, Newfane Elementary School; 2909 Transit Road, Newfane, NY 14108; dhawkins@newfanecentralschools.org; 716-778-6380

Keith Crombie - Principal, Newfane Middle School, 2700 Transit Road, Newfane, NY 14108; kcrombie@newfanecentralschools.org; 716-778-6450

Daniel Bedette - Principal, **Chanceton Puianno** - Asst. Principal for Athletics and Community Programs & **Randall Gammiero** - Asst. Principal for Student Support, Newfane High School, One Panther Drive, Newfane, NY 14108; dbedette@newfanecentralschools.org; 716-778-6552 / cpuianno@newfanecentralschools.org; 716-778-6553 / rgammiero@newfanecentralschools.org; 716-778-6393

Jennifer Bower - Director of Student Services, Newfane High School, One Panther Drive, Newfane, NY 14108; jbower@newfanecentralschools.org; 716-778-6468

Students who have been subjected to harassment, bullying, and/or discrimination, persons in parental relation whose children have been subjected to such behavior, or other students who observe or are told of such behavior, are encouraged and expected to make verbal and/or written reports to the principal/Dignity Act Coordinator, Superintendent, and/or other school personnel. An investigation will be conducted. Depending on the event allegations, the Dignity Act Coordinators may seek the assistance of the District's Civil Rights Compliance Officers regarding the investigation.

Public Access to Records Policy 3310

District Records

Access to records of the Newfane Central School District shall be consistent with the rules and regulations established by the State Committee on Open Government and shall comply with all the requirements of the New York State Public Officers Law Sections 87 and 89. Obtainable records are available for public inspection after an application for Public Access to Records form is completed and submitted to the Records Management Officer. Records may be inspected during the regular work day and copies may be obtained for 25 cents per page. The District may also be able to provide requested documents in an electronic format. The District accepts requests for records in the form of electronic mail and will respond to electronic mail using the form supplied by the District. Depending on the type of school record, the District may not be able to provide them electronically.

Anyone seeking to obtain copies of school district records may contact the school's Record Access Officer and Superintendent of Schools, Dr. Lisa Krueger, at lkrueger@newfanecentralschools.org or Records Management Officer and District Clerk, Crystal Frank, at cfrank@newfanecentralschools.org for more information.

Student Records

Copies of certain student records are also available upon receipt of the District's signed authorization request form. Records available include: high school transcript, student record folder, health record card (which includes immunizations), and special education records. Please note that although high school transcript records are available indefinitely, student record folders, health records, and special education records are only available for twenty-seven years after the student's date of birth.

Forms and additional information regarding school district records are available on the district's website at www.newfane.wnyric.org/page/25.

Notification of Sex Offenders Policy 7560

In accordance with the Sex Offender Registration Act ("Megan's Law"), the Board of Education supports the New York State Department of Criminal Justice Services (DCJS) in its effort to inform the community in certain circumstances of the presence of individuals with a history of sex offenses, particularly against children, in the school locality.

The District will disseminate all information received from local police authorities in conjunction with Megan's Law to designated staff members who might have possible contact with the offender during the course of their school duties including, but not limited to, building prin-

cipals, supervisors, teachers, office personnel, coaches, custodians, bus drivers, and security personnel.

The District has provided links on our website for the community to obtain information through New York State's online Sex Offender Registry and the Niagara County Sheriff's Office Sex Offender Management site.

Smoking/Tobacco Use Policy 5640

The use of tobacco products is prohibited on school grounds. Smoking and vaping are prohibited on school grounds and within 100 feet of the entrances, exits, or outdoor areas of any of the District's schools.

For purposes of this policy, tobacco products mean cigarettes or cigars, bidis, chewing tobacco, powdered tobacco, nicotine water, or any other tobacco products. Smoking means the burning of a lighted cigar, cigarette, pipe, or other substance containing tobacco. Vaping means the use of an electronic cigarette (an electric device delivering vapor inhaled by an individual user, including any refill, cartridge, or other component of such device). School grounds means any building, structure, and surrounding outdoor grounds, including entrances or exits, contained within the District's preschool, nursery school, elementary or secondary school's legally defined property boundaries; as well as all District vehicles, including vehicles used to transport children or school personnel.

Tobacco promotional items are also prohibited. This prohibition of tobacco promotional items will be enforced in accordance with the District's Code of Conduct and applicable collective bargaining agreements.





Newfane Central School District

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Newfane, NY 14108

www.newfane.wnyric.org

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