

NEWFANE CENTRAL SCHOOL DISTRICT



A Message from Newfane School Superintendent,
Mr. Michael Baumann

6273 CHARLOTTEVILLE ROAD
 NEWFANE, NY 14108
 (716) 778-6888
www.newfane.wnyric.org

On behalf of the Board of Education, the faculty and staff and the students of the Newfane Central School District, I want to extend our thanks and appreciation to all the members of the Newfane community who turned out this past May to vote on the District budget. We made a concerted effort this past year to try to bring greater transparency and clarity to the budget and the budget development process. Thanks to a number of retirements and a modest increase in the aid we receive from New York State, we were able to keep our budget to budget increase to 1.5%, and the overall tax levy increase to just 1%. While voter turnout was not as robust as we had hoped, we did see a dramatic increase in the number of votes supporting the District and our 2019-2020 school budget. I hope that means the wonderful people in our community are pleased with the District and satisfied with the programs we offer our students, both in the classroom and in our extracurricular offerings.

As we begin the new school year, we are excited to be reaching a critical point in the implementation of our multi-year "Smart Schools Investment Plan". This plan was developed nearly three years ago by a committee consisting of students, parents, teachers, support staff and administrators. Our Smart Schools plan was developed to guide how the District would use the \$1.6 million of grant money provided by New York State to bring our instructional technology up to date. Over the summer, our Technology Department began prepping over a thousand Chromebooks and iPads for use by our students and in our classrooms this coming year. These devices will provide our faculty and students the ability to use the latest technology to enhance instruction, maximize instructional time and engage our students as partners in the learning process. This 1:1 technology roll-out will look slightly different in each of our buildings and will be specifically geared to each grade level; the building-by-building details will come from your building principal and their Planning Team. However, regardless of the grade level, every device we allow our students to use will have the most up-to-date filtering software to prevent inappropriate use whether at school or at home.

Hopefully by now you've received your copy of the Newfane Central School District calendar. While we haven't done a calendar like this for many years, the District Planning Team felt this would be a great way to share information and help reach our goal of keeping the entire community informed of the wonderful things happening in the District. There are extras in the main offices of each building if you would like additional copies. In addition to the calendar, we have also updated our District website, to try to provide a more user-friendly platform for easier access to the information you need. A mobile version of the website will be available for download soon; once we've worked out all the bugs we'll be ready to "launch the app".

We continue to have a system of standing committees throughout the District to help facilitate the involvement of all our constituents in the decision making process in the District. You can find a chart outlining this structure on our website (<http://www.newfane.wnyric.org>) on the superintendent's page. As we continue the important work of these committees, we encourage and welcome the involvement of community members. If you are interested in serving as a member of one of our committees, please send me

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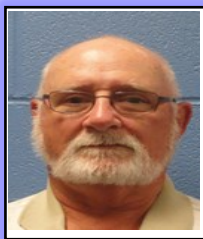
NEWFANE BOARD OF EDUCATION

James Schmitt, President
 Phone: (716) 523-8137
 Term Expires: 2022

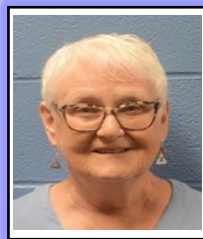


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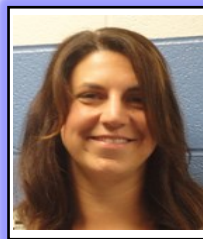
Laura Licht, Vice President
 Phone: (716) 778-7527
 Term Expires: 2020



Anthony Casinelli
 Trustee
 Phone (716) 417-3747
 Term Expires: 2021



Ann Kennedy
 Trustee
 Phone (716) 778-8009
 Term Expires: 2020



Margaux Lingle
 Trustee
 Phone (716) 696-0532
 Term Expires: 2021



Emma Oudette
 Trustee
 Phone (716) 778-4239
 Term Expires: 2022



Melanie Stefanoski
 Trustee
 Phone (716) 471-3088
 Term Expires: 2022

2019-2020 Board of Education Meeting Schedule

Meetings are normally held in the Newfane Early Childhood Center, Room 129, at 7:00 pm.
(Dates/times subject to change)

	<u>Workshop Meeting</u>	<u>Voting Meeting</u>
July	--	9
August	--	6, 20
September	3	17
October	1	15
November	5	19
December	3	17
January	--	21
February	4	18 (tentative)
March	3, 31	17
April	7 (tentative)	22 (Wednesday)
May	5	*
June	2	16

***May 19, 2020:** Annual Budget Vote and Board Member Election at the Newfane Elementary School Gymnasium from 8 am - 8 pm.

Copies of meeting agendas are posted on the Board of Education's page on the school district's website. The public is invited to attend these meetings where time is given at the beginning and end of each meeting for public remarks or comments.

Please contact Bernadette Seymour, District Clerk, at (716) 778-6853 or by email at bseymour@newfane.wnyric.org should you have any questions related to Board of Education matters.



MISSION STATEMENT OF NEWFANE CENTRAL SCHOOL DISTRICT

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.

NOTIFICATIONS, POLICIES, AND PROCEDURES

The following information is meant to provide a general understanding of each topic. District policy numbers are provided should you wish to read the related policy. 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

TITLE I PARENT AND FAMILY ENGAGEMENT POLICY 8260

In accordance with the Title I of the Elementary and Secondary Education Act of 1965 (ESEA), as reauthorized by the Every Student Succeeds Act (ESSA) of 2015, the Board of Education recognizes the rights of parents/persons in parental relation to be fully informed of all information relevant to their children, including children who participate in programs and projects funded by Title I and has developed a policy for parental involvement. The Board of Education encourages the participation of parents and students eligible for Title I services in all aspects of their child's education. Parents are encouraged to participate on various committees including, but not limited to, the District Partnership Committee, Building Planning Teams, and various Ad-Hoc Committees that focus on school improvement. If interested in participating, please contact your child's building principal.

FACILITIES: INSPECTION, OPERATION, AND MAINTENANCE - POLICY 5630

In accordance with the federal Asbestos Hazard Emergency Response Act (AHERA – 40 CFR §§ 763), the District will inform 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 last inspections were conducted in February 2019 and August 2019.

The district's asbestos management plan and AHERA records are located in each building's administrative office. These records are available for public inspection during normal school hours. Further assistance in clarification of any information contained in the district's AHERA record books may be obtained from George Noon, Director of Facilities, 6273 Charlotteville Road, Newfane, NY 14108, (716) 778-6586.

PEST MANAGEMENT AND PESTICIDE USE POLICY 5632

According to Education Law and regulations of the commissioner of education (§ 409-k,409-h; 8 NYCRR § 155.4), school districts must give prior written notice of all pesticide applications to anyone who has asked to receive such notice. In compliance with the Pesticide Neighbor Notification Law, the Newfane School District will maintain a list of those people who wish to receive 48-hour notice prior to the application of pesticides on school property. This prior notification alert may be sent by mail or email.

Should you wish to be added to the District's prior notification list, please call our Operations and Facilities Office at (716) 778-6586.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) - NOTIFICATION OF RIGHTS

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

1. The right to inspect and review the student's education records within 45 days after the day the Newfane Central School District receives a request for access. Parents or eligible students who wish to inspect their child's or their education records should submit to the school principal a written request that identifies the records they wish to inspect. The school principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

STUDENT RECORDS: ACCESS & CHALLENGE POLICY 7240

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. Parents or eligible students who wish to ask the school to amend their child's or their education record should write the school principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official typically includes a person employed by the school or school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Newfane Central School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202.

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.

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.

Request forms for access to records are available on the district's website. Questions should be directed to Bernadette Seymour, District Clerk, at (716) 778-6853.



**STUDENT DIRECTORY INFORMATION
POLICY 7241**

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, 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. The primary purpose of directory information is to allow the District to include information from your or your child’s education records in certain school publications. Examples include:

- A playbill, showing your student’s role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets.

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 has defined the following information as 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.

If you do not want the District to disclose directory information from your child’s education records in the 2019-2020 school year, you must provide written notice to the building principal by September 30, 2019.

**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 2019-2020 school year, you must provide written notice to the building principal by September 30, 2019.

NOTICE OF STUDENT PRIVACY RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA) - POLICY 7250

The Protection of Pupil Rights Amendment (PPRA) affords parents of elementary and secondary students certain rights regarding surveys, collection and use of student information for marketing purposes, and certain physical exams. These include, but are not limited to, the right to:

- 1) *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED):
 - a. Political affiliations or beliefs of the student or student’s parent/guardian;
 - b. Mental or psychological problems of the student or 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, or 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).
- 2) *Receive notice and an opportunity to opt a student out of:*
 - a. Any other protected information survey, regardless of funding;
 - b. Activities involving collection, disclosure, or use of personal information collected from students for marketing or to sell or otherwise distribute the information to others. (This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions.)
 - c. Any non-emergency, invasive physical exam or screening required as a condition of attendance, adminis-

tered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and

- 3) *Inspect*, upon request and before administration or use:
 - a. Protected information surveys of students;
 - b. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 - c. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under state law.

The Newfane Central School District (the District) has adopted a policy regarding these rights. The District will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. The District will also directly notify parents of students who are scheduled to participate in the specific activities or surveys to provide them with an opportunity to provide written consent or opt his or her child out of participation. The District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys as soon thereafter as practicable. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- 1) Collection, disclosure, or use of personal information for marketing, sales, or other distribution.
- 2) Administration of any protected information survey not funded in whole or in part by ED.
- 3) Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue - SW, Washington, D.C. 20202.

**TITLE IX OF THE
EDUCATION AMENDMENTS OF 1972**

The Newfane Central School District does not discriminate on the basis of race, color, or national origin in the employment and educational opportunities it offers, including career and technical education opportunities. Also, as required by Title IX of the Education Amendments of 1972, the Newfane Central School District does not discriminate on the basis of sex in the educational programs or activities which it provides (including career and technical education opportunities), appointment of employees, employment pay and benefits, counseling services for students, access by students to educational programs, course offerings, textbooks, and student activities.

Title IX Coordinators, Jennifer Bower (716-778-6468) and Peter Young (716-778-6462) will provide information (i.e. complaint procedures) to any student or employee who feels that his/her rights under Title IX may have been violated by the district or its officials. In addition, anyone may make an inquiry or a complaint directly to the Federal Office for Civil Rights.

**SECTION 504 OF THE
REHABILITATION ACT OF 1973**

The Newfane Central School District hereby gives notice that it does not discriminate on the basis of handicap or disability in violation of Section 504 of the Rehabilitation Act of 1973. The district further gives notice that it does not discriminate on the basis of handicap or disability in the admission or access to its programs and activities, including vocational education programs. No person shall be denied employment solely because of any physical, mental, or medical impairment that is unrelated to the person's ability to engage in the activities involved in the job for which application has been made. Inquiries concerning this policy may be referred to Jennifer Bower, Section 504 Coordinator, at Newfane High School, One Panther Drive, Newfane, NY 14108, or by phone at (716) 778-6468.

NON-DISCRIMINATION 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, 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 Civil Rights Compliance Officers: Jennifer Bower at (716) 778-6468 or Peter Young at (716) 778-6462.

**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 or by requesting a copy from the District's Special Education Office:

<http://www.p12.nysed.gov/specialed/publications/policy/parentsguide.pdf>

DIGNITY FOR ALL STUDENTS - POLICY 7550

The Dignity for All Students Act went into effect on July 1, 2012. This Act is designed to make sure that all students feel safe within school and at all school functions by creating a safe and supportive school climate where students can learn and focus, rather than being discriminated against or harassed with words or actions by other students or school personnel. This Act also includes cyberbullying and makes it a school issue if the cyberbullying disrupts a student's ability to learn. Cyberbullying is defined as the use of the internet and related technologies to harm other people, in a deliberate, repeated, and hostile manner. In serious cases, school administrators are obligated to contact law enforcement.

The Newfane School District seeks to create an environment free of harassment, bullying, and discrimination, to foster civility in its schools, and to prevent conduct which is inconsistent with its educational mission. To accomplish this, 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 by school employees or other students on school property and at school sponsored events that take place at locations off school property.

The District's Dignity for All Students Coordinators and their contact information is as follows:

Bart Schuler, Business Administrator,
Newfane Early Childhood Center, (716) 778-6855,
bschuler@newfane.wnyric.org

Holly Staley, Principal, Newfane Elementary School
(716) 778-6380 , hstaley@newfane.wnyric.org

Mark Przybysz, Principal, Newfane Middle School,
(716) 778-6450, mprzybysz@newfane.wnyric.org

Daniel Bedette, Principal, Newfane High School,
(716) 778-6552, dbedette@newfane.wnyric.org

Jennifer Bower, Director of Pupil Services/CIO,
Newfane High School, (716) 778-6468,
jbower@newfane.wnyric.org

Superintendent's Message continued...

an email message at mbaumann@newfane.wnyric.org and I will forward your name to the committee chairperson.

Again, I want to thank the Newfane Community for their ongoing support of our school system. We are doing everything we can to continue to provide a high quality educational experience for our students that will prepare them for whatever path lies ahead of them while maintaining a realistic, responsible budget that the community can support. We welcome and encourage your input and feedback.

I hope you have a great school year, and remember: **"Together We Can"**.

SPECIAL ANNOUNCEMENT **Coordinator of Community Programs**

The Newfane Board of Education has appointed Mrs. Bernadette Seymour as the Coordinator of Community Programs. This newly created position was designed to help coordinate, schedule, and manage the use of school facilities by community or non-district groups during non-school hours; provide supervision of the Fitness Center program; and coordinate activities at the Newfane Aquatic Center including community, private swim programs, and pool accessibility.

If you have any questions related to the use of school facilities or programs offered by the District, please contact Mrs. Seymour at (716) 778-6853 or by email at bseymour@newfane.wnyric.org.



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.

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 POLICY 6212

In accordance with the federal No Child Left Behind Act (NCLB), parents/guardians are permitted to request information regarding their child'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

Pursuant to Education Law §3012-d with regard to the Annual Professional Performance Review (APPR), parents and legal guardians may request the final quality rating for each teacher and the principal of the school building in which their child is assigned for the current school year. The District, in accordance with this law, has developed procedures and processes to guide the release of this confidential information. Additionally, the District also must provide parents and legal guardians with an explanation of the final quality rating, with an opportunity to understand such rating in the context of teacher evaluation and student performance.

To inquire about the District protocol for parents and legal guardians to obtain APPR information, please contact the Superintendent's Office at (716) 778-6850.

STUDENT USE OF COMPUTERIZED INFORMATION RESOURCES AND ACCEPTABLE USE PROCEDURES - POLICY 7315 & STUDENT 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 District at <http://www.newfane.wnyric.org/Page/22> or by request to the Director of Technology.

**Newfane Central School District
Social Media Accounts**

Newfane High School: Grades 9-12
<https://www.facebook.com/newfanehighschool/>

Newfane Middle School: Grades 5-8
<https://www.facebook.com/NewfaneMiddleSchool/>

Newfane Elementary School: Grades K-4
<https://www.facebook.com/NewfaneEl>

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.

ENTITLEMENT TO ATTEND - AGE AND RESIDENCY POLICY 7130

Children residing in the Newfane Central School District who are between the ages of five years and 21 years and who have not received a high school diploma are entitled to enroll in the District. A student who turns six years old on or before December 1 in any school year will be required to attend full-time instruction from the first day that the District schools are in session in September of that school year. Each student will be required to remain in attendance until the last day of session in the school year in which the student becomes 16 years of age.

A child's residence is presumed to be that of his/her parents or legal guardians. Where a child's parents live apart, the child can have only one legal residence. In cases where the child's time is essentially divided between two households, and both parents assume responsibility for the child, the deci-

sion regarding the child's residency lies ultimately with the family. Where parents claim joint custody but do not produce documentation, residency will be determined on the basis of the child's physical presence and intent to remain within the District.

In order to register children in the Newfane School District, please visit the District's Central Registration Office located inside the Newfane Early Childhood Center at 6048 Godfrey Road in Burt or call the office at (716) 778-6351 to schedule an appointment. **Central Registration office hours are from 8:00 am - 11:30 am daily.** It will be necessary for parents/guardians to bring the following documentation with them:

- Child's birth certificate
- Child's up-to-date immunization record
- Proof of identity (e.g. driver's license, passport)
- Proof of legal residency (e.g. utility bill, financial statements, rental agreement)
- Custody papers, if appropriate

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

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.

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

The student schedules for each school building are as follows:



School Building	Main Office Phone #	Grades	Student Day
Newfane Early Childhood Center	778-6351	PreK	AM: 8:40 – 11:05 / PM: 11:05 – 1:30
Newfane Elementary School	778-6375	K – 4	8:30 AM – 3:15 PM
Newfane Middle School	778-6451	5 – 8	7:30 AM – 2:13 PM
Newfane High School	778-6550	9 – 12	7:47 AM – 2:25 PM

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 temporary situations, please contact our district’s McKinney-Vento liaison, Mr. Peter Young, at (716) 778-6462:

- * *In an emergency or transitional shelter.*
- * *In a motel, hotel, car, camper, abandoned in a hospital.*
- * *In a 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 homeless and, as such, have rights and protections under the McKinney-Vento Homeless Education Assistance Act.

USE OF SCHOOL FACILITIES, MATERIALS & EQUIPMENT POLICY 3280

PUBLIC ACCESS TO RECORDS POLICY 3310

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 Newfane Board of Education adopts the Facility Usage Fees on an annual basis, in August, for the ensuing school year.

The District has developed a Building Use Request Form to request use of school facilities which is accompanied by a Hold Harmless Agreement and the Standards & Regulations. To retrieve these forms, please visit the District's website and click on Operations & Facilities located under Site Shortcuts.

Please contact Bernadette Seymour, Coordinator of Community Programs, at (716) 778-6853 or by email at bseymour@newfane.wnyric.org, with any questions related to the use of District facilities.

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, Mr. Michael Baumann, at mbaumann@newfane.wnyric.org or by calling Bernadette Seymour, Records Management Officer, at (716) 778-6853 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 under Site Shortcuts, Records Request.

STUDENT SERVICES

**SCHOOL HEALTH SERVICES:
IMMUNIZATION OF STUDENTS - POLICY 7511 &
ADMINISTRATION OF MEDICATION - POLICY 7513**

Immunizations

Every student entering or attending public school must be immunized, as required by section 2164 of the Public Health Law (914). These immunizations include: DTaP/Tdap, Polio, Measles, Mumps, Rubella, Hepatitis B, Varicella, Haemophilus influenzae, and Pneumococcal. The number of doses depends on the schedule recommended by the Advisory Committee on Immunization Practices (ACIP). For a detailed listing of New York State immunization requirements for the 2019-2020 school year, please visit the following website:

<https://www.health.ny.gov/publications/2370.pdf>

If you do not have medical insurance, you can call the Niagara County Department of Health Immunization Program at (716) 278-1903 to schedule an appointment for your child's vaccinations. The vaccines are free for those that qualify but there is an administrative fee that is charged per vaccine. The Niagara County Health Department also accepts Blue Cross/Blue Shield, Medicaid, Medicaid Managed Care for children and Independent Health. For immunization clinic locations and additional information regarding this program, please visit their website at:

<http://www.niagaracounty.com/health/Services/Nursing-Division/Immunizations>



Medication Administered at School

The school's registered professional nurses may administer medication to students under certain conditions. Per New York State Education Department (NYSED) requirements, the school must receive the following before medication:

- a) The original written order from the student's physician stating the name of the medication, precise dosage, frequency and time of administration;
- b) A written, signed consent from the student's parent or legal guardian requesting the administration of the medication, as prescribed by the physician, to the student in school; and
- c) The medication, properly labeled in its original container, must be delivered to the School Health Office by the student's parent or legal guardian. The container must include the following: student's name, name of medication, dosage, frequency, and prescribing physician.

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 epi-pen 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 if you have any questions:

- NECC Nurse:** Teresa Trank, Phone: (716) 778-6353, Email: ttrank@newfane.wnyric.org
- ES Nurse:** Donna Winans, Phone: (716) 778-6374, Email: dwinans@newfane.wnyric.org
- MS Nurse:** Katie Betteridge, Phone: (716) 778-6470, Email: kbetteridge@newfane.wnyric.org
- HS Nurse:** Lisa Erck, Phone: (716) 778-6554, Email: lerck@newfane.wnyric.org

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 and 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.

The Newfane School District's Special Education Office is located at Newfane High School. Please contact the office if you have questions regarding any of these services:

Director of Pupil Services:

Jennifer Bower, Phone: (716) 778-6458
jbower@newfane.wnyric.org

Secretary for Preschool and Elementary Special Education:

Kathy Smith, Phone: (716) 778-6457
ksmith@newfane.wnyric.org

Secretary for Secondary Special Education:

Colleen Rohde, Phone: (716) 778-6458
crohde@newfane.wnyric.org

TRANSPORTATION SERVICES - RIDGE ROAD EXPRESS



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 stop time.

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 need to follow the directions of the bus driver.

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

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

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.

First time offenders are in for a big fine, points, and maybe even jail time. If you fail to follow the traffic laws for school busses, first offenders could receive fines from \$250 to \$400. In addition, you'll get an automatic five points on your license and could possibly serve 30 days in jail.

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

**SCHOOL FOOD SERVICE PROGRAM
FOOD SERVICE DIRECTOR - JOANNE HUNTINGTON**

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.

The cost for breakfast is \$1.50 and lunch is \$2.50 for students in grades K-12. Many families qualify for a free breakfast or lunch. Over half of elementary students qualified last year for the free or reduced breakfast and lunch program. Your child will bring home the free and reduced breakfast and lunch application in September. This application can also be found on our district website. You only need to complete one application per family with all of your children's names being reported on this one application. More and more families continue to qualify for the program. **Confidentiality is strictly maintained.**

Several payment options are available to parents: cash at the register, prepay online directly to My School Bucks, 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 My School Bucks as well as our school menus at the top of our district's homepage. If you have any questions regarding our school food service program, please call our Food Service Director, JoAnne Huntington, at (716) 778-6561.



**CAFETERIA
PRICES**

Breakfast = \$1.50

Lunch = \$2.50

Your child may be eligible to receive a breakfast and lunch at no charge.

Please see Income Eligibility Chart below.

**Income Eligibility Chart
to receive breakfast and lunch
at no charge:**

Household Size	Annual Income
1	\$23,107
2	\$31,284
3	\$39,461
4	\$47,638
5	\$55,815
6	\$63,992
7	\$72,169
8	\$80,346

GENERAL INFORMATION

SCHOOL CLOSING INFORMATION

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.

Given these scenarios, the following television and radio stations will generally be notified: WGRZ-TV: Channel 2, WIVB-TV: Channel 4, WKBW-TV: Channel 7, WLVL - 1340 AM, WBEN - 930 AM. In addition to these methods of notification, the automated calling system may be used to provide communication on school delays, closures, or early dismissals.

Please make every effort to update the school district of any phone number changes so you can 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.



FITNESS CENTER- NEWFANE HIGH SCHOOL

The Fitness Center at Newfane High School is open to members of the Newfane community from 5PM until 9PM Monday through Friday throughout the year, unless school is closed. A \$5 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.

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.

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 John Vosburgh, 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 Vosburgh can be reached at (716) 778-6579.

REPORT CHILD ABUSE

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 (OCFS) at 1-800-342-3720 or by visiting their website at: <https://ocfs.ny.gov/main/cps/>

SCHOOL TAX INFORMATION

DUE DATES:

9/3/2019 - 10/2/2019 (without penalty)

10/3/2019 - 11/1/2019 (with 2% interest penalty)

We would appreciate you mailing your school tax payment.

The processing fees to the school are higher for in-person payments.

Payments **by mail** should be

addressed to:

Newfane CSD

PO Box #248

Buffalo, NY 14240-0248

OR

Payments **in person** may

be made at:

Key Bank

2700 Main Street
Newfane, NY 14108

OR

150 Main Street
Lockport, NY 14094

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 one, 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.

You can register 24 hours a day, 7 days a week at <https://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.



Aquatic Programs 2019-2020 School Year



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 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 parents, children, and instructor. The relationship serves as the basis for learning.

- Age:** 6 months - 3 years
- Cost:** \$2.00 with adult
- Sessions:** Mondays (Sept 9, 16, 23, 30; Oct 7, 21, 28)
- Time:** 6:30 - 7:00 pm

SENIOR CITIZEN & COMMUNITY SWIM

For our community members as well as our senior citizens. The pool is open on Mondays, Wednesdays, and Fridays from 6:30 am - 8:45 am for your enjoyment.

- Cost:** \$2.00 per session
- Sessions:** Mondays, Wednesdays, Fridays (Sept 4, 6, 9, 11, 13, 16, 18, 20, 23, 25, 27, 30; Oct 2, 4, 7, 9, 11, 16, 18, 21, 23, 25, 28, 30; Nov 1, 4, 6, 8, 13, 15, 18, 20, 22, 25; Dec 2, 4, 6, 9, 11, 13, 16, 18, 20; Jan 6, 8, 10, 13, 15, 17, 22, 24, 27, 29, 31; Feb 3, 5, 7, 10, 12, 14, 19, 21, 24, 26, 28; Mar 2, 4, 6, 9, 11, 13, 16, 18, 20, 23, 25, 27, 30; Apr 1, 3, 20, 22, 24, 27, 29; May 1, 4, 6, 8, 11, 13, 15, 18, 20, 27, 29; June 1, 3, 5, 8, 10, 12, 15, 17, 19)
- Time:** 6:30 - 8:45 am

LEARN-TO-SWIM PROGRAM

If you have a son or daughter in the Newfane Central School District and would like to sign up for evening 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!

- Age:** Students in the Newfane School District
- Cost:** \$58.00
- Sessions:** Wednesdays (Jan 8, 15, 22, 29; Feb 5, 12, 19, 26; Mar 4)
- Time:** 6:30 - 7:00 pm **Levels I & II**
7:00 - 7:45 pm **Levels III, IV, V, VI**
- Minimum class size:** 12 students

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 this class since they will be moving from a standing position in the shallow end.

- Age:** 21 years or older
- Cost:** Fall Session \$58.00; Spring Session \$65.00
- Fall Session:** Mondays & Wednesdays (Sept 9, 11, 16, 18, 23, 25, 30; Oct 2, 7, 9, 16, 17, 21, 23, 28, 30)
- Spring Session:** Mondays & Wednesdays (Mar 2, 4, 9, 11, 16, 18, 23, 25, 30; Apr 1, 20, 22, 27, 29; May 4, 6, 11, 13, 18, 20, 27; June 1, 3, 8, 10, 15, 17)
- Time:** 7:00 - 8:00 pm
- Minimum class size:** 9 participants



Aquatic Programs 2019-2020 School Year

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.

Cost: Fall Session \$75.00; Winter Session \$62.00; Spring Session \$44.00

Fall Session: Mondays, Wednesdays, Fridays (Sept 9, 11, 13, 16, 18, 20, 23, 25, 27, 30; Oct 2, 4, 7, 9, 11, 16, 18, 21, 23, 25, 28, 30; Nov 1, 4, 6, 8, 13, 15, 18, 20, 22, 25; Dec 2, 4, 6, 9, 11, 13, 16, 18, 20)

Winter Session: Mondays, Wednesdays, Fridays (Jan 6, 8, 10, 13, 15, 17, 22, 24, 27, 29, 31; Feb 3, 5, 7, 10, 12, 14, 19, 21, 24, 26, 28; Mar 2, 4, 6, 9, 11, 13, 16, 18, 20, 23, 25, 27, 30)

Spring Session: Mondays, Wednesdays, Fridays (Apr 1, 3, 20, 22, 24, 27, 29; May 1, 4, 6, 8, 11, 13, 15, 18, 20, 27, 29; June 1, 3, 5, 8, 10, 12, 15, 17, 19)

Time: 9:00 - 9:45 am

Minimum class size: 9 participants

**** ALL SESSIONS SUBJECT TO CHANGE
DUE TO SWIM CLASSES ****

OPEN FAMILY SWIM

Age: Adult 18 years or older must accompany and stay in pool area with children

Cost: \$2.00/swimmer or \$5.00/family

Sessions: Saturdays (Oct 26; Nov 23; Dec 14; Jan 25; Feb 22)

Time: 11:00 am - 1:00 pm



BIRTHDAY PARTIES

**Celebrate your child's birthday
at the Newfane Aquatic Center!**

Please contact Bernadette Seymour, Coordinator of Community Programs, at (716) 778-6853 for the proper forms. A Building Request Form and Hold Harmless Agreement must be filed 4 weeks prior to the event date. A Certificate of Insurance or Release of Liability form must be on file.

Fees are based on the number of swimmers using the pool. A minimum of two (2) lifeguards is required. Payment must accompany forms. The maximum pool time is two (2) hours.

The Pool Lobby area is available for finger foods, quick snacks, and presents.

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! Contact Bernadette Seymour at (716) 778-6853 for more information.

Newfane Central School District 2019-2020 AQUATIC PROGRAMS REGISTRATION FORM

NAME: _____

ADDRESS: _____

PHONE NUMBER: _____

COURSE(S) NAME: _____

Check or Money Order made **payable to Newfane**

Central School District for \$ _____ is

enclosed to cover course fees.

NO CASH WILL BE ACCEPTED!

Mail payment and registration form to:
Bernadette Seymour - District Office
Newfane Early Childhood Center
6048 Godfrey Road
Burt, NY 14028

**PLEASE REGISTER EARLY TO PREVENT
CLASSES FROM BEING CANCELLED DUE
TO INSUFFICIENT ENROLLMENT.
ANY QUESTIONS, PLEASE CALL (716) 778-6853.**

**SED ASSESSMENT SCHEDULE
2019-20 SCHOOL YEAR**

For testing in grades 3-8, we use scores to gain a snapshot of how a student is performing in a given subject. Results are used to determine appropriate levels of support for our students during the school day. Please make every effort to plan around these important dates, they are fixed and we cannot adjust them.

State testing in high school is linked to graduation. Commonly, students take and pass five Regents exams (ELA, US History, Global History, Integrated Math, and one Science exam).

AP courses/exams represent the most challenging curriculum in high schools throughout the world. The tests are nationally scored and students may earn college credit based on their scores and the college they choose to attend. More importantly, students that choose to take these challenging courses prepare themselves for the rigor of college in a more academically supportive environment.



Assessments	Date(s)
S.A.T. (Fall, Spring)	October 5, May 2
P.S.A.T.	October 19
Grades 3 – 8 ELA	March 25 – 27 (within this window)
Grades 3 – 8 Math	April 21 – 23 (within this window)
Grades 4 & 8 Science Performance	May 18 – May 29 (within this window)
Grades 4 & 8 Science Written	June 1
Advanced Placement (AP) Tests	
U.S. Government and Politics	May 4 (a.m.)
English Literature and Composition	May 6 (a.m.)
U.S. History	May 8 (a.m.)
Environmental Science	May 11 (p.m.)
Psychology	May 12 (p.m.)
English Language and Composition	May 13 (a.m.)
World History	May 14 (a.m.)
Statistics	May 15 (p.m.)
HS Regents Exams	
English Language Arts	June 17 (a.m.)
Living Environment	June 17 (p.m.)
U.S. History & Government	June 18 (a.m.)
Algebra I	June 18 (p.m.)
Global History & Geography II	June 19 (a.m.)
Physical Setting / Earth Science	June 19 (p.m.)
Transition Exam in Global History & Geography	June 22 (a.m.)
World Language Assessment	June 22 (TBD)
Algebra II	June 23 (a.m.)
Geometry	June 24 (a.m.)
Physical Setting / Physics	June 24 (p.m.)
Physical Setting / Chemistry	June 25 (a.m.)

Schedule subject to change

Newfane Central School District
6273 Charlotteville Road
Newfane, NY 14108

NON-PROFIT ORG.
U.S. POSTAGE
PAID
BUFFALO, NY
PERMIT NO. 801

School District Contact Numbers

District Office (Office Hours 8:00am - 4:30pm):

Superintendent of Schools
Michael J. Baumann(716) 778-6850
Secretary to the Superintendent
Shannon Emborsky(716) 778-6850
District Clerk/Coordinator of Community Programs
Bernadette Seymour(716) 778-6853
District Office Fax.....(716) 778-6852

Business Office (Office Hours 7:00am - 4:00pm):

Business Administrator
Bart Schuler.....(716) 778-6856
Tax Collector
Janet Roger(716) 778-6858
Business Office Fax(716) 778-6860

Director of Facilities:

George Noon.....(716) 778-6586

Athletic Director:

Danielle Hawkins.....(716) 778-6550

Food Service Director:

JoAnne Huntington(716) 778-6561

Newfane High School (Office Hours 7:00am - 3:15pm):

Main Office.....(716) 778-6551 or 778-6550
Main Office Fax(716) 778-6578
Guidance Office.....(716) 778-6564
Guidance Office Fax(716) 778-6565
Special Ed. Office.....(716) 778-6458 or 778-6457

Newfane Middle School (Office Hours 7:00am - 3:30pm):

Main Office.....(716) 778-6452 or 778-6451
Main Office Fax(716) 778-6460
Guidance Office.....(716) 778-6461
Guidance Office Fax(716) 778-6465

Newfane Elementary School (Office Hours 8:00am - 4:00pm):

Main Office.....(716) 778-6376 or 778-6375
Main Office Fax(716) 778-6377

Newfane Early Childhood Center:

(Office Hours 8:00am - 11:45am):

Main Office.....(716) 778-6351
Main Office Fax(716) 778-6868

Ridge Road Express:

Bus Garage(716) 778-8333