



the Hive

Build • Educate • Empower

BALDWINVILLE CENTRAL SCHOOL DISTRICT NEWSLETTER

AUGUST 2023 - ISSUE 185

WWW.BVILLE.ORG

2023-2024 Public Notifications and Forms

This issue of *The Hive* will provide you with back to school information, including public notifications that federal and state laws require school districts to provide to students, parents and the public each year. This issue includes important forms, including the “No Image Request Form” and food service applications.

Superintendent's Message: Welcome Back!

Dear Parents, Guardians and Staff,

On behalf of our administration, staff and Board of Education, I'm excited to welcome our new and returning students and families to the 2023-2024 school year!

Our staff has been busy working this summer to prepare for students to return and we're looking forward to the first day of school on Wednesday, September 6, 2023.

In this issue of “The Hive” you'll find lots of information for the coming school year, including the at-a glance school calendar, important health information and notices and numerous forms. Please review the information and reach out to us if you have any questions.

I hope you enjoy the rest of summer with your friends and family. Have fun and go Bees!



Sincerely,
Joseph

Dr. Joseph M. DeBarbieri
Superintendent of Schools



**Summer 2023
Camps and Programs**

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2023-2024 PUBLIC NOTIFICATIONS

This issue of *The Hive* will provide you with back to school information, including public notifications that federal and state laws require school districts to provide to students, parents, and/or the public each year.

Requests for Transportation for Daycare

The District establishes bus routes for the new school year over the summer months. Due to safety concerns, changes to daycare/sitter stops or bus stops for the newly established routes will be processed on a first come, first serve basis from Thursday, August 24, 2023 to Friday, September 15, 2023.

Day care/sitter forms received after August 23, 2023 will be processed to take effect only with email notification from the transportation office.

You must submit a request form for day care/sitter transportation EVERY YEAR, even if your daycare/sitter is the same as the previous year. You can download a Request for Transportation form from the Transportation Department's webpage.

Please submit it by **5 p.m. August 23, 2023**, to ensure your child has transportation on the first day of school, September 6, 2022.

If you have any questions, please contact the Transportation Department at (315) 638-6097.



Scan Me

Important Health Information for 2023-2024

According to New York State Education Law, all New York State public school students must submit a copy of a physical exam when they are entering the District for the first time AND/OR entering Pre K, K, 1, 3, 5, 7, 9 & 11. As of January 31, 2021, all physical examinations for school are to be documented on the NYS Required Health Examination Form or an electronic health record equivalent form. To access the state form and for more information on required physicals and immunizations your child may need for the 2023-2024 school year, please visit the Health Services page at www.bville.org. It is best to have a physical exam performed by your own primary medical provider, as they are aware of the student's medical history. A valid physical exam for school are those that have taken place within the 12 months prior to the start of the school. Please forward your child's most recent physical to the school nurse.

With the 2023-2024 school year, students 11 years old or older entering grades 6-12 are required to have one dose of Tdap. Students entering grades 7, 8, 9, 10 or 11th grade are required to have one dose of the Meningococcal vaccine; a booster dose is required for 12th grade if the first dose was received before 16 years old.

The District is mandated to exclude students that do not meet the criteria set forth in the New York State Immunizations for School Attendance, which you can find on our Health Services webpage. Immunizations work to keep vaccine preventable diseases out of the schools and protect children from serious consequences from vaccine preventable diseases.



PUBLIC NOTIFICATIONS

Medication(s) at School

New York State law requires that medications administered at school must be carried into the nurse's office by an adult. The medication must be presented with a written MD/PA/ NP order indicating school hour's administration, a written parental/guardian request for school administration and be in the original container; same rules apply for over-the-counter medication. Visit our Health Services webpage at www.bville.org for further medication information and to access the required parent/guardian form.

State Mandated Screenings

Throughout the school year, the school nurse will complete New York State required screenings for vision, hearing and scoliosis according to the information below (listed by grade level). The school nurse will contact you if there is a need for follow-up on a screening result.

HEARING: New entrants, UPK/K, 1, 3, 5, 7, 11

VISION: New entrants, UPK/K, 1, 3, 5, 7, 11

SCOLIOSIS: Grade 9 for boys and grades 5 & 7 for girls.

Screenings are only performed when the information is not included on the physical exam form submitted to the school. Please contact your school nurse with any questions.

Lead Poisoning Prevention

Public Health Law 1370-d requires New York State schools to request from the parent/guardian evidence that their child under the age of six years has been screened for lead and/or provide lead poisoning prevention educational resources.

Blood testing for lead screening is typically completed at age one and again at age two, while questionnaires for lead exposure are completed with yearly well child visits up to six years of age. The New York State School Health Examination Form is required for all prekindergarten and kindergarten students when a physical is completed and this form includes documentation of a child's blood lead level.

Information regarding lead poisoning and prevention in children can be found on our health services web page under the registration link, through your child's primary care provider or through the county Health Department.

Teacher Qualifications

All parents have the right to information regarding the professional qualifications of any teacher or paraprofessional that works with their child. To access this information you can:

1. Visit the NYS Department of Education website, www.nysed.gov. On the homepage, click on the link to "School Business" and click on the link to "Business Portal." Then click on "TEACH Public Inquiry System" under "Public Links."

OR

2. Contact the District's Human Resources Department at (315) 638-6047 for assistance.

Food Service Non-discrimination Disclaimer

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

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

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PUBLIC NOTIFICATIONS

Initial Notification Regarding Pesticide Use

New York State Education Law Section 409-K requires all public and nonpublic elementary and secondary schools to provide written notification to all persons in parental relation, faculty, and staff regarding the potential use of pesticides periodically throughout the school year.

The Baldwinsville Central School District is required to maintain a list of persons in parental relation, faculty, and staff who wish to receive 48-hour prior written notification of certain pesticide applications. The following pesticide applications are not subject to prior notification requirements:

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

In the event of an emergency application necessary to protect against an imminent threat to human health, a good faith effort will be made to supply written notification to those on the 48-hour prior notification list.

If you would like to receive 48-hour prior notification of pesticide applications that are scheduled to occur in your school, please visit the District's website at www.bville.org to electronically submit a form. Follow the link from "Facilities" to the form and fill it out online. You can also contact the District's pesticide representative, Chief Operations Officer, 29 East Oneida St., Baldwinsville, NY 13027. Provide the name of your child(ren) and the school (s), your name, address, day phone and evening phone, and an email address.

For more information on these requirements contact Facilities at 315-638-6100.

Asbestos Management Plans

As provided under the Asbestos Hazard Emergency Response Act, (AHERA-EPA 40 CFR 763), the Baldwinsville Central School District hereby makes known the steps it has undertaken to comply with AHERA and the availability of asbestos management plans.

1. Beginning in 1989, all District

owned facilities were inspected for asbestos and management plans were developed for each building according to the requirements of AHERA. Reinspections are conducted by the District every three years. The Onondaga/Cortland Madison BOCES Health, Safety & Risk Management was hired to complete the 2022 AHERA triennial inspection and update the asbestos management plans

2. Periodic surveillance is conduct-

ed every six months.

3. All custodial and maintenance staff have undergone 2-hour awareness training.
4. All response actions taken are within federal and state guidelines.

Management plans may be viewed in the District Office at 29 E. Oneida St., during office hours from 8:00 a.m. to 4:00 p.m. For more information, contact the Chief Operations Officer, at 315-638-6100.

PUBLIC NOTIFICATIONS

Food Service, Continued from Page 3

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf> from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA.

The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to

inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

- 1) **Mail:** U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue SW
Washington D.C. 20250-9410
- 2) **Fax:** (833) 256-1665 or (202) 690-7442; or
- 3) **Email:** program.inake@usda.gov

This institution is an equal opportunity employer.

Release of Information to Military Recruiters, Higher Learning

Pursuant to the No Child Left Behind Act, the District must disclose to military recruiters and institutions of higher learning, upon request, the names, addresses and telephone numbers of high school students.

The District must also notify parents of their right and the right of their child to request that the District not release such information without prior written parental consent.

Those parents who do not want the above information released to military recruiters and/or institutions of higher learning must notify Public Information Specialist Sarah Buckshot, in writing at: District Office, 29 East Oneida Street, Baldwinsville, NY 13027 by **October 1, 2023.**

Safety Plans

Please take notice that the Safe Schools Against Violence in Education Act (Project SAVE) requires all New York school districts to hold a public hearing annually to review the District Wide Safety plan prior to BOE adoption as required. The plan is posted to our district website. The building-level safety plans are reviewed annually and considered to be confidential documents due to the safety sensitive content that they include.

The following is a summary of the district-wide plan: The district-wide plan contains policies and procedures for responding to threats of violence or acts of violence by students, staff and visitors; prevention and intervention strategies; policies and procedures for contacting law enforcement officials, parent/guardians, and emergency responders in the event of an incident; policies and procedures regarding school building security;

protocols for responding to incidents; and strategies for improving communication and the reporting of potential incidents.

The following is a summary of the building-level plans: Each building-level plan includes specific information relative to that particular building in addition to policies and procedures for the safe evacuation of students, staff and visitors in the event of an incident; designation of an emergency response team; designation of a post-incident response team; establishment of internal and external emergency communications; definitions of a chain-of-command; contacts for access to state and local mental health resources; and procedures for conducting drills and for review of the plan. Copies of the district-wide plan are available upon request at the office of the Clerk of the District in the District office at 29 E. Oneida St. The plan can also be found on www.bville.org. Click on District, select Public Notifications and click on Safety Plans.

NOTIFICATION OF RIGHTS

Notifications of Rights - Family Educational Rights and Privacy Act

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 of the day the District receives a request for access.

Parents or eligible students should submit to the school principal or Director of Special Education a written request that identifies the record(s) they wish to inspect. The District official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

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

Parents or eligible students who wish to ask the District to amend their child’s education record should write the school principal or Director of Special Education, clearly identify the part of the record they want changed, and specify why it should be changed. If the District official decides not to amend the record as requested by the parent or eligible student, the District 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 consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

a. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person em-

ployed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the District Board of Education; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another District official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

b. FERPA also authorizes the release of “directory information” without prior consent, unless the parent/guardian or eligible student (age 18 or older) requests, in writing, that directory information not be disclosed. The District considers the following information “directory information”:

- Student’s name
- Student’s address
- Telephone number(s)
- Email address(es)
- Student’s date and place of birth
- Major field of study
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Dates of attendance (“from and to” dates of enrollment)
- Degrees, honors, and awards received
- Date of graduation
- Grade level
- The most recent education agency or institution attended.

Photographs and video/digital images are also considered to be “directory information” by the District.

NOTIFICATION OF RIGHTS

Videotapes, digital movies and/or photographs may be shared with the public through, for example, public media outlets, the District newsletters, reports, website and other District communications, unless the parent/guardian or eligible student requests, in writing, that videotapes, digital movies or photographs of the student not be publicized.

About disclosure of directory information to military recruiters and institutions of higher education:

Two federal laws require the District to provide military recruiters and institutions of higher education, upon request, with three directory information categories of its secondary students: names, addresses and telephone numbers, unless parents or eligible students have advised the District that they do not want this information disclosed without their prior written consent.

If you do not want directory information released: Those parents/guardians or eligible students who do not want directory information released and/or do not want videotapes, digital movies, images and/or photographs published and/or do not want the limited release of directory information to military recruiters and/or institutions of higher education, must notify Public Information Specialist Sarah Buckshot in writing by October

1, 2022 regarding the desired limitations on release of directory information. The address for the Communications Office is 29 East Oneida Street, Baldwinsville, NY 13027.

c. The District, as authorized by FERPA, discloses personally identifiable student information without consent to other schools, school systems or institutions of post-secondary education in which a student seeks or intends to enroll or that are providing services to the student, upon receiving a request from any such institution. Parents/guardians or eligible students can receive a copy of all information disclosed upon request.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Baldwinsville Central School District to comply with the requirements of FERPA.

The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

Non-discrimination Policy

The BCSD offers employment and educational opportunities, including vocational education opportunities, without regard to sex, race, color, national origin, ethnicity, creed, marital status, age, sexual orientation, disability, religion, political application, domestic violence victim status, socio-economic status, and military or veteran status, and it provides equal access to the Boy Scouts and other designated youth groups. Inquiries regarding this non-discrimination policy may be directed to: Assistant Superintendent for Human Resources, Baldwinsville CSD, 29 East Oneida Street, Baldwinsville, NY 13027 or phone 315-638-6047.

2023-2024 School Meal Prices

- Breakfast, all schools: \$2.75
- Milk only: \$0.85
- Lunch, Elementary Schools: \$3.75
- Lunch, Durgee Jr. High: \$3.75
- Lunch, Baker High School: \$3.75

Please Note: Food, supply and labor cost have all rapidly increased creating the need to increase our meal prices.

CODE OF CONDUCT SUMMARY

The Code of Conduct contains the rules for conduct on District property and at District functions, as well as the penalties for unacceptable conduct. The following is only a summary of the Code of Conduct. The entire Code is available on our website at www.bville.org and at available at each of our school buildings.

The Code applies to all activities in the school setting, and is not restricted to classroom settings. Students, parents, visitors, and District employees all have responsibilities regarding the education of the District students and are subject to the Code while on District property or at District functions.

The District expects students to come to school prepared to learn, and to conduct themselves in a safe and respectful manner while at school. Parents are expected to cooperate with the District in the education of their children, and to communicate with appropriate school personnel regarding questions or concerns. Teachers are expected to be prepared to teach and to strive for an atmosphere of mutual respect in the classroom. Administrators are responsible for promoting a safe, healthy, and stimulating academic environment that is conducive to learning and student success.

The Code of Conduct has been revised, effective July 1, 2023.

STUDENT RIGHTS AND RESPONSIBILITIES:

A right is a privilege to which one is justly entitled. Every student has the following rights:

1. **Equal Educational Opportunity.** The District will provide all students with an equal opportunity to acquire an education without interference from other students in accordance with the Education Law.
2. **Learning Environment.** All students have the right to a safe and orderly classroom environment that will provide the opportunity for optimum learning.
3. **Privacy.** All students have the right to privacy, and shall be free from unreasonable search and seizure on District property and at District functions. However,

since desks and lockers are District property, the District has the right to search desks and lockers at any time. In addition, a student's motor vehicle parked on District property may be searched if the District official has reasonable suspicion that the search will turn up evidence that the student has violated the law or District rules. Searches and questioning of students shall be conducted in accordance with applicable laws and District policies (including but not limited to Board of Education Policy No. 7330).

4. **Student Records.** Students, parents, and legal guardians have the right to have access to official student school records as provided by law. District personnel will work with parents/ guardians to determine an appropriate time and method for the presentation of this material.

5. **Expression.** Students are entitled to express their opinions verbally or symbolically at appropriate times and in an appropriate, respectful manner. This right does not entitle students to spread misinformation, slander others, display inappropriate material or otherwise infringe on the rights of others.

6. **Due Process.** When faced with possible discipline, students have the right to the procedural due process set forth in this Code.

7. **No bullying, discrimination or harassment.** Students shall be free from bullying, discrimination and harassment on school property or school functions including but not limited to the educational program, activities, or admission policies of their school. Such conduct shall include, but is not limited to, threats, intimidation or abuse based on a person's actual or perceived race, color, weight, national origin, ethnic origin, ethnic group, religion, religious practices, disability, sex, sexual orientation, gender (including gender identity and expression) or any other legally protected status.

8. **The Right to Resolve Grievances.** Students have the right to air grievance problems and concerns through legitimate channels provided by the school and District.

A responsibility is an obligation one has in order to retain the privileges associated with a right to certain freedoms. As representatives of the District, students

CODE OF CONDUCT SUMMARY

who participate in school-sponsored activities outside of the school day remain subject to the expectations outlined by the Code of Conduct, the Code of Conduct for Student Athletes, and relevant supplemental contracts and criteria. Students are accountable for their own behavior on District property and at District functions, and are expected and encouraged to meet the following responsibilities:

1. **Take Advantage of the Opportunity to Study and Learn.** Students should take advantage of the academic opportunities offered at school, and support and participate in school activities. Students should also cooperate with school personnel at all times.
2. **Acknowledge the Rights of Others to Study and Learn.** Parents/guardians send their children to school to obtain an education. An individual student may decide not to take advantage of the opportunity. However, no student has the right to interfere with the education of others. Students have the responsibility to respect the rights of others to study and to work and to conduct themselves with respect toward self, fellow students, staff, and administration.
3. **Attend School Daily Unless Ill or Excused.** Schools cannot educate students who do not attend class. Students will attend school regularly and punctually. Students who enter a classroom after a lesson has begun are interfering with the rights of others to learn and study. Only excused absences will be allowed.
4. **Obey All School Rules.** Rules are created to provide the process for a school to educate students. Schools cannot achieve this goal if they are required to expend valuable instructional time maintaining order. Students must obey the rules established by this Code.
5. **Cooperate with the School Staff in Disciplinary Cases.** Every community depends upon the willingness of citizens to play a part in upholding the rules by which everyone has agreed to live.
6. **Come to School with the Necessary Books and Materials.** A teacher should not have to delay starting class because a student has come unprepared to work. This interferes with the rights of others to learn and study. Getting an education requires more than being in class, just as keeping a job requires more than showing

up for work. Students are expected to come to school with the proper books and materials.

7. **Complete In-Class, Homework Assignments and Meet Deadlines In A Timely Manner.** Students, parents/guardians and teachers share in the responsibility for learning. Everything that must be learned cannot be accomplished during the school day, and, therefore, some homework should be expected each day, depending on the grade level. Strive to work up to your capabilities. Complete homework thoroughly and on a daily basis.
8. **Respect Private and School Property and Carefully Use and Return Materials and Equipment.** Schools represent a gift of the community to its young people. It is wrong to abuse that gift. Such abuse forces the community to spend additional money in order to provide the same opportunities for those students who will use the school after you. Students are required to respect both private and school property.
9. **Ensure That School Correspondence for Parents/Guardians Reaches Home.** Education requires a partnership between parents/guardians, students, and the school. For a partnership to work, everyone must know what is happening, good and bad. Sometimes students are asked to be the messenger.
10. **Remain on School Property During the School Day.** A student may leave District property during the school day only if their parents/guardians have requested permission to do so, and the request has been granted by an administrator, nurse, or attendance clerk.
11. **Act Appropriately.** Be self-controlled, reasonably quiet and non-disruptive in classrooms, hallways, study areas, school buses, on school property, at school activities, and assemblies.
12. **Be Respectful of Others.** Be reasonable, modest, self-controlled, non-suggestive and considerate in your relationships with other students. Strive for mutually respectful relationships with teachers. Keep your language and gestures respectful and refrain from using vulgar, profane, or obscene or inappropriate language.

ELECTRONIC DEVICES:

Personal electronic devices shall include, but not be lim-

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ited to, cellular phones of all types including those with photographic, videotaping and/or text messaging capabilities, tablets or other tablet devices, Chromebooks, SMART watches, gaming, devices, including, but, not limited to, Xbox, Playstation, Nintendos, cameras, MP3 players, laser pens, iPads, iPods, headphones, and audio/video equipment as well as any other electronic communication device. The use or possession of electronic devices will be permitted within the buildings under the following guidelines:

- a. Electronic devices may not:
 - i. Disrupt the education process in the district.
 - ii. Endanger the health, safety or welfare of any student or anyone else.
 - iii. Invade on the rights of others.
 - iv. Involve illegal or prohibited conduct of any kind.

The following also applies to the use of electronic devices:

- i. Students are responsible for using electronic devices in a safe and secure manner; ensuring such use does not create a safety hazard for themselves or others.
- ii. Students will not be provided the ability to charge electronic devices, as electrical cables will create a safety hazard. As such, students should ensure that such devices are charged before bringing them to school.
- iii. By bringing electronic devices to school, students agree that, while on school property and at school functions, access to the internet will only be gained via the District-provided Wi-Fi that is available. Failure to follow this requirement is a violation of the Code of Conduct and may be subject to disciplinary action.
- f. Use of electronic devices on a District school bus is permitted under the following guidelines
Electronic devices may not:
 - i. Endanger the health, safety or welfare of the staff, students, or anyone else whether on or off the bus.
 - ii. Impinge upon the rights of others.
 - iii. Involve illegal or prohibited conduct of any kind.

Any misuse of electronic devices while riding on a school bus will be subject to the same consequences as

outlined in Appendix A and B of this Code.

Electronic devices are brought into the school setting at the student's own risk. The school district accepts no responsibility for damage, loss or theft of personal electronic devices on any school property or at any school function.

TOBACCO/NON-TOBACCO & RELATED NOVELTY PRODUCTS:

Students shall not possess, consume, use, sell, purchase, distribute, exchange or attempt to possess, consume, use sell, purchase, distribute or exchange alcoholic beverages, illegal substances, or be under the influence of either on school property or at a school function. This prohibition extends to having such items on one's person or in one's locker or vehicle or other personal space.

VISITORS:

The Code applies to visitors, who are subject to the authority of the building principal while on District premises or at District functions. Visitors must use the main entrance to the building and report to the principal's office upon arrival to sign the visitor's log. Visitors will receive an identification badge, which must be worn at all times while on District premises.

DRESS CODE: It is the intent of the District that every effort be made to ensure the safety and security of those within the District, as well as, foster an environment that is conducive to teaching and student learning. The dress code has been defined in specific detail. The examples noted below (while not an exhaustive list) are intended to address reasonable standards and expectations in order that potential issues or concerns might be minimized for our students, staff and visitors.

The Board expects that District employees, students, and visitors will be appropriately groomed and dressed while on District property and at District functions. All District employees should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance in the school setting and provide guidance to prepare students for their role in the work place and society. Principals shall

CODE OF CONDUCT SUMMARY

inform students and parents/guardians of the student dress code at the beginning of the school year, and of any revisions to the dress code made during the school year. The principal or principal's designee will serve as the final authority in determining the appropriateness of dress. The following general rules shall apply:

a. Staff, Student, and Visitors' articles of clothing must not pose a hazard to health or safety to the wearer or to others. Appropriate footwear shall be worn at all times.

b. Staff, Students, and Visitors shall dress in a fashion that will not disrupt the classroom/school environment.

c. Students are encouraged to dress appropriately for weather conditions. Coats, bandanas, hoods, any other headgear, and any other outside garments are not permitted to be worn inside the school during school hours. All outside apparel is to be kept in the student's locker or provided storage upon entering the building; however, exceptions may be made at the discretion of the Building Administrator. Building Administrators will inform staff and students of any exceptions at the beginning of each school year.

Any exceptions allowed must not interfere with the education environment/process and must not obscure the eyes, face, and hearing ability of students or possess a safety hazard. Building Administration or the Superintendent or designee, is authorized to revoke allowed exceptions should the stated requirements not be met and safety and security for students and staff be at risk. In this case, the expectation for the affected school building will revert back to those set forth in Section 8, A, c.

d. Religious and/or medically-required attire is exempt.

e. Clothing and apparel that is appropriate for school MUST:

- Cover students from mid-thigh to the top of shoulders;
- Be secured over the shoulder and/or include sleeves;

f. Clothing, apparel and other accessories that is appropriate for school will not include the following:

- neck wear or body wear/accessories that could

pose harm to others or the wearer;

- clothing, accessories, buttons, badges, or insignia of any type that are vulgar, lewd, obscene, libelous or that denigrate others on account of race, color, religion, ancestry, national origin, gender, sexual orientation, or disability;

- clothing or symbols that promote and/or endorse the use or consumption of alcohol, drugs, tobacco, and/or encourage other illegal or violent activities; by virtue of its color, trademark, or other attribute is reasonably perceived or intended to intimidate, threaten, incite violence, or reflect gang affiliation

- transparent garments;

- exposed underwear or undergarments;

- clothing displaying inappropriate language or symbols, or words/announcements across the seat of the pants/shorts;

- sunglasses.

Nothing in this Dress Code will be construed to limit the ability of students to dress and/or groom themselves in a way that allows them to express their gender identity, or to discipline students for doing so.

Nothing in this Dress Code will be construed to limit the ability of students to wear certain protective hairstyles (including but not limited to braids, locks and twists) or to wear their hair in a particular texture, or to discipline students for doing so.

Individuals who violate the provisions of dress code established by this Code of Conduct shall be asked to cover or remove the offending item, or to replace it with an acceptable article of clothing. Any student who refuses to do so shall be subject to discipline in accordance with this Code, up to and including suspension from school. Employees, who refuse a request by the building principal to cover, remove or replace an offending item shall be subject to discipline in accordance with law.

Visitors, who refuse a request by the principal to cover, remove or replace an offending item shall be subject to removal from District property or the District function, as the case may be.

CODE OF CONDUCT SUMMARY

REPORTING:

Anyone who believes he/she has been subjected to discrimination, harassment, bullying or retaliatory behavior or has witnessed any possible occurrence of such conduct should immediately report same to any staff member or administrator. If the District determines that a District official, employee, volunteer, vendor, visitor and/or student has violated the Code of Conduct or a material incident of harassment, bullying and discrimination has occurred, immediate corrective action will be taken, it will take prompt action reasonably calculated to end the violation, eliminate any hostile environment, create a more positive school culture and climate, prevent recurrence of the behavior, and ensure the safety of the student or students against whom such violation was directed. Generally, responses to acts of harassment, bullying, and/or discrimination against students by students shall incorporate a progressive model of student discipline.

REVIEW OF CODE:

Anyone who wishes to review the Code of Conduct may do so at each school building, or can review a PDF of the Code on the District's website. Go to www.bville.org and click on "District" on the top menu. The drop down menu will appear. Click on "Code of Conduct" under "Quicklinks."

Or use your mobile device to scan the QR code:



SCAN HERE

The Protection of Pupil Rights Amendment (PPRA)

The Protection of Pupil Rights Amendment (PPRA) affords parents certain rights with respect to the conduct of surveys, analyses, or evaluations that are funded in whole or in part by the United States Department of Education (DOE). These rights include:

A. The right to consent before students are required to submit to a survey that is funded in whole or in part by a program of the DOE, which concerns one or more of the following protected areas (protected information survey):

1. Political affiliations or beliefs of the student or the student's parent;

2. Mental or psychological problems of the student or the student's family;

3. Sex behavior or attitudes;

4. Illegal, anti-social, self-incriminating, or demeaning behavior;

5. Critical appraisals of other individuals with whom respondents have close family relationships;

6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;

7. Religious practices, affiliations, or beliefs of the student or the student's parent;

8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

PUBLIC NOTIFICATIONS

B. The right of the parent and eligible student to receive notice and an opportunity to opt-out of:

1. Any other protected information survey, regardless of funding;
2. Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or selling or otherwise providing that information to others for marketing or sales purposes; and
3. 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 not necessary to protect the immediate health and safety of the student or of other students.

The right to receive notice and an opportunity to opt-out 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, such as the following:

- College or other postsecondary education recruitment, or military recruitment;
- Book clubs, magazines, and programs providing access to low-cost literary products;
- Curriculum and instructional materials used by elementary and secondary students;
- Tests and assessments used by elementary and secondary students to provide cognitive, evaluative, diagnostic, clinical, aptitude or achievement information about students (or generate other statistically useful data for the purpose of securing such tests and assessments) and subsequent analysis and public release of the aggregate data from such tests and assessments;
- The sale by students of products or services to raise funds for school-related or education-related activities; or
- Student recognition programs.

In addition, the opportunity to opt-out of physical

examinations and/or screenings does not apply to physical exams or screenings for hearing, vision, or scoliosis, or any other physical examinations or screenings that are permitted or required by state law.

C. The right to inspect, upon request and before administration or use the following:

- Protected information surveys of students;
- Instruments used to collect personal information from students for the purpose of marketing or selling that information; and
- Instructional material used as part of the educational curriculum for the student.

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

The District has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The District will directly notify parents of these policies at least annually at the start of each school year and after making any substantive changes to such policies. The District will also directly notify parents of students scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. 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 listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys.

Continued on Page 14

PUBLIC NOTIFICATIONS

PPRA, Continued from Page 13

Following is a list of the specific activities and surveys covered under this requirement:

- * The collection, disclosure or use of personal information for marketing, sales or other distribution;
- * The administration of any protected information survey not funded in whole or in part by the DOE; and
- * Any non-emergency, invasive physical examination or screening as described above.

Parents and eligible students 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, DC 20202.

CHILD ABUSE IS EVERYONE'S PROBLEM

DO YOU SUSPECT CHILD ABUSE OR
MALTREATMENT?
HAS SOMEONE HURT YOU?

Report Child Abuse and Neglect:
1-800-342-3720

If Deaf or Hard of Hearing Report by TDD/TTY
1-800-638-5163
or
Video Relay System
1-800-342-3720

If you believe that a child is in immediate danger,
call 911 or your local police department.

NYS Office of Children and Family Services
ocfs.ny.gov/programs/prevention/

Meal Services to Students with Disabilities

Dear Parent/Guardian,

The National School Lunch Program (NSLP) and School Breakfast Program (SBP) aim to provide all participating children, regardless of background, with the nutritious meals they need to be healthy. This includes ensuring children with disabilities have an equal opportunity to participate in and benefit from the NSLP and SBP.

Federal regulations require schools and institutions to serve meals at no extra charge to those children whose disability restricts their diet in such a way that they cannot fully participate in the food service program without some modification to the foods offered or the scheduled menu. If you believe your child needs substitutions because of a disability, please get in touch with us for further information. You must request meal modifications from the school with a medical statement from a State licensed healthcare professional. This medical statement must contain but is not limited to the following:

- Information about the child's physical or mental impairment that is sufficient to allow the school to understand how it restricts the child's diet.
- An explanation of what must be done to accommodate the child's special dietary need.
- The food or foods to be omitted and recommended alternatives, in the case of a modified meal.

If you have questions regarding the need for meal modifications, contact Donna Rice, School Lunch Director at 315-638-6063 for further information.

FOOD SERVICE

Dear Parent/Guardian:

Children need healthy meals to learn. Baldwinsville Central School offers healthy meals every school day. Breakfast costs \$2.75 at all schools. Lunch costs \$3.75 for all schools. Your children may qualify for free or for reduced price meals. Students in New York State that are approved for reduced price meals will receive breakfast and lunch meals at no charge. Below are common questions and answers to help you with the application process.

1. Do I need to fill out an application for each child? No. Complete one Application for Free and Reduced Price School Meals to apply for free or reduced price meals for all students in your household attending this School Food Authority. We cannot approve an application that is not complete, so be sure to fill out all required information as indicated on the application and application instructions. Return the completed application to the Food Service Director at 29 E. Oneida St., Baldwinsville, NY 13027.

2. Who can get free meals?

- All children in households receiving benefits from the Supplemental Nutrition Assistance Program (SNAP), the Food Distribution Program on Indian Reservations (FDPIR) or Temporary Assistance to Needy Families (TANF), are eligible for free meals. Categorical eligibility for free meals is extended to all children in a household when the application lists an Assistance Program's case number for any household member.
- Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.
- Children participating in their school's Head Start Program are eligible for free meals.
- Children who meet the definition of homeless, runaway, or migrant are eligible for free meals. Households with children who meet the definition of homeless, runaway or migrant should contact the SFA for assistance in receiving benefits.
- Children may receive free meals if your household's gross income is within the free or reduced price limits on the Federal Income Eligibility Guidelines. Students in New York State that are approved for reduced price meals will receive breakfast and lunch meals.
- Your child may qualify for free or reduced price meals if your household income falls at or below the limits on this chart:

2023-2024 INCOME ELIGIBILITY GUIDELINES

Household Size	Annual	Month	Twice per Month	Every Two Weeks	Weekly
1.....	\$26,973	\$2,248	\$1,124	\$1,038	\$519
2.....	36,482	3,041	1,521	1,404	702
3.....	45,991	3,833	1,917	1,769	885
4.....	55,500	4,625	2,313	2,135	1,068
5.....	65,009	5,418	2,709	2,501	1,251
6.....	74,518	6,210	3,105	2,867	1,434
7.....	84,027	7,003	3,502	3,232	1,616
8.....	93,536	7,795	3,898	3,598	1,799
For each additional household member add	+9,509	+793	+397	+336	+183

FOOD SERVICE

- 3. Can foster children get free meals?** Yes, foster children that are under the legal responsibility of a foster care agency or court, are eligible for free meals. Any foster child in the household is eligible for free meals regardless of income. Foster children may also be included as a member of the foster family if the foster family chooses to also apply for benefits for other children. Including children in foster care as household members may help other children in the household qualify for benefits. If non-foster children in a foster family are not eligible for free or reduced price meal benefits, an eligible foster child will still receive free benefits.
- 4. Can homeless, runaway and migrant children get free meals?** Yes, children who meet the definition of homeless, runaway, or migrant qualify for free meals. If you haven't been told your children will get free meals, please call or e-mail the District Data Manager at 315-638-6050 or mmoyer@bville.org to see if they qualify.
- 5. Should I fill out an application if I received a letter this school year saying my children are approved for free meals?** Please read the letter you received carefully and follow the instructions. Call the school at 315-638-6063 if you have questions.
- 6. My Child's application was approved last year. Do I need to fill out another one?** Yes. Your child's application is only good for that school year and carried over for the first 30 operating days of this school year (or until a new eligibility determination is made, whichever comes first). You must send in a new application unless the school told you that your child is eligible for the new school year. If you do not send in a new application that is approved by the school or you have not been notified that your child is eligible for free meals, your child will be charged the full price for meals.
- 7. I get Women, Infants and Children (WIC) benefits. Can my child(ren) get free meals?** Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out a free/reduced price meal application.
- 8. Will the information I give be checked?** Yes. We may also ask you to send written proof of the household income you report.
- 9. If I don't qualify now, may I apply later?** Yes. You may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed or who experiences financial hardship mid-year may become eligible for free and reduced price meals if the household income drops below the income limit.
- 10. What if I disagree with the school's decision about my application?** You should talk to school officials. You may also ask for a hearing by calling or writing to The Assistant Superintendent for Management Services, 29 E. Oneida St., Baldwinsville, NY 13027 315-638-6055 or e-mail at kvile@bville.org
- 11. May I apply if someone in my household is not a U.S. citizen?** Yes. You, your child(ren), or other household members do not have to be a U.S. citizen to qualify for free or reduced price meals.
- 12. Who should I include as members of my household?** You must include all people living in your household, related or not (such as grandparents, other relatives, or friends) who share income and expenses. You must include yourself and all children living with you. If you live with other people who are economically independent (for example, people who you do not support, who do not share income with you or your children, and who pay a pro-rated share of expenses), do not include them.
- 13. What if my income is not always the same?**
List the amount that you normally receive. For example, if you normally make \$1,000 each month, but you missed some work last month and only made \$900, put down that you made \$1,000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
- 14. We are in the military. Do we report our income differently?** Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, clothing, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your

FOOD SERVICE

housing allowance as income. Any additional combat pay resulting from deployment is also excluded from income.

15. My family needs more help. Are there other programs we might apply for? To find out how to apply for SNAP or other assistance benefits, contact your local assistance office or call 1-800-342-3009.

HOW TO APPLY: To get free or reduced price meals for your children carefully complete one Application for Free and Reduced Price School Meals, following the instructions on the form, for your household and return it to the designated office listed on the application. All household members and children should be listed on one application.

- If you receive SNAP or TANF benefits or participate in the FDPIR, the application must include the children's names, the household SNAP, TANF or FDPIR case number and the signature of an adult household member
 - > Contact your local Department of Social Services for your SNAP or TANF case number if necessary.
 - > No application is necessary if the household was notified by the School Food Authority that their children have been Directly certified based on Assistance Program participation. If the household is not sure if their children have been directly certified, the household should contact the school.
- If you do not list a SNAP, TANF, or FDPIR case number for any household member, the application must include the names of everyone in the household, the amount of income for each household member, how often it is received and where it comes from. It must include the signature of an adult household member and the last four digits of that adult's social security number or check the box if the adult does not have a social security number.
- An application for free and reduced price benefits cannot be approved unless complete eligibility information is submitted, as indicated on the application and in the instructions. We will let you know when your application is approved or denied.

Reporting Changes: The benefits that you are approved for at the time of application are effective for the entire school year and up to 30 operating days into the new school year (or until a new eligibility determination has been made, whichever comes first). You no longer need to report changes for an increase in income or decrease in household size, or if you no longer receive SN

Meal Service to Children with Disabilities: Federal regulations require schools and institutions to serve meals at no extra charge to children with a disability which may restrict their diet. A student with a disability is defined in 7CFR Part 15b.3 of Federal regulations, as one who has a physical or mental impairment which substantially limits one or more major life activities of such individual, a record of such an impairment or being regarded as having such an impairment. Major life activities include but are not limited to: functions such as caring for one's self, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working. You must request meal modifications from the school and provide the school with medical statement from a State licensed healthcare professional. If you believe your child needs substitutions because of a disability, please get in touch with us for further information, as there is specific information that the medical statement must contain.

Confidentiality: The United States Department of Agriculture has approved the release of students names and eligibility status, without parent/guardian consent, to persons directly connected with the administration or enforcement of federal education programs such as Title 1 and the National Assessment of Educational Progress (NAEP), which are United States Department of Education programs used to determine areas such as the allocation of funds to schools, to evaluate socioeconomic status of the school's attendance area, and to assess educational progress.

FOOD SERVICE

Information may also be released to State health or State education programs administered by the State agency or local education agency, provided the State or local education agency administers the program, and federal, State or local nutrition programs similar to the National School Lunch Program. Additionally, all information contained in the free and reduced price application may be released to persons directly connected with the administration or enforcement of programs authorized under the National School Lunch Act (NSLA) or Child Nutrition Act (CNA); including the National School Lunch and School Breakfast Programs, The Special Milk Program, the Child and Adult Care Food Program, Summer Food Service Program and the Special Supplemental Nutrition Program for Women Infants and Children (WIC); the Comptroller General of the United States for audit purposes, and federal, State or local law enforcement officials investigating alleged violation of the programs under the NSLA or CNA. **The disclosure of eligibility information not specifically authorized by the NSLA requires a written consent statement from the parent/guardian.**

In the operation of child feeding programs, no child will be discriminated against because of race, sex, color, national origin, age, disability or limited English proficiency.

If you have other questions or need help, call the Food Service Director at 315-638-6063.

Thank you,
Dr. Joseph M. DeBarbieri
Superintendent of Schools

The District is encouraging families to utilize MySchoolBucks account to pay for school meals.

Sign up for your MySchoolBucks account in 3 steps:

- 1) Go to myschoolbucks.com
- 2) Create your account
- 3) Pay with your credit/debit card or electronic check

Breakfast & Lunch Menus

Visit our Food Service webpage each month to view breakfast and lunch menus for each of our schools.



FOOD SERVICE

Free and Reduced Price Meal Application Fact Sheet

When filling out the application form, please pay careful attention to these helpful hints.

SNAP/TANF/FDPIR case number: This must be the complete valid case number supplied to you by the agency including all numbers and letters, for example, E 123456, or whatever combination is used in your county. Refer to a letter you received from your local Department of Social Services for your number or contact them for your number.

Foster Child: A child who is living with a family but who is under the legal care of the welfare agency or court may be listed on your family application. List the child's "personal use" income. This includes only those funds provided by the agency which are identified for the personal use of the child, such as personal spending allowances, money received by his/her family, or from a job. Funds provided for housing, food and care, medical, and therapeutic needs are not considered income to the foster child. Write "0" if the child has no personal use income.

Household: A group of related or non-related people who are living in one house and share income and expenses.

Adult Family Members: All related and non-related people who are 21 years of age and older living in your house.

Financially Independent: A person is financially independent and a separate economic unit/household when his or her earnings and expenses are not shared by the family/household. Separate economic units in the same residence are characterized by prorating expenses and by economic independence from one another.

Current Gross Income: Money earned or received at the present time by each member of your household before deductions. Examples of deductions are federal tax, State tax and Social Security deductions. If you have more than

one job, you must list the income from all jobs. If you receive income from more than one source (wage, alimony, child support, etc.), you must list the income from all sources. Only farmers, self-employed workers, migrant workers, and other seasonal employees may use their income for the past 12 months reported from their 1040 Tax Forms.

Examples of gross income are:

- Wages, salaries, tips, commissions or income from self-employment
- Net farm income – gross sales minus expenses only – not losses
- Pensions, annuities or other retirement income including Social Security retirement benefits
- Unemployment compensation
- Welfare payments (does not include value of SNAP)
- Public Assistance payments
- Adoption assistance
- Supplemental Security Income (SSI) or Social Security Survivor's Benefits
- Alimony or child support payments
- Disability benefits, including workman's compensation
- Veteran's subsistence benefits
- Interest or dividend income
- Cash withdrawn from savings, investments, trusts and other resources which would be available to pay for a child's meals
- Other cash income

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

If you have any questions or need help in filling out the application form, please contact:

Donna Rice, School Lunch Director
(315) 638-6063

FOOD SERVICE

Dear Parent/Guardian:

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

Some of the programs that may request names and eligibility information to be used to provide benefits, and for which parent/guardian consent is required, include: federal health insurance programs such as Medicaid or Children's Health Insurance program (CHIP), other

federal programs, State programs, local health and education programs and other local activities. For example, the disclosure of children's eligibility for free and reduced price meals to determine eligibility for free text books, free band instruments, holiday baskets, school supplies, etc., or reduced fees for summer school or driver education programs, would require written consent by the child's parent/guardian.

If you wish to provide consent to release information contained in your child's free and reduced price meal application, to receive other benefits, please complete the attached consent statement. Please call the Food Service Director at 315-638-6063 if you have questions.

Sincerely,
Donna Rice, School Lunch Director

 - - - - -
CONSENT TO RELEASE FREE OR REDUCED PRICE ELIGIBILITY INFORMATION

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

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

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

Child/Children:

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

Signature of Parent/Guardian: _____

Print Name: _____

Address: _____

Phone Number: _____ Date: _____

Date Withdrew _____

F ____ R ____ D ____

2023-2024 Application for Free and Reduced Price School Meals

To apply for free and reduced price meals for your children, read the instructions on the back, complete **only one** form for your household, sign your name and **return it to the address listed below**. Call 315-638-6063, if you need help. Additional names may be listed on a separate paper.

Return Completed Applications to: **Baldwinsville CSD**
29 E Oneida St.
Baldwinsville, NY 13027

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

Student Name	School	Grade/Teacher	Foster Child	Homeless Migrant, Runaway

2. SNAP/TANF/FDPIR Benefits:

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

Name: _____ CASE #: _____

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

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

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

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

Total Household Members (Children and Adults)

*Last Four Digits of Social Security Number: XXX-XX- ____ - ____

I do not have a SS#

*When completing section 3, an adult household member must provide the last four digits of their Social Security Number (SS#), or mark the "I do not have a SS# box" before the application can be approved.

4. Signature: An adult household member must sign this application before it can be approved.

I certify (promise) that all the information on this application is true and that all income is reported. I understand that the information is being given so the school will get federal funds; the school officials may verify the information and if I purposely give false information, I may be prosecuted under applicable State and federal laws, and my children may lose meal benefits.

Signature: _____ Date: _____

Email Address: _____

Home Phone: _____ Work Phone: _____ Home Address: _____

5. Ethnicity and Race are optional; responding to this section does not affect your children's eligibility for free or reduced price meals.

Ethnicity: Hispanic or Latino Not Hispanic or Latino

Race (Check one or more) : American Indian or Alaskan Native Asian Black or African American Native Hawaiian or Other Pacific Island White

DO NOT WRITE BELOW THIS LINE – FOR SCHOOL USE ONLY

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

SNAP/TANF/Foster

Income Household: Total Household Income/How Often: _____ / _____ Household Size: _____

Free Meals Reduced Price Meals Denied/Paid

Signature of Reviewing Official _____ Date Notice Sent: _____



APPLICATION INSTRUCTIONS

To apply for free and reduced price meals, complete only one application for your household using the instructions. Sign the application and return the application to the Food Service Dept., 29 E. Oneida St., Baldwinsville, NY 13027. If you have a foster child in your household, you may include them on your application. A separate application is no longer needed. Call the school if you need help at 315-638-6063. Ensure that all information is provided. Failure to do so may result in denial of benefits for your child or unnecessary delay in approving your application.

PART 1 ALL HOUSEHOLDS MUST COMPLETE STUDENT INFORMATION. DO NOT FILL OUT MORE THAN ONE APPLICATION FOR YOUR HOUSEHOLD.

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

PART 2 HOUSEHOLDS GETTING FOOD STAMPS, TANF, OR FDPIR SHOULD COMPLETE PART 2 AND SIGN PART 4

- (1) List a current Food Stamp, TANF or FDPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household. The case number is provided on your benefit letter.
- (2) An adult household member must sign the application in PART 4. Skip PART 3. Do not list the names of household members or income if you list a SNAP case number, TANF or FDPIR

Part 3 ALL OTHER HOUSEHOLDS MUST COMPLETE THESE PARTS AND ALL OF PART 4

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

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

USE OF INFORMATION STATEMENT

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

DISCRIMINATION COMPLAINTS

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

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.) should contact the Agency (State or Local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027), found online at http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1. Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington D.C. 20250-9410;
2. Fax: (202) 690-7442; or
3. E-mail: program.intake@usda.gov

**2023-2024 PARENT/GUARDIAN
NO MEAL CHARGING REQUEST FORM
(ONE STUDENT PER FORM – Please fill out one form for each student)**

Instructions: Complete this form only if you **DO NOT** want your child to charge meals at his/her school. Submit completed form to the Head Cook at your child's cafeteria or to the Food Service Office:

**Baldwinsville Food Service Office
29 E. Oneida St.
Baldwinsville, NY 13027**

This request will be honored for the **current** school year only. A new request is required for the start of each school year.

TO: Baldwinsville CSD Food Service – List your Child's Cafeteria below

School: _____

FROM PARENT/GUARDIAN _____

STUDENT NAME: _____ PIN # _____

Date _____

Please record the request(s) I have indicated below:

Do not allow my child to charge a meal to his/her Food Service Account

Do not allow my child to charge:

_____ Breakfast

_____ Lunch

Other _____

Parent/Guardian Signature _____



PUBLIC NOTIFICATIONS

District Attendance Policy

Schools cannot educate students who do not attend class. Students will attend school regularly and punctually. Only excused absences, as defined by this Code, will be allowed. Daily attendance of any student is the legal responsibility of the parent/guardian. Students who enter a classroom after a lesson has begun are interfering with the rights of others to learn and study.

There is an attendance expectation of a minimum of 85% (153 days) of regular class sessions. Using this guideline, written notification will be initiated following the timeline below or sooner at the discretion of administration:

- 7 absences/tardies in 10 weeks of school
- 14 accumulated absences/tardies in 20 weeks of school
- 20 accumulated absences/tardies in 30 weeks of school

Currently, the following intervention strategies are established to identify the cause(s) of absenteeism or tardiness, to reduce absenteeism or tardiness and to

circumvent the need for action in the courts (e.g., PINS petitions):

(1) Teachers and other appropriate staff members (e.g., school nurse, social worker, guidance counselor, attendance officer) shall be responsible for preliminary contact with parents/guardians and students to discuss absenteeism/tardiness and devise a plan of improvement. (2) Should #1 not result in attendance/tardiness improvement, the building principal and/or designee, based on referrals of teachers and the established attendance records, shall identify intervention strategies. These interventions may include, but are not limited to communication with parents/guardians, counseling and other support services, mentoring, progressive disciplinary action, and related community services.

Students who are absent/tardy for any reason have 3-5 days after returning to class to make up that work that was missed. Students who are aware ahead of an absence (such as educational trips, sports, etc.) are expected to make arrangements prior to their departure to obtain appropriate class work.

Parent/Guardian Permission Opt-Out

The Baldwinsville Central School District often features images of students, usually identified by name, school and grade, in district publications (including, but not limited to the calendar, website, district newsletters, posters, and on the district's Facebook, Twitter, and Instagram pages). We also share images of students with the local media (including, but not limited to newspapers and television stations and their websites and social media sites).

If you **DO NOT WANT** your child's image to be taken and used by the district or local media during the current school year, please fill out this opt-out form and return to Public Information Specialist Sarah Buckshot, Baldwinsville Central School District Office, 29 East Oneida Street, Baldwinsville, NY 13027. Please be sure to include each child's name and the school that he/she attends. **THIS REQUEST MUST BE MADE EVERY YEAR.** Please note that school yearbooks are internal publications and are not subject to these restrictions. If you do not want your child's name/image in the school yearbook, please contact your principal.

If you **DO NOT RETURN** this form, the district will assume that **YOU GIVE PERMISSION** for your child(ren) to be photographed as well as identified by name, school and grade in district publications for the current school year, as well as shared with the media.

If you have questions, please contact Sarah Buckshot at 315-638-6180 or sbuckshot@bville.org

Parent/Guardian Permission Opt-Out Form

I, _____, parent/guardian of
_____, student at
_____ School,

DO NOT give permission to the Baldwinsville Central School District to release or publish my child's image, directory information, or student work in any collection during the 2023-2024 school year.

DO NOT give permission to the Baldwinsville Central School District to release my child's name, address, and telephone number to the United States Armed Forces. (10th-12th Grade Students Only)

I, _____, parent/guardian of
_____, student at
_____ School,

DO NOT give permission to the Baldwinsville Central School District to release or publish my child's image, directory information, or student work in any collection during the 2023-2024 school year.

DO NOT give permission to the Baldwinsville Central School District to release my child's name, address, and telephone number to the United States Armed Forces. (10th-12th Grade Students Only)

I, _____, parent/guardian of
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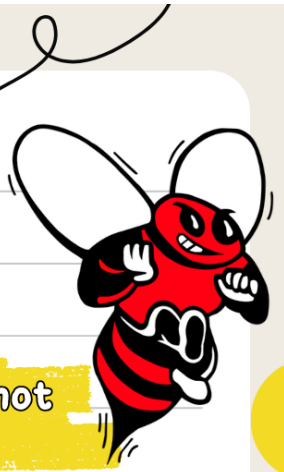
Parent/Guardian Signature: _____ Date: _____

Return by October 1, 2023 to:
Public Information Specialist Sarah Buckshot
Baldwinsville Central School District
29 East Oneida Street
Baldwinsville, NY 13027





ATTENDANCE MATTERS



Missing a day of school here and there may not seem like much, but absences add up!

When a student misses **2** days each month...

When a student misses **4** days each month...

They will miss **20 DAYS** each year.

They will miss **40 DAYS** each year.

They will miss **20 HOURS** of math over the school year.

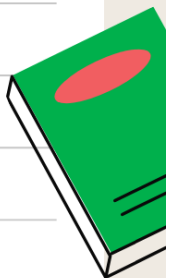
They will miss **40 HOURS** of math over the school year.

They will miss **40 hours** of reading & writing over the school year

They will miss **80 hours** of reading & writing over the school year

They will miss over **1 year** of school by the time they graduate.

They will miss over **2 years** of school by the time they graduate.



**BALDWINSVILLE CENTRAL SCHOOL DISTRICT
ANNUAL SCHOOL CALENDAR
2023-2024**

JULY 2023

M	T	W	T	F
3	4H	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

AUGUST 2023

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30C	31	

SEPTEMBER 2023

M	T	W	T	F
				1
4H	5C	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

OCTOBER 2023

2	3	4	5	6
9H	10	11	12	13P
16	17	18	19P	20
23	24	25P	26	27
30	31P			

NOVEMBER 2023

		1	2	3
6	7C	8	9 MP	10H
13	14	15	16	17
20	21	22	23H	24H
27	28	29	30	

DECEMBER 2023

				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25H	26	27	28	29

JANUARY 2024

M	T	W	T	F
1H	2	3	4	5
8	9	10	11	12
15H	16	17	18	19
22	23R	24R	25R	26RMP
29	30	31		

FEBRUARY 2024

			1	2
5	6	7	8	9
12	13	14	15	16
19H	20	21	22	23
26	27	28	29	

MARCH 2024

				1
4	5	6	7	8P
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29H

APRIL 2024

1	2	3	4	5
8	9 MP	10C	11	12
15	16	17	18	19
22	23	24	25	26
29	30A			

MAY 2024

			1A	2A	3A
6A	7A	8A	9A	10A	
13A	14A	15A	16A	17A	
20	21	22	23	24F	
27H	28	29	30	31	

JUNE 2024

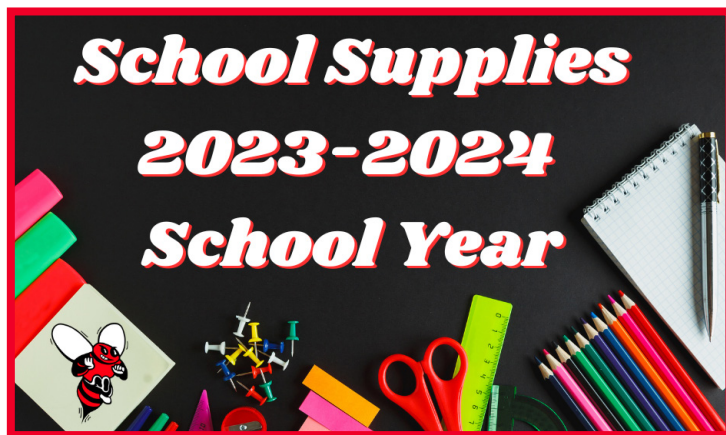
					1
3	4R	5	6	7	
10	11	12	13	14R	
17R*	18R	19H	20R	21R	
24R	25R	26R*MP	27	28	

- KEY:
- No School - Students & 10 Month Staff
 - D Professional Development Day - 1/2 day for students
 - H Designated Employee Holidays - All Buildings Closed
 - C Superintendent's Conference Day
 - MP Grades K-12 Marking Period Ends
 - P 1/2 Day for K-5 Students; Parent-Teacher Conferences
 - F Flex Day: School will be in session only if necessary to meet minimum student attendance requirements for state aid. (Instructional Staff Only)
- State Testing Days**
- A Grades 3-8 Assessments (ELA/Math/Science)
 - R Regents
 - R* Regents Rating Day

School News For
POSTAL PATRON
(dated material)

SCHOOL STARTS ON WEDNESDAY, SEPTEMBER 6, 2023

The 2023-2024 bus information, class lists, schedules, and teacher assignments for students will be available in the Parent Portal on Friday, August 25, 2023.



School supply lists are available on the Baldwinsville Central School District website at www.bville.org. Supply lists are available for each grade level and are the same district-wide. Lists are located on individual school webpages.



The Hive
Baldwinsville Central
School District
29 E. Oneida St.
Baldwinsville, NY 13027
(315) 638-6043

Dr. Joseph M. DeBarbieri
Superintendent of Schools
Ms. Renee M. Burnett
Assistant Superintendent for Curriculum, Instruction & Assessment
Mr. David Kilcourse
Assistant Superintendent for Human Resources
Ms. Karrie L. LaMacchia
Assistant Superintendent for Student Services
Ms. Kimberly A. Vile
Assistant Superintendent for Management Services
Mrs. Tiffany E. Turner
Business Official

School Board Members

Victor Jenkins
President
Andrew Henty
Vice President
Wayne Davison Jr.
Luke Gasowski
Anthony L. Germano
Shelly (Michele) Bligh Goeckel
Donald R. Miller
Tanya Rosado-Barringer
Sam (Sherry) Schraven
Mya Pangaro
Ex-Officio Student Member

Sarah Buckshot
Hive Editor
sbuckshot@bville.org