



Big Flats News

October 2019

*At Big Flats Elementary,
we will SOAR together
as we explore our "wonders"
in a fun and engaging
community, where we will
inspire each other to achieve
anything!*

Elementary Lunches (K-6)

School Food Services prices for the 2019-2020 school year will be:

Breakfast: \$1.25

Lunch: \$2.10

School Hours

Hours for the Elementary Schools are:
8:15 a.m. to 2:25 p.m.

Office Hours

Our school office hours during regular school days are:

Monday through Friday

7:30 a.m. to 3:30 p.m.

Office Phone Numbers

(607) 739-6373

(607) 795-2550

Fax: (607) 795-2555



Dear Parents and Guardians,

The month of October not only brings cooler temperatures and beautiful landscapes, it also brings our staff and students, consistent routines and safety procedures. As I have shared in our Student/Parent Handbook, each year we are required by New York State to complete 8 fire drills throughout the school year, as well as quarterly lock-down drills. This year, we are also completing our Off-Site Evacuation Drill, which will be to the Intermediate School Field House. We practice the In-District Off-Site Evacuation Drill with our K-4 students once every three years; however, Pre-K-4 students go over to The Bridge Wesleyan Church each year as an immediate Off-Site Drill. Once again, we ask all parents and guardians to avoid scheduling any appointments for their child(ren) between 9:15 and 10:45am on Friday, October 4th, 2019 to allow our K-4 students to participate and practice this very important drill. We appreciate your support and understanding!

Also, this month, we will be completing our first lock-down drill, as well as our Emergency Go Home Early Dismissal Drill. Each year, we ask parents to complete the Emergency Go Home form in case we have an emergency and need to send all K-4 students home by bus. These situations do arise occasionally and that is why we need to know where your child(ren) are to go in case of a situation that would prevent parents from picking up their child at school. All students K-4 will participate in this drill on October 10th, 2019. *Please note that even though it is called the Early Dismissal Drill, our buses will NOT leave prior to 2:30pm.*

Lastly, every month of October, we all support Unity Day. Unity Day is Wednesday, October 23rd, 2019, and it is a day that we all come together and wear orange to stop bullying! Yesterday, we had Mr. Michael Speirs come to present to our students, faculty, and staff to 'Be an Upstander... Not a Bystander' when it comes to bullying. Mr. Speirs message very much supported my annual message that I present to all students during my Town Hall meetings at the beginning of each school year. Please send your child(ren) to school wearing orange on **October 23rd, 2019 in support of our Unity Day!**

Sincerely,

Elizabeth M. Scaptura

Elizabeth M. Scaptura
Principal, Big Flats Elementary

Horseheads Central School District sets the standard of educational excellence by fostering innovative thinking, curiosity, and a passion for learning to maximize the potential of each individual. We engage with our local and global communities to provide a student-centered, nurturing environment.

Explore

Empower

Excel

FRIENDLY REMINDERS:

- **Changes in Going Home Routine/Bus Notes**

Please remember to write a 'blue note' with your child's change in dismissal plans if he/she will not be following their normal routine. Blue notes should also be written to explain your child's tardiness, absence, or plan to leave early. This is extremely important for the safety of our students.

- **Half Days for Elementary Schools**

There will be no lunch and no Kid's World provided on half days at elementary schools. Dismissal will be at 10:30am for Pre-K and 11:00am for K-4. Please send a blue note on these days with dismissal plans for your student if he/she usually attends Kid's World.

- **Please Always Park in the Parking Lot**

When visiting the school, either with a late student/early pick up, dropping something off, attending a meeting, etc., please always park in the parking lot and not the bus lane. All visitors must report to the office, and the office will further assist you.

Reminder for October 4

On Friday, October 4, it is very important that your child is in school as we will be having our Off-Site Evacuation drill. The drill will take approximately 75 minutes to complete. Please do not schedule any appointments for your children during the morning as your child will not be on campus.

Halloween Parade

This year's parade will be on Thursday, October 31 at 1:30pm. Please note that students are **not** to come to school in costume—this includes make-up and colored hair. All costumes must be non-threatening, and no toy weapons are allowed. Visitors are NOT allowed to wear costumes, and only pre-approved parent-helpers will be allowed into the building to assist students with costumes. The parade will be held outside. In the event of rain, the parade will be canceled and will not be rescheduled. To ensure the safety of our students, we ask that all visitors please remain behind the yellow caution tape while watching the parade.



Parents' Bill of Rights Relating to Student Data

The Horseheads Central School District, in compliance with Education Law 2-d, hereby establishes the following Parents' Bill of Rights in regard to student data:

1. A student's personally identifiable information will not be sold or released for any commercial purpose;
2. Parents have the right to inspect and review the complete contents of their child's educational record. Procedures for reviewing student records can be found in the Board Policy entitled 'Student Records,' Policy 5500, Regulation 5500-R;
3. Security protocols regarding confidentiality of personally identifiable information are currently in place and the safeguards necessary to protect the confidentiality of student data are maintained at industry standards and best practices. The safeguards include but are not limited to: encryptions, firewalls, and password protection.
4. New York State maintains a complete list of all student data collected by the State and the data is available for public review at www.nysed.gov, or by writing to: 89 Washington Avenue, Albany, NY 12234.
5. Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed to the Superintendent of Schools, One Raider Lane, Horseheads, NY 14845.

School and Emergency Closings

School closings/delays due to inclement weather will be announced via various media outlets such as WNKI, WPGI, Magic FM, and WELM radio stations, and WENY, WETM, and Time Warner Cable News on TV. **You may also opt in to our text messaging services through SchoolMessenger by texting Yes to 67587.** In the event of an emergency during the school day, all students will be taken by bus to the address previously identified by parents on the "Emergency Go Home" form that was completed at the beginning of the school year. As a reminder, this location MUST be on one of the Big Flats Elementary bus routes.

Snow Days Impact our Schedule

When a snow day occurs and all schools in the District are closed, it changes our six-day schedule. The next day that school is in session is the cycle day that the snow day would have been.

ATTENTION PARENTS AND GUARDIANS OF 3RD AND 4TH GRADERS

To provide schools and parents with an assessment of student achievement, New York State has developed the New York State Testing Program. These standardized tests challenge all students in grades 3 through 8 to demonstrate their knowledge and skills in English Language Arts, Mathematics, and Science. Please visit the site at <https://www.engageny.org/parent-and-family-resources>. If you are interested in viewing this site but do not have access to the Internet, please call the school office so that we can make arrangements for you to see this guide.

3rd and 4th grade ELA—March 25-26, 2020

3rd and 4th grade Math—April 22-23, 2020

4th grade Science Performance Test—May 19, 2020

4th grade Science Written Test—June 1, 2020

Mark Your Calendars

Oct 1
PTO Meeting; 6pm, BFE Library

Oct 3
PTO Color Fun Run; 5:30pm, BFE

Oct 4
Off-Site Evacuation Drill

Oct 10
Early Dismissal Drill
(Normal dismissal time)

Oct 11
NO SCHOOL—Conference Day

Oct 14
NO SCHOOL—Columbus Day

Oct 17
Picture Day!
BOE Meeting; 6pm, CS Café

Oct 23
Unity Day—Wear **orange!**

Oct 28 & 29
Spelling Bee Spell Downs

Oct 31
Halloween Parade; 1:30pm

Nov 5
PTO Meeting; 6pm, BFE Library

Nov 7
Spirit Day—Patriotic Day!
Report Cards Go Home

Nov 8
NO SCHOOL—P/T Conferences

Nov 11
NO SCHOOL—Veterans' Day

Nov 15
HALF DAY—P/T Conferences

Nov 19
Scripp Spelling Bee; 6:30pm, BF Café

Nov 21
BOE Meeting; 6pm, HS MMC

Nov 25
Picture Make-Up Day

Nov 27-29
NO SCHOOL—Thanksgiving Break

Learn Up-To-Date Information About Our Schools and the District

Facebook: The district and each of our seven schools have pages. "Like" them to see our information in your news feed.

Twitter: Follow us on Twitter at **@HhdsSchools** to read our tweets. Follow Mrs. Scaptura on Twitter at **@escaptura1**

Instagram: The district's page—**hhdsschools**
Visit our district website at:

www.horseheadsdistrict.com.

Questions about our website or social media?

E-mail **hcsdinfo@horseheadsdistrict.com**



SAFE SCHOOLS LINE

795-2044 or
1-800-305-4984

Report a concern, rumor, bullying incident, or any safety issue anonymously and confidentially, 24 hours a day.

Guidelines for Classroom Parties

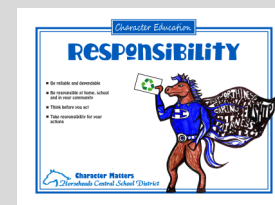
Before bringing treats for birthdays and such, *please* check with your child's teacher for approval and to see if any students in the class have any food allergies, such as peanuts, chocolate, red dye, etc. **No flowers or balloons may be sent or brought to students. Please do not bring frozen items as there is limited freezer space and access.**



October—The month of:

Responsibility

- > Plan ahead
- > Be diligent
- > Persevere
- > Do your best
- > Do what you are supposed to do
- > Think before you act
- > Be accountable for your words, actions, and attitudes
- > Set a good example for others



*Save the Date: Make-A-Difference
Day—October 19, 2019*

Dignity Act Coordinator

The Dignity Act Coordinator (DAC) for Big Flats Elementary is Elizabeth Scaptura. Complaints regarding discrimination, harassment, or bullying of any student should be referred to Mrs. Scaptura at (607)-739-6373. The Dignity Act Coordinator (DAC) for the Horseheads Central School District is Caitlin DeFilippo, director of Human Resources. If there is a complaint regarding discrimination, harassment, or bullying of any student, the complaint should be filed with Caitlin DeFilippo at One Raider Lane, Horseheads, NY 14845; 607-739-5601 x4211, or **cdefilippo@horseheadsdistrict.com**.

Non-Discrimination Notification

The Horseheads Central School District offers educational programs without regard to race, color, national origin, creed, religion, marital status, military status, sex, sexual orientation, age, gender identity, predisposing genetic characteristic, or disability, and provides equal access to applicable groups under the Boy Scouts of America Equal Access Act. Inquiries regarding this policy may be made to Caitlin DeFilippo, Title IX/DASA Coordinator, and Co-Civil Rights Compliance Officer; Anthony Gill, Co-Civil Rights Compliance Officer; or Kelly Squires, Section 504 Coordinator, Horseheads Central School District, One Raider Lane, Horseheads, NY 14845, (607) 739-5601.

This policy of non-discrimination includes access by students to educational programs, counseling services, course offerings, and activities, as well as recruitment and appointment of employees and employment pay, benefits, advancement and/or termination.

Horseheads Central School District Bus Rules



- Sit in your assigned seat
- Use kind words, inside voice, and clean language
- Remain seated until the bus is at a **complete** stop
- If you didn't bring it on the bus, **DON'T** touch it! If you did bring it on the bus, **TAKE** it with you
- Keep your hands & feet to yourself
- **NO** wireless speakers – you **MUST** use your earbuds
- Do not block the aisle
- Use your listening ears when the driver gives instructions
- **NO** pictures or video recording allowed
- You got on a clean bus, leave a clean bus



2019-2020 Swim Lesson Schedule (updated 9/6/19)

Registration for swimming lessons for students in Kindergarten through Sixth grade will be on October 26th 2019. The registration will occur from 9:00am – 12:00pm at Horseheads High School pool. **All lessons have been moved up an hour.**

All students who have enrolled in previous sessions may check on their current level at the deep end of the pool. All new students must report to the shallow end area with a suit and a towel in order to be tested for ability level. All non-swimmers do not have to be tested and should just register for Level I. The registration fee is **\$25 for each session** and checks can be made out to “Horseheads Central School District”. All information will be on our district website <http://horseheadsdistrict.com/pool.cfm> You can also go to our district website Horseheadsdistrict.com and go to the community tab and our schedule is there. Also, cancelations will be posted on our Facebook page *search Horseheads Central School District*. If you can’t make the date(s) for registration you may register the next class. Please do not call to register your son or daughter because we cannot do it that way.

Sincerely,

Jared Zembek
HHSD Pool Director

Dates for Lessons:

Session 1	Session 2	Session 3
Nov. 2	Jan. 18	Mar. 28
Nov. 9	Jan. 25	Apr. 18
Nov. 16	Feb. 1	Apr. 25
Nov. 23	Feb. 15	May 2
Dec. 7	Feb. 22	May 9
Dec. 14	Feb. 29	May 16
Dec. 21	Mar. 7	May 30
Jan. 11	Mar. 14	June 6

Time Slots (Levels I – VI)

9:00-9:35
9:40-10:15
10:20-10:55
11:00-11:35
11:40-12:15
12:20-12:55

*Jan. 11 and March 14 are sign up days but there are lessons that day.



Morning Lap Swim

Morning lap swim is held Monday – Friday, when school is in session from,

5:30am-7:30am. If there is a winter weather watch or warning the previous night lap swim will be cancelled.

Cost: Free

*Note that school starts at 7:50am and swimmers must be out of the building by 7:40am. You will be asked not to come back if this policy is violated. Also, please sign in every day.

(When school is in session)

Friday Open Swim: 7:15pm-9:00pm check website

Saturday Family Swim 1:00-3:00pm (there is a lap lane available)

Students - \$2.00

Adults – \$3.00

<http://horseheadsdistrict.com/pool.cfm>



Digital Citizen News

September 2019



Volume 3 : Issue 1



Welcome back to a new school year!

This is year 3 of our Digital Citizenship Initiative at GST BOCES and the first issue of the third volume of our newsletter.

In this issue we review key some ideas about digital security, rights, and responsibilities while adding some things that you might not know.

We hope you are finding that this material is useful to you in your classrooms and at home in your daily life. Having an understanding of Digital Citizenship is important for students, teachers, and parents.

Please share this newsletter with others, and encourage them to use it in their schools.



If you are new to Digital Citizenship, we suggest starting by downloading our Digital Citizenship Pledge.

This poster states many of the key points of being a Digital Citizen in an easy to remember format.



<http://go.gstric.org/dc-pledge>



Sign Up to receive this newsletter in your email inbox

Scan this QR code with your phone, or go to <http://go.gstboces.org/dcnews-signup> in your browser.

STUDENTS, CIPA, CONTENTKEEPER, AND INTERNET FILTERING



Students need to access online learning apps and educational content from any device, anywhere, at any time. It is important to know that GST BOCES is working to protect students from inappropriate material as well as comply with state and federal regulations regarding student internet use while on our regional network. We utilize a program called **ContentKeeper** to help meet these goals.

CIPA

The **Children's Internet Protection Act (2000)**

<https://www.fcc.gov/consumers/guides/childrens-internet-protection-act>

One of the federal laws we must comply with is the **Children's Internet Protection Act (CIPA)** which was enacted by Congress in 2000 to address concerns about children's access to obscene or harmful content over the Internet. CIPA imposes certain requirements on schools or libraries that receive discounts for Internet access or internal connections through the E-rate program - a program that makes certain communications services and products more affordable for eligible schools and libraries. In early 2001, the FCC issued rules implementing CIPA and provided updates to those rules in 2011.

ContentKeeper uses web filtering based on categories instead of individual websites. SSL (Secure Sockets Layer) is a secure protocol developed for sending information securely over the Internet. ContentKeeper provides intelligent SSL inspection and controls which ensure student safety both on and off campus.

(continued on the next page)

Send comments, suggestions, and questions to dc@gstboces.org
Visit <http://dc.gstboces.org> September 2019 - page 1 of 3



ContentKeeper also provides granular controls and accurate reporting of encrypted traffic across all devices and browsers without degrading network performance.

Districts customize web filtering categories as well as allow or disallow access to specific websites. This customization can distinguish filtering between students or staff members and can allow staff access to sites which are blocked for students. Customized reports are available allowing districts to review internet usage.

There are estimated to be 1,518,207,412 websites in the World as of January 2019. Mill for Business theorizes the number of new websites per day is approximately 547,200. "In the absence of any reliable data on this, the best thing we can do here is to come up with the rough estimation. For the purposes of this section, we have measured the change in the total number of websites worldwide per minute. We found out that every minute the total number of the websites grew approximately by 380. This means that every 24 hours we get 547200 increase in the total number of websites worldwide!" <https://www.millforbusiness.com/how-many-websites-are-there/>

We want to keep students safe online and teach them to be good Digital Citizens as they make their way through the digital world. We aim to balance safety and accessibility while allowing students the freedom to explore and learn on the internet.



CONTENTKEEPER
Proven Internet Security



A Report from Detective D. Thomas

TRACKING BETTER SEARCHES

The internet is the biggest library in the world. You can find almost anything you want and sometimes you can find things that you don't want. When you search on the internet make sure that you are searching appropriate materials.

Are you aware that all that you do on the internet can be tracked when you are at school?

Technology employees pull daily reports from ContentKeeper on students and staff using target words and review them. Please do not use profanity or inappropriate subjects like sex, harmful topics or items and subjects that have a violent connotation or your account will be flagged by the ContentKeeper software.

If you search a subject we deem inappropriate, you will get a call to the main office to explain your behavior on the web and you could lose your internet privileges for a time.

We are watching over your shoulder! If you come across offensive material by accident please notify your teacher so they can report it as an accidental incident. Keep your searches appropriate and focused on learning resources that help you with your educational class work.

Detective Thomas



What will you search for next?

Celebrate! October 14th-18th, 2019 is Digital Citizenship Week



Common Sense Media has lots of information about how your school or district can participate in this year's celebration of Digital Citizenship Week.

Visit their Digital Citizenship Week page - <http://go.gstric.org/301-week>

Common Sense has also added new lesson for digital citizenship at <http://go.gstric.org/301-lessons>.

There is also a special page for parents who would like to help get something started for Digital Citizenship week at <http://go.gstric.org/301-parents>.



What is an AUP (Acceptable Use Policy)?

Definition: An acceptable use policy (AUP) is a document that outlines a set of rules to be followed by users or customers of a set of computing resources, which could be a computer network, website or large computer system. An AUP clearly states what the user is and is not allowed to do with these resources.

Source: **Technopedia** (<http://go.gstric.org/301-aup>)

The Acceptable Use Policy (AUP) for Internet use is one of the most important documents a school will produce. Creating a workable AUP requires thoughtful research and planning.

Source: **EducationWorld** (<http://go.gstric.org/301-aup2>)

Why do I need to know this information?

Chances are very good that your school or district already has a well-defined AUP (acceptable use policy). Many districts developed them as part of their long term technology plans as they were getting ready for CIPA compliance and E-rate funding.

However, some districts are re-examining their AUPs in light of new devices that they are acquiring and the implementation of one-to-one computing projects in their districts. Lots of students are now taking school-owned or district-owned devices home with them each night. It is more important than ever that students and parents know what is required in their district's acceptable use policy.

Many AUPs define disciplinary consequences for students and may impose repair or replacement costs for parents if technology is misused. The AUP is agreement between the school and the student/parent. You should be aware of what you are agreeing to before using the devices.

Question: Have you read your district's policies regarding the proper use of technology?

What Students Need to Know about Acceptable Use Policies

You are making an agreement every time you login to a school computer or device. Sometimes the AUP is mentioned directly on the sign in screen or on the banner for the computer.

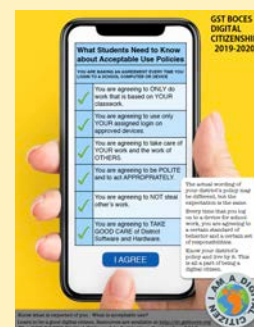
- ✓ You are agreeing to **ONLY** do work that is based on **YOUR** classwork.
- ✓ You are agreeing to use only **YOUR** assigned login on approved devices.
- ✓ You are agreeing to take care of **YOUR** work and the work of **OTHERS**.
- ✓ You are agreeing to be **POLITE** and to act **APPROPRIATELY**.
- ✓ You are agreeing to **NOT** steal other's work.
- ✓ You are agreeing to **TAKE GOOD CARE** of District Software and Hardware.

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This month our poster is all about this topic.

The poster is attached to this PDF newsletter. Print it on a color printer and hang it up in your classroom or in the hall at school.

Print a copy and share it with someone else.



A NEW PERSPECTIVE - MOVING TOWARD RESPONSIBLE USE

As more school districts and school personnel become aware of the positive effects of Digital Citizenship we are starting to see districts that are moving to rename their acceptable use policies as **responsible use** policies. A “responsible use” approach presents the student use policy in the form of what students should do rather than what they should not do. High-quality Responsible Use Policies focus on a variety of areas, such as Internet and software access, email and user account information, filtering and monitoring, privacy expectations, safety, and other topics in a positive way.

Source: <http://go.gstric.org/301-rup>



GST BOCES DIGITAL CITIZENSHIP 2019-2020

What Students Need to Know about Acceptable Use Policies

YOU ARE MAKING AN AGREEMENT EVERY TIME YOU
LOGIN TO A SCHOOL COMPUTER OR DEVICE

✓	You are agreeing to ONLY do work that is based on YOUR classwork.
✓	You are agreeing to use only YOUR assigned login on approved devices.
✓	You are agreeing to take care of YOUR work and the work of OTHERS .
✓	You are agreeing to be POLITE and to act APPROPRIATELY .
✓	You are agreeing to NOT steal other's work.
✓	You are agreeing to TAKE GOOD CARE of District Software and Hardware.

I AGREE

The actual wording of your district's policy may be different, but the expectation is the same.

Every time that you log on to a device for school work, you are agreeing to a certain standard of behavior and a certain set of responsibilities.

Know your district's policy and live by it. This is all a part of being a digital citizen.



Know what is expected of you - What is acceptable use?

Learn to be a good digital citizen. Resources are available at <http://dc.gstboces.org>

The GST BOCES Digital Citizenship Initiative September 2019