



Dear Gardner Road Families –

Thank you to everyone in our community for making the first month of the school year such a positive one for our Golden Stars. Our teachers created a welcoming and engaging learning environment, our PTO decorated the school and our families helped their children be prepared for new routines. Our kids rise to our expectations and they will be comfortable and confident if the adults around them are too. I know there were many challenges we navigated and we overcame all of these to make the start of the year a great one for our students – thank you. I am so proud to be the principal of our community school in partnership with all of you.

The coming month has many events. Our PTO will host their first meeting of the year via zoom on October 20<sup>th</sup> at 6:00 PM. Be on the lookout for more information from our PTO. Check out page 2 for details on some of our live virtual events in October. November will be parent/teacher conferences and you will be notified by your classroom teacher in the coming weeks for your meeting time. Picture make-up days are scheduled for November 20 (cohort B) and November 23 (cohort A). Remote students will be able to attend either session between 10:00 -11:00 each day.

Just a friendly reminder that students are expected to attend all learning experiences scheduled by their teacher to maximize learning. New learning experiences will be taped and will need to be watched by 11:59 pm each day. Attendance is taken and recorded 5 days a week. Completion of work will impact report card scores. Assigned work should be returned to school as requested by the teacher. When connecting with your teacher virtually, a quiet work space and area is encouraged to help your child focus and connect with their teacher. Students should be the participants in all meetings. Parents should connect with their child's teacher outside of the live learning sessions.

Keep up to date with news and updates about our school by following our [website](#), [itslearning](#), [Facebook](#) and [Twitter](#) pages. Please contact me if you need anything, have any questions or would just like to chat about our school or your child.

Your Partner in Education

Principal [ppatterson@horseheadsdistrict.com](mailto:ppatterson@horseheadsdistrict.com)



## Inside the Gazette:

### Page 2:

Main Office Updates  
Live Virtual Assemblies

### Page 3:

September Snapshots  
Tips for Parents – Remote Learning

### Page 4:

Character Corner, Conflict vs,  
Bullying, & School Mission & Vision  
ItsLearning Technology Support

### Included in the Online Newsletter:

Lunch Menu  
GR October Calendar  
Managing Virtual Learning Stress  
Digital Citizenship Newsletter



## GENERAL INFORMATION:

### Gardner Road School Hours

8:00 a.m. to 2:25 p.m.

Tardy Bell – 8:15 AM

### Gardner Road Office Hours

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

### Elementary Lunches (K-6)

<https://horseheadscafeteria.gstboces.org/>

## Moishe's Quote of the Month:

**“Be somebody who makes everybody feel like a somebody”**

Kid President

# Gardner Road Main Office Updates:



## Substitute Teacher Expectations:

Throughout the school year, teachers must be out of their classroom to administer assessments, attend professional learning or for other reasons. Our teachers do a great job preparing students for the change in routines and expectations for these days. It would be appreciated that you also remind your child of positive behavior expectations with the substitute on these days so they maximize their learning. Thank you!

## Fire Drills and Lockdowns:

Students and staff have been practicing our fire drills throughout the month of September and will continue through the fall. One question we are having students think about during our fire drills is, "what is another way out?" On October 7<sup>th</sup>, our virtual town hall will focus on **Exit Plans In the Home (EDITH)**. Check out the EDITH plan on the 'itslearning' Virtual Wednesday lesson so you can make an exit plan for your family. We will also be practicing our lockdown procedure and other drills to assure all students know how to stay safe!

## Jared Campbell Concert

Wednesday, October 21<sup>st</sup> 1:00 PM  
Zoom link will be posted on ItsLearning



Jared Campbell has visited our school the last few years. He encourages us to be our best selves while being kind, brave and unique through his music. Our students love learning the songs and I look forward to all of our students joining us for his virtual concert at our virtual Wednesday Assembly on October 21<sup>st</sup>. Check out Mr. Patterson's course card on the itslearning page for the Zoom link to our live concert. Want to learn more about Jared Campbell, check out his website at: <http://jaredcampbell.com/elementary-school/>



## Dance Party 2020

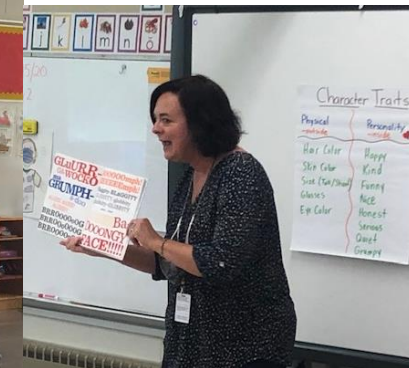
Wednesday, October 28<sup>th</sup> 1:00 PM  
Zoom link will be posted on ItsLearning

This year our school will celebrate Halloween with a Dance Party at our Virtual Wednesday Assembly on October 28<sup>th</sup>. Check out Mr. Patterson's course card on the itslearning page for the Zoom link to our dance party live. Students will be able to dance to their favorite creepy crawly songs being led by our special area teachers. Students are encouraged to wear costumes to dance with all of our Golden Stars. Please make sure that your child's costume is appropriate for our very young students to see and that it does not have any type of toy weapons, blood, etc. as a prop. Due to our school schedule this year, there will not be any parties in the classrooms as this is the event to celebrate the holiday. Thank you in advance for your cooperation in a wonderful event for our students.





# September Snapshots



Check out more photos and events on our [Facebook Page!](#)

**DO WHAT YOU CAN. PERIOD.**  
DOING THIS MAY BE YOUR BEST. THAT'S OK.

**SEVEN parent tips FOR SUPPORTING REMOTE LEARNING**  
— by LARRY FERLAZZO —

1. **Model How to Face Adversity**  
COURAGE SELF-CARE  
COMPASSION  
THIS FIRST! THEN...
2. **ENCOURAGE a SCHEDULE WITH SET TIMES EACH DAY**  
★ ROUTINE IS KEY ★
3. **TRY to DETERMINE SET PLACE in the HOME for WORK**
4. **ask KIDS SPECIFICALLY ABOUT WHAT THEY LEARNED**  
3 MOST IMPORTANT THINGS?  
1. THING YOU LEARNED IN...?  
SHOW ME
5. **Great TIPS even when not in a CRISIS**  
5. **read WITH YOUR CHILDREN in any language**  
ONLINE or PRINT
6. **TELL FAMILY STORIES**  
↑ IDENTITY  
↑ SELF-ESTEEM  
DOCUMENT THEM
7. **WRITE ABOUT WHAT YOU'RE GOING THROUGH.**  
see THINK FEEL WISH MISS  
any language

EXTREME STRESSES & EXTREME RESPONSIBILITIES  
We see you

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COURAGE SELF-CARE  
COMPASSION  
THIS FIRST! THEN...

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**BE A GOLDEN STAR AT GARDNER ROAD!**

**STAY SAFE**  
**TAKE RESPONSIBILITY**  
**ALWAYS DO YOUR BEST**  
**RESPECT OTHERS**

**The ZONES of Regulation**

Blue Zone	Green Zone	Yellow Zone	Red Zone
Sad Sick Tired Bored Moving Slowly	Happy Calm Feeling Okay Focused Ready to Learn	Frustrated Worried Silly/Wiggly Excited Losing Control	Mad/Angry Terrified Yelling/Hitting Elated Out of Control

**“We Succeed Because The Stars Lead!”**




## October's Character Trait is

Character Education

# Responsibility

- Be reliable and dependable
- Do your part at home, school and in your community
- Think before you act
- Take ownership of your actions

Character Matters  
Horseheads Central School District



## Horseheads Central School District's Mission & Vision:

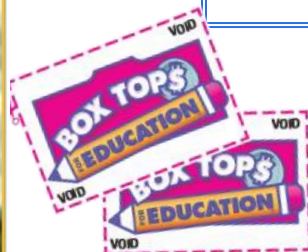


Horseheads Central School District sets the standard of educational excellence by fostering innovative thinking, curiosity, and a passion for learning to maximize the potential of each individual. We engage with our local and global communities to provide a student-centered, nurturing environment.

**EXPLORE**

**EMPOWER**

**EXCEL**



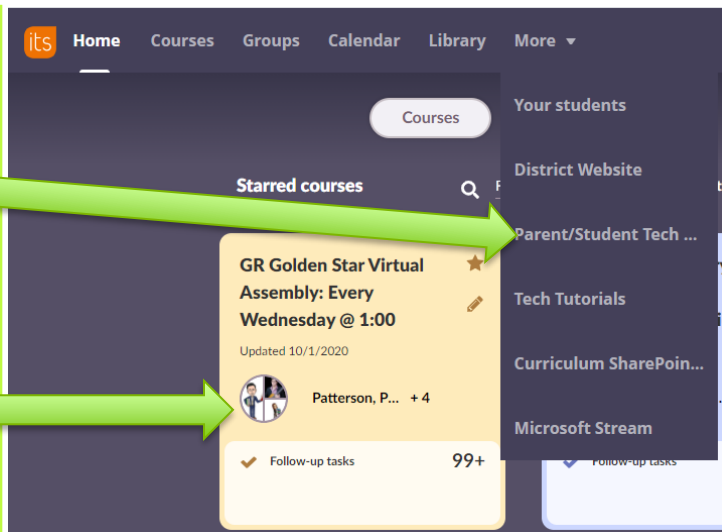
**To report child abuse or neglect  
call toll free  
1-800-342-3720 or  
[ocfs.ny.gov/main/cps](http://ocfs.ny.gov/main/cps)**



## Need Help with itslearning?

If you need help with itslearning, click on the more tab and you can access the Parent/student technology support request form and tech tutorials to help learn how to navigate itslearning.

When you are on itslearning, you will be able to see all of your course cards. Here you see the GR Golden Star Virtual Assembly Card. Click this card to access our Virtual Wednesday events and to keep up to date with school news and events.



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.

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](mailto:cdefilippo@horseheadsdistrict.com). The Dignity Act Coordinator (DAC) for Gardner Road Elementary is Patrick Patterson. Complaints regarding discrimination, harassment, or bullying of any student should be referred to Patrick Patterson at (607) 739 – 6347.

## Report to PARENTS

# Managing Virtual Learning Stress

*As schools across the country are conducting schoolwork remotely, many children are forced to deal with what some call "Zoom fatigue." Whatever the virtual platform they use, maintaining focus, eliminating distractions, and coping with self-consciousness presents new challenges and takes its toll on students. Fortunately, there are ways you can help your child proactively be more engaged and manage this fatigue.*

### Space Out Social Zooms

Planning for additional social times for your child is important during this time. If you're planning a Zoom or video chat "hangout" for your child, make sure to not plan them back to back with a class.

### Increase Socialization Time

If you don't feel comfortable allowing your child to see other kids in person right now, it's a great opportunity to do more intentional face-to-face socializing with family members. Have dinners, play outdoors together, go on walks, play board games, or just talk on the patio.

### Take Outdoor Breaks

Getting your children outside relaxes their eyes and minds. You can tell them to take a walk around the block, ride their bikes for five minutes, or just stare off into space. Even if it's just to read, being outside can get them out of the sometimes unnatural feeling of Zoom.

### Consider "Cameras Off" Breaks

Reach out to see if your teacher is OK with students to turn off their cameras during class, as this could help mitigate self-consciousness or anxiety your child might feel. Let your student choose a five-minute window when they might turn their camera off.

### Share Feedback With Your School

Tell your school what works and what doesn't. Be open and transparent in a way that builds a respectful partnership.

### Have Kids Make Their Lunch

If your child is in back-to-back classes, sometimes they need to engage a different part of their brain. Making a meal is a tactile activity that can help them

feel more connected to concrete objects and things. It also can give a sense of control as they choose what to eat.

### Avoid Excessive Multitasking

Make sure students' physical space is not cluttered. Ensure they have the Zoom view on full screen to avoid pulling up other websites or online activities.

### Build in "Brain Breaks"

Build in brain breaks during the day for your child and make sure they step away from the screen. A good rule of thumb is to look away from the screen for 20 seconds every 20 minutes. Brain breaks are crucial for students' focus and mental energy.

### One-on-One Phone Calls

When possible, if your child feels overwhelmed with Zoom fatigue, try to work with the teacher to schedule one-on-one tutoring or office hours via phone instead of video.

### Teach Your Child Mindfulness Activities

Working on social-emotional skills and mindfulness can limit the amount of multi-tasking your child does, increase social-emotional health, and increase their ability to focus and be present.

*Content courtesy of Possip, Inc.*

### Web Resources:

- **Possip**, a parent-school engagement platform: [possip.com](https://possip.com)
- A **Mindfulness Activity** from Move this World: [bit.ly/32yJj6c](https://bit.ly/32yJj6c)



# ***Safety Protocols***

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Our top priorities are the health, safety, wellbeing, and education of all our students. While we must follow the requirements of health and education agencies, we also have instituted our own protocols to guard the health and safety of our students and staff.

## ***Monitor your child's health***

On the days students attend school, parents/guardians are required to check the student's temperature and monitor for symptoms of COVID-19. Please be mindful of your child's overall health when screening your child in the morning. If your child has a temperature of 100 degrees or higher and/or exhibits other symptoms (including but not limited to cough, shortness of breath/difficulty breathing, fatigue, muscle aches, loss of taste/smell, etc.), please keep your child home. If our screening determines your child has a temperature of 100 degrees or higher and/or symptoms of COVID-19, you will be notified and required to immediately pick up your child.

Please remember to complete the Stay Well survey using the link sent to you each morning on the days your child attends school. The Stay Well survey links are sent to both parents/guardians as listed in our database. If you are not getting these emails or you have questions, please contact your child's school.

## ***Masks***

All staff and students are required to wear masks while in school, on the playground, and on buses. Students will be allowed mask breaks when eating and when at least six feet of social distancing is consistently maintained. It is very important that masks are worn correctly; this means covering the nose and below the chin. [Click here for the district mask procedure.](#)

## ***Hand Washing***

One of the most effective ways to stop the spread of viruses is washing hands properly and often. Click here for a video on [How to Wash Your Hands](#).

## ***Returning to school in COVID-19 health-related situations***

***Please note: The district must follow requirements of both the Chemung County Health Department and the New York State Education Department in regard to safety protocols. The district also has its own additional safety protocols to guard the health and safety of students and staff.***

**If a student has symptoms of COVID 19, the following are required to return to school:**

1. Documentation of evaluation by a healthcare provider clearing the student to return to school, **and**
2. Documentation of a timely negative COVID-19 test result, **and**
3. Symptom resolution for 72 hours with no medication

*continued*

**If a student tests positive for COVID-19, here are the requirements to return to school:**

1. Release from quarantine by the Health Department:
  - If symptomatic, the student must complete at least 11 days of isolation from the onset of symptoms
  - If asymptomatic (no symptoms), the student must complete ten days of quarantine after the positive test

**If a student is in direct contact with a person who tests positive for COVID-19, the following are required to return to school:**

1. Release from quarantine by the Health Department (generally 14 days, but if the direct contact lives with the COVID-19 positive person, then the quarantine period starts only after the positive person is cleared by the Health Department.)
2. Proof of a negative COVID test (highly preferred that this test is taken on day 10 or after of the quarantine period)

**If a student is a secondary contact (contact of a direct contact) who lives in the same household of a direct contact, here are the requirements to return to school:**

1. 14-day quarantine period
2. Person must remain symptom-free and healthy during quarantine period

### ***Testing locations***

Below is a list of testing locations within Chemung County as listed with the NYS COVID-19 Resource Center:

Arnot Ogden Medical Center – Horseheads  
***Appointment and Physician order required***  
100 John Roemmelt Drive, Suite 301  
Horseheads, NY 14845  
(607) 737-4100

Elmira VA Clinic  
***Appointment and Physician order required***  
1316 College Avenue  
Elmira, NY 14901  
(607) 664-4640

Arnot Ogden Medical Center - Big Flats  
***Appointment and Physician order required***  
31 Arnot Road  
Big Flats, NY 14845  
(607) 795-5100

Wellnow Urgent Care - Big Flats  
***Walk-in***  
830 County Road 64  
Big Flats, NY 14903  
(607) 846-2030

Arnot Ogden Medical Center - Hospital and Drive-through  
***Appointment and Physician order required***  
600 Roe Avenue  
Elmira, NY 14905  
(800) 952-2662

Smith Allergy & Asthma Associates  
***Appointment required***  
2977 Westinghouse Road  
Horseheads, NY 14845  
(607) 684-6115

### ***Visitors to Schools***

Click this link for our [District Protocol on Visitors to Schools](#).

***Questions? Contact your school's Main Office, Nurse's Office, or [hcsdinfo@horseheadsdistrict.com](mailto:hcsdinfo@horseheadsdistrict.com).***

September 2020



# **Social/Emotional Support**

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There are many resources in our community to assist students and families with social and emotional support, including the people in our schools. If your child is in need of support, please contact us:

## ***Big Flats Elementary School***

Principal	Elizabeth Scaptura
School Psychologist	Erin Green
Social Worker	Alexis Traynham
Social Work Assistant	Bethany Tremblay

**739-6373**

[escaptura@horseheadsdistrict.com](mailto:escaptura@horseheadsdistrict.com)  
[egreen@horseheadsdistrict.com](mailto:egreen@horseheadsdistrict.com)  
[atraynham@horseheadsdistrict.com](mailto:atraynham@horseheadsdistrict.com)  
[btremblay@horseheadsdistrict.com](mailto:btremblay@horseheadsdistrict.com)

## ***Center Street Elementary School***

Principal	Patricia Sotero
School Psychologist	Sara Michelucci
Social Worker	Kelly Bennett
Social Work Assistant	Sue Scibek

**795-2580**

[psotero@horseheadsdistrict.com](mailto:psotero@horseheadsdistrict.com)  
[smichelucci@horseheadsdistrict.com](mailto:smichelucci@horseheadsdistrict.com)  
[kbennett@horseheadsdistrict.com](mailto:kbennett@horseheadsdistrict.com)  
[sscibek@horseheadsdistrict.com](mailto:sscibek@horseheadsdistrict.com)

## ***Gardner Road Elementary School***

Principal	Patrick Patterson
School Psychologist	Kylie Shope
Social Worker	Rachael Rich
Social Work Assistant	Samantha Clark

**739-6347**

[ppatterson@horseheadsdistrict.com](mailto:ppatterson@horseheadsdistrict.com)  
[kshope@horseheadsdistrict.com](mailto:kshope@horseheadsdistrict.com)  
[rrich@horseheadsdistrict.com](mailto:rrich@horseheadsdistrict.com)  
[samclark@horseheadsdistrict.com](mailto:samclark@horseheadsdistrict.com)

## ***Ridge Road Elementary School***

Principal	Anne-Marie Bailey
School Psychologist	Jennifer Guzylak
Social Worker	Ashlee Harvey
Social Work Assistant	Lisa Earley

**739-6351**

[ambailey@horseheadsdistrict.com](mailto:ambailey@horseheadsdistrict.com)  
[jguzylak@horseheadsdistrict.com](mailto:jguzylak@horseheadsdistrict.com)  
[aharvey@horseheadsdistrict.com](mailto:aharvey@horseheadsdistrict.com)  
[learley@horseheadsdistrict.com](mailto:learley@horseheadsdistrict.com)

## ***Horseheads Intermediate School***

Principal	Michael Bostwick
Assistant Principal	Robin Doubrava
School Psychologist	Amy Trimmer
Social Worker	Amber Summers
Social Work Assistant	Jessica Emanuel

**739-6366**

[mbostwick@horseheadsdistrict.com](mailto:mbostwick@horseheadsdistrict.com)  
[rdoubrav@horseheadsdistrict.com](mailto:rdoubrav@horseheadsdistrict.com)  
[atrimber@horseheadsdistrict.com](mailto:atrimber@horseheadsdistrict.com)  
[asummers@horseheadsdistrict.com](mailto:asummers@horseheadsdistrict.com)  
[jemanuel@horseheadsdistrict.com](mailto:jemanuel@horseheadsdistrict.com)

*continued*





# Digital Citizen News

## October 2020

It's Great  
Pumpkin  
Weather!

Volume 4 : Issue 2 - October 2020

This month we focus on **DIGITAL SAFETY**



## STAY HEALTHY & STAY SAFE

Before we can responsibly talk about your digital safety we need to consider your physical safety. It is important in this time of a global pandemic to make smart decisions about your health.

All of our best information about maintaining good health suggests that you should practice social distancing, wear a mask when you can't social distance, avoid large group gatherings, wash your hands frequently and use hand sanitizer if needed.

These practices will help you stay healthier and safer, and also will help you to protect those people that you come into contact with.

**DIGITAL CITIZENS MAKE GOOD CHOICES**



## Password Management Keeps Your Info Safe

We use online accounts to do everything from sharing pictures, to getting news, to online shopping and paying bills. Your passwords for these accounts protect your information from being seen by others. Use good password management techniques.

This article has **9 Rules for Strong Passwords**.

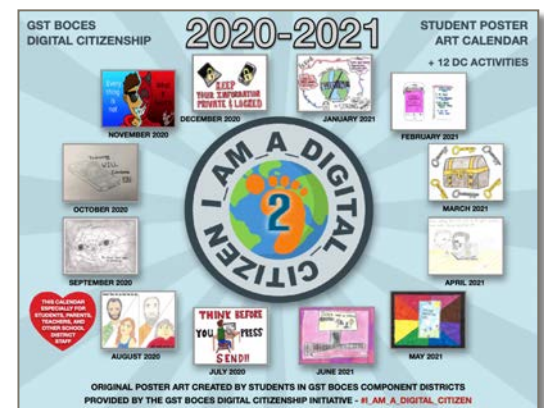
Click this link - <http://go.gstric.org/strong-passwords>



Sign Up to receive this newsletter automatically in your email inbox

We send our newsletter via email to our list of very special users each month.

It's easy! Scan this QR code with your phone, or go to <http://go.gstric.org/dcnews-signup> in your browser.



## Attention! A Message to All You Creative Types Out There!

For a third straight year we are running our **Digital Citizenship Calendar Art Contest**.

We are creating a calendar for the 2021-22 School year and we would like to feature your art work in it.

Full Contest Details and an entry form are attached at the end of this newsletter and online at:  
<http://go.gstric.org/art-contest>



## Dear Techie Tom

Dear Techie Tom,

*I have a Chromebook for remote learning, but my classes are asking me to use Microsoft Teams. I heard you can't use any Microsoft Products on a chrome book. Does Microsoft Teams work on Chromebooks?*

- Patti M.

Dear Patti M.,

Yes! If you have a GST BOCES Office 365 account, you can certainly use Microsoft Teams on a Chromebook! Just navigate to <https://teams.microsoft.com> and enter in your GST BOCES username and password to access the web version of Teams.

In fact, you can access the web-version of all Microsoft Office 365 products by going to <https://office.com> and entering in your GST BOCES email address and password.

Tom



Last Spring, teachers all over the state and the country had to learn the ABC's of video-conferencing very quickly. Working and teaching from home threw them into all kinds of new and different situations, often using software they had never used before. Zoom, Microsoft Teams, Google Groups and Hangouts, and Webex just to mention a few. We put together some tips to help teachers lead **safe and successful** video conferences with their colleagues and students.

### Here are some "Dos"

- DO** ... Use a virtual waiting room
- DO** ... Only admit people you know
- DO** ... Make people identify themselves
- DO** ... Mute participants upon entry
- DO** ... Use a password
- DO** ... Use reactions to give the presenter feedback

### And here are the "Don'ts"

- DON'T** ... Admit people you don't know
- DON'T** ... Publicly post links and passwords for meetings
- DON'T** ... Use your personal meeting id for all meetings

## PII, Phishing and Oversharing

- Become more aware of the types of information you are putting out there, who you are sharing it with, and how to protect yourself.

**PII** is **Personally Identifiable Information**, basically it is any information that can be used to distinguish or trace a person's identity such as full name, mother's maiden name, social security number, date and place of birth, driver's license number, taxpayer identification, medical information, financial information, etc. Protect this information. Don't share it online. Visit the page at <http://go.gstric.org/all-about-pii>

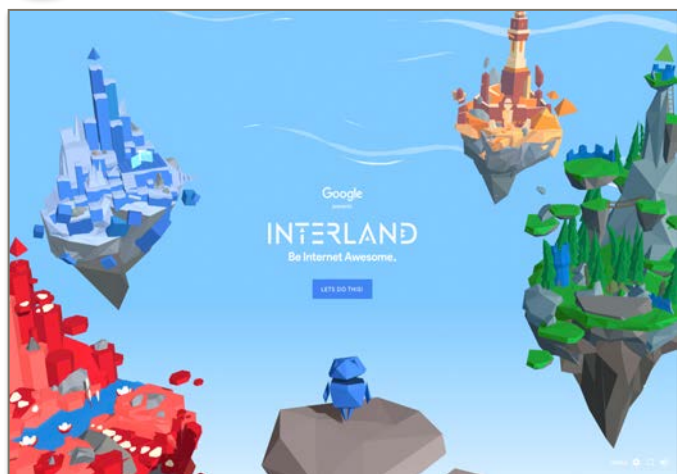
**Phishing** is a group of persuasive techniques that someone uses to try to get you to divulge your personal information. Phishing happens often through email or through phone solicitation. People will use false identities and false claims to trick you into giving them your account information. Don't let them pressure you. Reputable companies will not make these kind of calls or send these types of emails.

**Oversharing** occurs when you aren't careful about sharing certain types of personal or private information on social media sites. You may be comfortable telling friends about your love life but you may not want their friends to know about it. It is nice to share your excitement about an upcoming vacation but you wouldn't want to tell everyone on Facebook the days that your house will be empty while you are away.





## Activity Time - Exploring Safety While Being Awesome



*"To make the most of the Internet, kids need to be prepared to make smart decisions. **Be Internet Awesome** teaches kids the fundamentals of digital citizenship and safety so they can explore the online world with confidence."*

- Google

Google's **Be Internet Awesome Initiative** helps students build the skills necessary to navigate their digital lives. Students of any age can explore the "**Interland**," where they are presented with problems such as identifying false information, appropriate sharing, information security, and kindness on the web. The site is free to use and there is no need for an account to visit.

<http://go.gstric.org/be-internet-awesome>

<http://go.gstric.org/go-to-interland>

Students can jump right in and start learning while they play the **Interland** worlds but the **Be Internet Awesome** site has lots of resources for teachers and parents to augment the game experiences.

Curriculum - <http://go.gstric.org/awesome-curricula>

Slides/Flashcards - <http://go.gstric.org/decks-slides>

If you and your students spend some time exploring Google's Interland, why don't you take a few minutes to write up your experiences and share them with us via email at [dc@gstboces.org](mailto:dc@gstboces.org).



BE INTERNET SMART

### Share with Care

Helping kids understand that what they post can be forwarded, copied, and found is crucial to staying safe online. Teach students how to recognize and steer clear of potentially embarrassing or even dangerous situations that could have lasting consequences.

Communicate Responsibly

-  Be Internet Awesome: Share with Care, Activity 1
-  Be Internet Awesome: Share with Care, Activity 2
-  Be Internet Awesome: Share with Care, Activity 3

This screenshot shows part of the slides/flashcards page.



## In this time of COVID-19 - Keep Your Electronic Devices Clean and Disinfected



**Note:** It is important to keep clean and disinfected devices that are shared like phones, tablets, laptops, and desktop computers especially those with keypads, mice, and other pointing devices that are touched often. Frequent hand washing is also recommended.

**One more note:** For devices that are used in in-person classroom settings, it is important that you use only the products that are approved for use and supplied by the district. Do not bring cleaning products from home! Ask your custodian instead for proper cleaning supplies and use them according to district guidelines.

### General cleaning tips

- Use a lint-free cloth, such as a screen wipe or a cloth made from microfiber.
- Avoid excessive wiping and submerging items to avoid damage.
- Unplug all external power sources and cables.
- Do not use aerosol sprays, bleach or abrasive cleaners.
- Ensure moisture does not get into any openings to avoid damage.
- Never spray cleaner directly on an item.

### Use only Approved COVID-19 disinfectants safe for computers, accessories and electronics

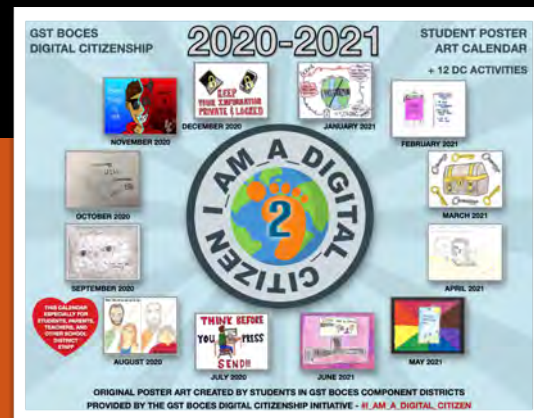
- When using a disinfectant wipe, it is important to follow the contact time found on the label. It may be necessary to use more than one wipe to keep the surface wet for the recommended contact time.
- Do not use bleach to disinfect computers and electronics.

Source: <http://go.gstric.org/cleaning-tips>



# GST BOCES 3rd Annual Digital Citizenship Calendar Art Contest 2020-21

We have published 2 Calendars featuring original art from students in the GST BOCES Region. This year we again would like to invite all students in GST BOCES Component School Districts to participate in our contest for a chance to have their art work published in our annual Digital Citizenship Calendar. This Year's Entries should feature original artwork including a title, statement, or slogan about Distance Learning/Blended Learning.



Here is the cover of our most recent calendar. You can download it at <http://go.gstric.org/dc-cal>.

## Guidelines, Rules, and Requirements

- Since so many schools are functioning in a variety different settings this year, our theme for the contest is **Distance Learning/Blended (or Hybrid) Learning**. The subject of the art submitted should include some form of a title, statement, or slogan about Distance Learning/Blended Learning.

## Submission Requirements

- Only **original hand-drawn** or **electronically created** submissions will be accepted.
- Submissions may be in the format of either a full-page drawing or a 4-panel comic.
- The art should be created in a **landscape (horizontal) orientation** (and easily scalable to 11" x 8.5") as the calendars will be printed and distributed in an 11" x 8.5" landscape format. Entries received in Portrait (vertical) format cannot be accepted.
- Text should be **dark and large enough** to be read easily. Submissions done with pencil may not meet this requirement.
- The art may be wholly created in a software program or it may be created on paper and scanned to a digital file.
- All art files **must be submitted in an electronic format via email** and cannot be larger than 8MB. We will not accept art submitted on paper or other media.
- Artwork may not have identifying information (such as the student's name or age) on the front of the poster. If there is identifying information on the back of the art, it should not bleed through to the front of the poster.

## Additional Requirements

- Artwork may not contain trademarked images or brands such as Disney Characters, or company logos.
- Inappropriate or offensive language and/or images will cause a submission to be disqualified.
- Adults may offer minimum technical support but cannot aid in the creative process.
- All entries must be received at GST BOCES by the end of the day on February 28th, 2021**

When you have completed the form on the next page, attach it and the electronic art file to an email message and send it to: [dc@gstboces.org](mailto:dc@gstboces.org) with **Calendar Art Contest Entry 20-21** in the subject line.

this contest is sponsored by the

**GST BOCES DIGITAL CITIZENSHIP INITIATIVE**

You can visit our website at <http://www.gstric.org/digital-citizenship>

Contest information and entry form at <http://go.gstric.org/art-contest>





# GST BOCES 2020-2021 DIGITAL CITIZENSHIP INITIATIVE

**Note:** This form should be submitted by a Teacher or School Contact Person who verifies that this form is completely and accurately filled out, and that the art file that is submitted is in compliance with the contest guidelines. The entry form and electronic art file **MUST** be emailed to [dc@gstboces.org](mailto:dc@gstboces.org)

## GST BOCES 3rd Annual Calendar Art Contest Entry Form

**Student's FIRST Name:**  
(Please DO NOT include  
student's last name)

**Grade:**

**Title of Poster:**

**School Contact Name:**

**Email:**

**Phone Number:**

**School Name:**

**School Address:**

**School City:**

**State:**

**Zip:**

When the entry form is completed, the form and the electronic art file **must be attached to an email message** and sent to: [dc@gstboces.org](mailto:dc@gstboces.org) with **Calendar Art Contest Entry 20-21** in the subject line.

Entries must be received by BOCES by **the end of the day on Friday, February 28, 2021.**

**Important Notice:** All submitted art file entries become the property of GST BOCES and may be used in the calendar or in future publications. Entries will not be returned.



<http://dc.gstboces.org>





# October 2020



## Horseheads Central School District In School Menu



Monday	Tuesday	Wednesday	Thursday	Friday
 Make Online Payments at <a href="https://payschoolcentral.com/">Payschoolcentral.com!</a>			1 Ultimate Cheese Breadstick w/Marinara Sauce Turkey & Cheese Sandwich Sliced Carrots	2 Meat Taco w/Rice Bean Taco w/Rice Chicken Caesar Salad w/Bread Choice Golden Sweet Corn Refried Beans
5 French Toast Sticks & Sausage Turkey Club Sub Sliced Carrots	6 Meat Nacho Grande w/Rice Bean Nacho Grande w/Rice Chicken BLT Salad w/Bread Choice Golden Sweet Corn Refried Beans	7 NY Cheese Stick & Yogurt w/Soft Pretzel Chicken Garden Wrap Green Beans	8 French Toast Sticks & Sausage Turkey Club Sub Sliced Carrots	9 Meat Nacho Grande w/Rice Bean Nacho Grande w/Rice Chicken BLT Salad w/Bread Choice Golden Sweet Corn Refried Beans
12 	13 Baked Mozzarella Sticks w/Marinara Sauce & Pasta Buffalo Chicken Wrap Sliced Carrots	14 Meat Walking Taco w/Rice Bean Walking Taco w/Rice Chicken Caesar Salad w/Bread Choice Golden Sweet Corn Refried Beans	15 Baked Mozzarella Sticks w/Marinara Sauce & Pasta Buffalo Chicken Wrap Sliced Carrots	16 Meat Walking Taco w/Rice Bean Walking Taco w/Rice Chicken Caesar Salad w/Bread Choice Golden Sweet Corn Refried Beans
19 Mini Pancakes w/Sausage Chicken Garden Wrap Sliced Carrots	20 Meat Nacho Grande w/Rice Bean Nacho Grande w/Rice Chicken BLT Salad w/Bread Choice Golden Sweet Corn Refried Beans	21 NY Cheese Stick & Yogurt w/Soft Pretzel Chicken Ranch Wrap Green Beans	22 Mini Pancakes w/Sausage Chicken Garden Wrap Sliced Carrots	23 Meat Nacho Grande w/Rice Bean Nacho Grande w/Rice Chicken BLT Salad w/Bread Choice Golden Sweet Corn Refried Beans
26 Ultimate Cheese Breadstick w/Marinara Sauce Turkey & Cheese Sandwich Sliced Carrots	27 Meat Taco w/Rice Bean Taco w/Rice Chicken Caesar Salad w/Bread Choice Golden Sweet Corn Refried Beans	28 Chef Salad w/Soft Pretzel Tuna Salad Sandwich Green Beans	29 Ultimate Cheese Breadstick w/Marinara Sauce Turkey & Cheese Sandwich Sliced Carrots	30 Meat Taco w/Rice Bean Taco w/Rice Chicken Caesar Salad w/Bread Choice Golden Sweet Corn Refried Beans

### DAILY ENTREES Elem/Int/Middle:

PBJ Sandwich  
**Tues/Fri:** Cheese Pizza  
**M/TH:** Baked Chicken Nuggets w/Bread  
**Wed:** Baked Chicken Nuggets w/Bread or Cheese Pizza

### DAILY ENTREES High School:

PBJ Sandwich  
 Fruit & Yogurt Parfait w/Soft Pretzel  
 Crispy Chicken Sandwich  
 Assorted Pizza

### Available Daily Sides

Fresh Vegetables  
 Fruit Choice  
 NY Chilled Milk  
**\*Bread Choice = Soft Pretzel or Bagel**

### PRICING:

Grades PK-6th: \$2.10  
 Grades 7th-12th: \$2.35  
 Reduced: \$0.00  
 Breakfast: \$1.25  
 Milk/Ala Carte Sides: \$0.75  
 Snacks: \$0.50-\$1.30

### Breakfast Menu

**Choice 1:** Cinnamon Roll  
 or  
 M/W/F: Cereal Bowl & Goldfish Graham  
 T/TH: Cereal Bowl & Muffin Top

**Daily Options:** Fruit Choice,  
 100% Fruit Juice & Asst. Milk

**wake up!**  
 co  
 School Breakfast

Contact the Food Service Office if you have any questions, comments or concerns. We can be reached at (607) 739-5601 (ext. 3671 or ext. 3674) or go to the School District Website Food Service Page & click on the Contact Us button to fill in and submit your information.







This institution is an equal  
 opportunity employer & provider.

This menu is subject to change  
 with out advance notice.



# October 2020 - Gardner Road



Monday	Tuesday	Wednesday	Thursday	Friday
<p><u><b>RESPONSIBILITY—Character Education at Home</b></u></p> <p>*Set up routines for your child to get ready for school</p> <p>*Involve children in shopping and appropriate chores.</p> <p>*Help create a homework routine.</p> 			1 <b>COHORT B—Day 1</b>	2 <b>COHORT B—Day 2</b>
5 <b>COHORT A—Day 3</b>	6 <b>COHORT A—Day 4</b>	<p>7</p> <p>Virtual Assembly Pre-recorded: Fire Safety</p> 	8 <b>COHORT B—Day 3</b>	9 <b>COHORT B—Day 4</b>
<p>12 No School</p> 	13 <b>COHORT A—Day 1</b>	14 <b>COHORT A—Day 2</b>	<p>15 <b>COHORT B—Day 1</b></p> <p>BOE Meeting 6:00 GR</p>	<p>16 <b>COHORT B—Day 2</b></p> <p>Raider Day: Wear Raider Blue</p>
19 <b>COHORT A—Day 3</b>	<p>20 <b>COHORT A—Day 4</b></p> <p>6:00 GRPTO Meeting - Zoom</p>	<p>21</p> <p>Virtual Assembly- 1:00 PM Live Concert: Jared Campbell Wear Orange Unity Day</p> 	22 <b>COHORT B—Day 3</b>	23 <b>COHORT B—Day 4</b>
26 <b>COHORT A—Day 1</b>	27 <b>COHORT A—Day 2</b>	<p>28</p> <p>Virtual Assembly - 1:00 PM: Live: Halloween Costume Dance Party</p> 	29 <b>COHORT B—Day 1</b>	<p>30 <b>COHORT B—Day 2</b></p> <p>End of Marking Period 1</p>

### ***Horseheads Middle School***

Principal	Ron Holloway
Assistant Principal	Tom Hoeffner
School Psychologist	Nicole Marinaccio
Social Work Assistant	Melanie Rahr
Social Work Assistant	Jessica Emanuel
Guidance Counselor	Marti Clark
Guidance Counselor	Steve Micknich

**739-6357**

[rholloway@horseheadsdistrict.com](mailto:rholloway@horseheadsdistrict.com)  
[thoeffner@horseheadsdistrict.com](mailto:thoeffner@horseheadsdistrict.com)  
[nmarinaccio@horseheadsdistrict.com](mailto:nmarinaccio@horseheadsdistrict.com)  
[mrahr@horseheadsdistrict.com](mailto:mrahr@horseheadsdistrict.com)  
[jemanuel@horseheadsdistrict.com](mailto:jemanuel@horseheadsdistrict.com)  
[mclark@horseheadsdistrict.com](mailto:mclark@horseheadsdistrict.com)  
[smicknic@horseheadsdistrict.com](mailto:smicknic@horseheadsdistrict.com)

### ***Horseheads High School***

Principal	Kris Earl
Assistant Principal	Dan Buseck
Assistant Principal	Mike McCawley
School Psychologist	Katie Akins
School Psychologist	Christina Roberts
Social Work Assistant	Amy Cardamone
Social Work Assistant	Sarah Kline
Counselor	Pat Beckwith
Counselor	April Cook
Counselor	Steve Eberhard
Counselor	Gillian Jewell
Counselor	Lynda Thomas

**795-2500**

[kearl@horseheadsdistrict.com](mailto:kearl@horseheadsdistrict.com)  
[dbuseck@horseheadsdistrict.com](mailto:dbuseck@horseheadsdistrict.com)  
[mmccawley@horseheadsdistrict.com](mailto:mmccawley@horseheadsdistrict.com)  
[kakins@horseheadsdistrict.com](mailto:kakins@horseheadsdistrict.com)  
[chrobert@horseheadsdistrict.com](mailto:chrobert@horseheadsdistrict.com)  
[acardamone@horseheadsdistrict.com](mailto:acardamone@horseheadsdistrict.com)  
[skline@horseheadsdistrict.com](mailto:skline@horseheadsdistrict.com)  
[pbeckwit@horseheadsdistrict.com](mailto:pbeckwit@horseheadsdistrict.com)  
[acook@horseheadsdistrict.com](mailto:acook@horseheadsdistrict.com)  
[seberhar@horseheadsdistrict.com](mailto:seberhar@horseheadsdistrict.com)  
[gjewell@horseheadsdistrict.com](mailto:gjewell@horseheadsdistrict.com)  
[lthomas@horseheadsdistrict.com](mailto:lthomas@horseheadsdistrict.com)

***Student Services (Students with Special Needs)***

**739-5601, x4305**

### ***For further assistance...***

Please contact the New York State COVID-19 Emotional Support Helpline at **1-844-873-9314**.

Questions about COVID-19? Contact the Chemung County Health Department at (607) 737-2028 or the COVID-19 Hotline at (607) 873-1813, or your health care provider.

### ***Safe Schools Line***

Our Safe Schools Line is available 24 hours a day. Report a concern, rumor, bullying incident, or any safety issue anonymously and confidentially:

**795-2044 or 1-800-305-4984**

# Technology

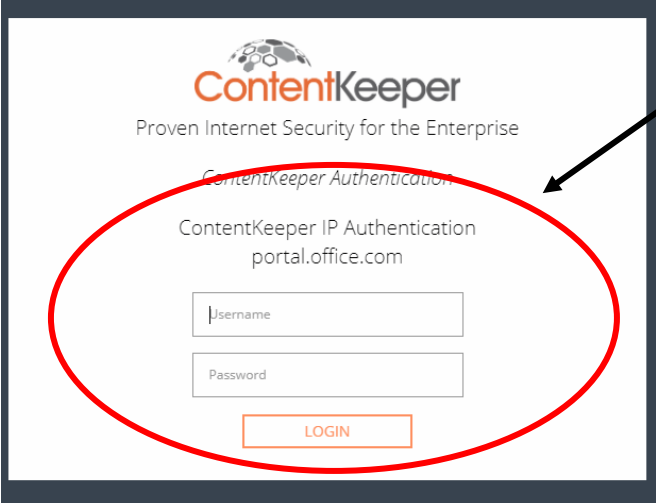
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## *District-owned devices*

The district has a limited supply of devices to loan to students for remote learning. At this time, we have reserved all of the supply of devices for students. We must put any additional requests on a waiting list. Please contact your school to be placed on that list.

## *“Content Keeper”*

When accessing the Internet using a district device, you may get blocked by a Content Keeper. This is to ensure safe browsing for your student. To log in to this, use your student’s log-in credentials.



- 1) If this screen pops up when you open a browser. Enter your student’s log in credentials.
  - a. Username: Lastname-Firstname
  - b. Password: Default is Student ID# (or what your student may have created for him/herself)
- 2) Click on “Login”

**Please Note:** If you are attempting to use an iPad app that connects online, it may experience trouble until you log into the Content Keeper. If you are experiencing trouble, close all apps, open Safari and enter the Content Keeper.

## *Tech Support*

We ask parents, guardians, and students who have technology questions, including issues with district-owned devices and questions about the itslearning management system or other district programs, to use the [technology support form here](#) to submit a support request. A technician will respond as soon as possible.

You may also call 607-481-2850 and leave a detailed message about your technology issue. Know that the details of the form allow us to assist you better than a voicemail.

Our tech staff will respond to the forms or voicemails between 9am and 3pm Monday through Friday. Note that because return calls are not coming from district phones, calls may appear as Restricted or Unknown.

Please note: Response times may be longer than anticipated during these first few weeks of the school year. We will respond to you as soon as we can. We thank you for your patience as we all navigate through the start of the school year. Please also note that we are unable to repair devices that are not owned by the district.



## *Accessing the internet*

To address internet connectivity needs for some families around the district, we have opened the secure network around each of our school buildings. We invite parents and students to our school parking lots to access the internet when needed for remote learning. Please note: The Wi-Fi signal at our Middle/Intermediate complex is spotty. We are working to correct that. The best sites are our elementary schools and the High School.

While sitting in a vehicle in the parking lot, students can use their normal login credentials to access their district drives and the internet, just as if they were in the building. Here are a few tips for using our network in school parking lots:

- Park as close as to the building as you safely can.
- When using a district device, it will automatically connect to our regional Wi-Fi.
- If using a district device, students can create a folder on the desktop and download documents to that folder for ease of use when not online; and then upload the completed documents when they reconnect.
- Video streams must be viewed while in the parking lot. Small videos and other documents can be downloaded to the device.

We continue to look for additional ways to provide our district network access to families in these unusual times. We will inform families of these options as they develop.

## *Itslearning*

Itslearning is the student learning platform used by all Horseheads schools this year. Students in both remote and hybrid models will interact with their teachers and access learning materials from this single point of access.

When parent accounts are set up, access itslearning by going to the link below and using your Parent Portal login information (see next section for more information on the Parent Portal through SchoolTool). You can also enter your student's login information to access itslearning.

<https://horseheadsdistrict.itslearning.com/>

***Questions about itslearning? Email [itslearning@horseheadsdistrict.com](mailto:itslearning@horseheadsdistrict.com).***

## *SchoolTool Parent Portal*

The SchoolTool Parent Portal allows parents/guardians to view their children's grades, assignments, and attendance.

To access the portal on an internet browser, go to <https://schooltool.horseheadsdistrict.com>. You can also find the SchoolTool Mobile app in the Apple app store and Google Play store. The URL for the mobile app is <https://schooltool.horseheadsdistrict.com/sthhweb>.

If you do not have a Parent Portal account, [please complete this form](#).

***Questions about the Parent Portal? Email [hcsdportalinfo@horseheadsdistrict.com](mailto:hcsdportalinfo@horseheadsdistrict.com).***