

News

September/October 2021

...of the Horseheads Central School District

Back to school September 8

For the first time since March 2020, all of our students are together in school five days a week. The first day of the 2021-22 school year for students was September 8, and excitement was in the air. Our students and staff were very happy to be back in school.

The first day of the school year for staff was September 7. Members of our community and our cheerleaders greeted staff as they entered the district's new stadium for opening day activities. Mike Veny, a nationally-known mental health advocate, addressed staff to help kick off the new year. He will be working with staff throughout the year on this important topic.

After 14 months of a combination of remote and in-person instruction due to the global pandemic, we work to remain in-person, five days a week this school year. At the heart of teaching and learning are the relationships that students have with their peers, teachers, and school community members. A return to regular in-person instruction provides the normalcy of positive routines and welcoming environments that support students in their learning.

Students, staff, and families are working together to try to keep our schools open to in person learning by wearing masks per New York State mandate, maintaining distancing when possible, washing hands

thoroughly and often, and staying home when sick. The district will continue to monitor the pandemic situation in conjunction with state health officials and the Chemung County Health Department

"Together we can make this year successful," said Superintendent Tom Douglas. "We wish students, families, staff, and the community a great 2021-22 school year."



Inside...

- More photos from the first day of school
- Information on the next phase of the district capital improvement project
- Photos of completed work from the capital improvement project approved in 2017
- Graduation 2021 photos
- 2021-22 school calendar
- Required Board of Education policy notifications
- Census form



Next capital improvement project in planning stage

In October of 2017, voters approved a \$96 million capital improvement project to begin updating our district schools and facilities. We called the project “Horseheads 2030: Building Our Future Now” because the students entering PreK at the time would be graduating in 2030.

The 2017 project was the first of three expected projects to update all facilities by the year 2030, maximizing state building aid and minimizing the effect on local taxes. This first project is nearing completion, and planning for the second project is underway with a potential public vote on December 7, 2021.

The district’s architect, HUNT Engineers, Architects, and Surveyors, has been working with the district and updating the board of education on the planning of this project.

The tentative December capital improvement vote would be the second of the three major referendums needed to update and realign the district for the best educational settings for our current and future students. It would include work at all schools, with an emphasis at our PreK-4 buildings and High School.

The district understands how important elementary schools are to our communities. Our plan is to phase in construction as best we can over time so that the impact on students is as minimal as possible.

There will be a restructuring of district PK-4 buildings in order to even out enrollment and improve attendance boundary lines. Currently the district has homes that are closer to one building, but the students in those homes attend another elementary school. In addition, the district has to balance new residential projects and developments that will put additional strain on current elementary attendance zones.

One of the district’s oldest buildings is Center Street Elementary School. It will require extensive work to bring it up to standards for student use as a school building in New York State. The district’s Building Condition Survey and consolidation study in 2014 identified Center Street as a building that should be considered for other district uses that are centered on adults.

Like many buildings its age, Center Street contains asbestos and potential sealed lead. The school is safe in its current state, but once any part of it goes under construction, full asbestos and lead abatement must occur. The cost for that work is prohibitive with

continued on page 4

First day of school photos



Approved by voters in October 2017

Initial project nearing completion

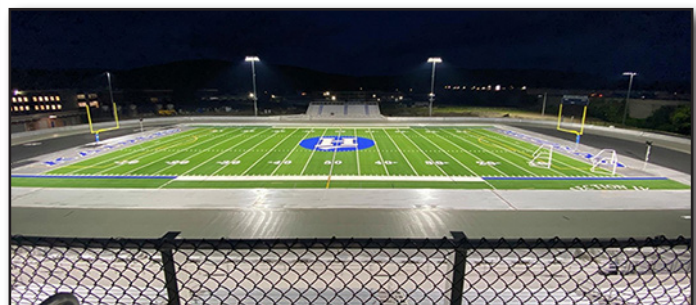
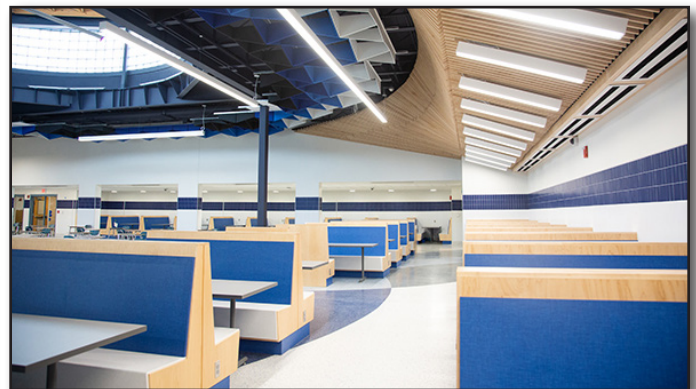
Our district-wide capital improvement project continues. Planning for the project, known as “Horseheads 2030: Building Our Future Now,” began in 2016. Voters approved the project in October 2017. Construction began in 2020 and is expected to be completed in the summer of 2022.

The major part of this capital improvement project involved the High School and Middle School, with structural work at our elementary schools and a district-wide upgrade in technology capacity.

Work at the High School included a new library addition, renovated cafeteria and kitchen, some renovated classrooms, and a new multi-purpose stadium. The former library is currently being renovated into the school’s main office, health office, and counseling office. Once completed, this will be the main entrance to the school, creating a single point of entry for the building to enhance safety at the school. During the next year, the High School will have additional classrooms resized and renovated.

The cafeteria and kitchen at the Middle/Intermediate School complex are currently being renovated and upgraded. Science, technology, and art classrooms have been renovated, mechanical and electrical systems have been upgraded, and improvements have been made to the rear parking lot.

Highlights of completed work at the four elementary schools include mechanical system upgrades and installation of energy efficient lighting controls; window replacement and cafeteria renovation at Center Street; roofing, security fencing, and playground work at Ridge Road; entrance improvements and site work at Gardner Road; and electrical upgrades, parking lot improvements and roof completion at Big Flats.



Completed work at the High School. Top left: library addition. Top right: renovated science classroom. Above: renovated kitchen. Above right: renovated cafeteria. Right: new stadium.

Next phase of capital plan, continued from page 2

state funding and would require a significant local share of the costs in order to make improvements for student use of the building in a reasonable amount of time.

The district would still maintain ownership of the Center Street building so that it can be used for appropriate adult use: district offices displaced by capital construction referendums, Facilities Department offices and maintenance work areas that will need to be relocated once its current building is closed and converted to the main parking area for high school activities and possibly community-centered programs (senior center, county youth bureau, etc.).

As a result of this proposed phased-out closing and repurposing of our oldest elementary building, the other three elementary buildings would need additional classrooms to accommodate the shift in PreK-4 enrollment. The district would gain additional state aid for the needed construction as a result of this reorganization and remodeling of our elementary schools.

The proposed project will include additional classrooms and resizing of common spaces including gyms, libraries, and cafeterias at the Gardner Road, Big Flats, and Ridge Road elementary buildings. The project would also include pavement and bus loop improvements at Ridge Road.

In addition to elementary work, the second referendum would finalize the main pick-up and drop-off parking areas at the Middle/Intermediate Schools and High School, and build a multi-purpose indoor physical education and athletics space in the footprint of the High School's south wing. Work would also include improving gym and locker rooms at the Middle School, in addition adding team rooms and music storage rooms at the High School stadium to maximize state building aid.

This project would also address the environmental climate at all schools, preparing them for updated heating, ventilating, and air conditioning controls.

As with the previous project, our intention is have as little to no impact on the tax rate as we have accomplished with this first major project. The district will continue to be fiscally responsible as we continue to develop our Horseheads 2030 infrastructure plan.

Ultimately, the financial stewardship for the district and community is accomplished through maximizing state building aid and maintaining the debt service plan to minimize local costs of updating our schools. Specifically, when the debt for one project is paid off, a new project in the future can replace the paid off debt. This allows the district to keep facilities current with little to no future impact to the local taxpayer.

This project will put the district in a beneficial position in the years to come to regularly maintain infrastructure, primarily through rolling capital debt payments with new state aid every five years. Our goal is to maintain and enhance the district for future generations of Horseheads Blue Raiders with minimal or possibly no future tax impact to residents.

As with our first project, we wish to bring more of the tax dollars our residents pay to the state back to the district rather than to other districts, improving our facilities and maintaining property values across the district.

More information on the proposed project will be sent to residents in November.

Thank you, donors

We thank community businesses and individuals for their generous donations of school supplies, including Staples, Walmart, and FedEx, whose employees delivered supplies to the Intermediate School in August.



Marching to first place

The Blue Raider Marching Ensemble earned first place finishes at their first three competitions this year: at Jordan-Elbridge, Cicero-North Syracuse, and Corning.

The ensemble also made their 2021-22 debut at the opening of the district's new stadium at halftime of the football game September 10.

Congratulations!



A new multi-purpose stadium

Students cut a blue and white ribbon to mark the official opening of the district's new multi-purpose stadium at the Football Team's home opener September 10.

The Boys Soccer Team held their home opener the next night, and the Girls Soccer

Team two days later. All three teams earned wins.

Hats off to all fall sports teams!



Class of 2021 is the first to graduate at the new district stadium

Congratulations, Class of 2021

The Class of 2021 has a special place in Horseheads history, and not just because their entire senior year occurred during a global pandemic.

The approximately 300-member class was the first to step their feet on the district's new multi-purpose stadium - for their graduation on June 23.

It was also the first time they gathered all together as a group, since the 2020-21 school year was a mix of in-person and remote learning.

A plaque honoring the class is displayed at the stadium, marking their place in the district's story.



2021-22 calendar is online

To view this year's district and school events, go to <https://www.horseheadsdistrict.com/full-calendar.cfm>, or go to the Calendar link in the main menu.

On each month, there is a link to the printable pdf version. The district will not be printing a multi-page calendar this year.

Our online calendar allows us to update events throughout the year and saves printing and mailing resources.

Homeless Students/Students in Temporary Housing Notice

Children and youth in temporary housing have the right to:

- Stay in the same school and get free transportation even if it is across district lines
- Immediately enroll in school without records (school, medical, or vaccination records, proof of residency)
- Get special education services immediately if the student has a current Individualized Education Plan (IEP)
- Participate fully in any school activities, including before- or after-school activities
- Get support services and help with things like school supplies through Title I
- Get free school meals without filling out an application
- Get help enrolling in Pre-K, Head Start, other preschool programs, and Early Intervention
- Get help applying for financial aid for college if the student is an unaccompanied youth

For assistance, please contact the Director of Student Services at (607) 739-5601, x4300.

Learn more about the district...

- Visit www.horseheadsdistrict.com
- Like us on Facebook - district and our schools
- Follow us on Twitter: *HhdsSchools*
- Follow us on Instagram: *hhdsschools*

Safe Schools Line

To report a concern, rumor, or other safety issue anonymously and confidentially 24 hours a day, call

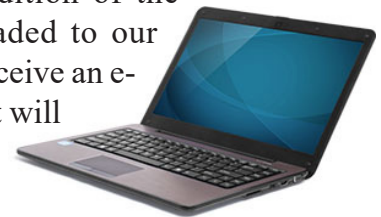
**795-2044 or
1-800-305-4984**

About the newsletter

This edition of our newsletter is sent to all of our residents, even if you signed up to receive it online. This is because the policy information on pages 8-17 is required by the state. Sharing budget information is also required, so the May budget newsletter is also sent to all residents.

Additional editions of the newsletter are available online from time to time. To receive these editions, please go to our website at www.horseheadsdistrict.com. In the Quick Links menu, click on "District Newsletters." There you'll find a link to sign up to receive the newsletter online. Here is the direct link: <http://www.horseheadsdistrict.com/newslettersignup.cfm>.

When a new edition of the newsletter is uploaded to our website, you will receive an e-mail with a link that will take you directly to the newsletter.



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 or Anthony Gill, Co-Title IX/DASA Coordinators and Co-Civil Rights Compliance Officers; 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 2021-22 School Calendar

^ Early Dismissal Drill

BOE approval (5/19/21 - Pending any changes due to Covid - 19)

SEPTEMBER						
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NOVEMBER						
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DECEMBER						
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MAY						
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JUNE						
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School Not in Session:

- Labor Day 9/6
- Columbus Day 10/11
- Veterans Day 11/11
- Thanksgiving Recess 11/24 - 11/26
- Winter Recess 12/24 - 12/31
- Martin Luther King, Jr Day 1/17
- President's Day Recess 2/21-2/25
- Spring Recess/Good Friday 4/11- 4/15*
- Memorial Day Recess 5/30
- Juneteenth 6/20

* Pending days utilized for school closures.




Parent/Teacher Conference

- 11/16/21 (½ Day PM Off - Pre K - 6th Only)
- 11/17/21 (½ Day PM Off - Pre K - 6th Only)
- 11/18/21 (½ Day PM Off - Pre K - 6th Only)

End of Year

- ½ Days (AM)
- 6/17/22 (Pre-K - 8th Only)
- 6/21/22 (Pre-K - 8th Only)
- 6/22/22 (Pre-K - 8th Only)
- 6/23/22 (Pre-K - 8th Only)

LEGEND

	Conference Days (9/7, 10/8, 1/31, 3/21 & 6/24)
	Schools Closed*
	Regents Exams

The district will communicate to residents and staff about any calendar adjustments needed due to excessive closure days by April 8, 2022 (per contractual obligations). Please be aware, if the district needs to make up school days**, the priority of make-up days will be as follows, unless modifications to the below schedule are needed:

- 1st Make Up Day 4/11/22
- 2nd Make Up Day 4/12/22
- 3rd Make Up Day 4/13/22
- 4th Make Up Day 4/14/22

Last School Day: 9th - 12th: 6/14/22

Last School Day: PreK-8th: 6/23/22

**The district has the potential for closure days built into the calendar (all pending total # of hours and Days required by NYSED and state attendance regulations).

First Day of School Pre K - 12th:
Wednesday, September 8, 2021

Last Teacher Day:
Friday, June 24, 2022

Required notice of certain board policies

The Horseheads Central School District has hundreds of policies regarding the operation of the district. The Board of Education develops and oversees the enforcement of these policies. All school board policies are public information. The district is required to publicize certain policies and regulations annually to parents, students, and the community. To view all of the board's policies, visit the district's web site at www.horseheadsdistrict.com.

0100: Equal Opportunity

The Board of Education, and District officers and employees, shall not discriminate against any student, employee, or applicant on the basis of actual or perceived 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.

This policy of nondiscrimination includes access by students to educational programs and activities, as well as recruitment and appointment of employees and employment pay, benefits, advancement and/or terminations.

0100-E: Nondiscrimination Notice

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 the Title IX/DASA Coordinator, Civil Rights Compliance Officers; or 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.

The following person(s) has been designated to handle inquiries regarding the non-discrimination policies:

Director of Human Resources
Horseheads Central School District
One Raider Lane
Horseheads, NY 14845
(607) 739-5601

U.S. Department of Education
Office of Civil Rights
LBJ Department of Education Building
400 Maryland Ave., SW
Washington, DC 20202-1100
(800) 421-3481

0110: Sexual Harassment

The Board of Education recognizes that sexual harassment of students, employees (including all staff, applicants for employment, both paid and unpaid interns, exempt and nonexempt status, part-time, seasonal, and temporary workers, regardless of immigration status) and certain “non-employees” (which includes contractors, subcontractors, vendors, consultant and other persons providing services pursuant to a contract, or their employees) on the basis of sex, gender and/or sexual orientation, is abusive and illegal behavior that harms targets and negatively impacts the school culture by creating an environment of fear, distrust, intimidation and intolerance. The Board further recognizes that preventing and remedying such harassment in schools is essential to ensure a healthy, nondiscriminatory environment in which students can learn and employees and “non-employees” can work productively.

Sexual harassment is a form of sex discrimination and is unlawful under federal, state, and (where applicable) local law. Sexual harassment includes harassment on the basis of actual or perceived or self-identified sex, sexual orientation, gender identity, gender expression, and transgender status. Sexual harassment of a student can deny or limit the student's ability to participate in or to receive benefits, services, or opportunities from the school's program.

Sexual harassment includes unwelcome conduct which is either of a sexual nature, or which is directed at an individual because of that individual's sex, when:

- a. submission to that conduct is made either explicitly or implicitly a term or condition of an individual's employment or a student's education;

- b. submission to or rejection of such conduct is used as the basis for decisions affecting an individual's employment or a student's education; or
- c. the conduct has the purpose or effect of unreasonably interfering with an employee's or "non employee's" work or student's school performance or creating an intimidating, hostile or offensive work or educational environment, even if the complaining individual is not the intended target of the sexual harassment.

Sexual harassment can include unwelcome sexual advances, requests for sexual favors, and other verbal, non-verbal, or physical conduct of a sexual nature, or verbal, nonverbal or physical aggression, intimidation or hostility that is based on actual or perceived gender and sexual stereotypes. Examples of sexual harassment can be found in the accompanying regulation (0110-R).

The Board is committed to providing an educational and working environment that promotes respect, dignity and equality and that is free from all forms of sexual harassment, including that based on gender and sexual orientation. To this end, the Board condemns and strictly prohibits all forms of sexual harassment on school grounds, school buses and at all school-sponsored activities, programs and events including those that take place at locations outside the district, or outside the school setting if the harassment impacts the individual's education or employment in a way that violates their legal rights, including when employees and "non-employees" travel on district business, or when harassment is done via electronic means (including social media). For employees, sexual harassment is considered a form of employee misconduct.

Sanctions will be enforced against all those who engage in sexual harassment, and against supervisory and managerial personnel who knowingly allow such behavior to continue or engage in retaliation.

Sexual harassment may subject the district to liability for harm done to targets. Harassers may also be individually subject to civil liability if sued in a court of law or criminal liability if prosecuted.

Under various state and federal laws, students, employees and "non-employees" have legal protections against sexual harassment in the school environment as described above. Those laws are listed in the reference section below. Additionally, local laws (e.g., county, city, town, village) may apply to the District. The District's Code of Conduct also addresses appropriate behavior in the school environment. Sexual harassment can occur between persons of all ages and genders.

In order for the Board to effectively enforce this policy and to take prompt corrective measures, it is essential that all targets of sexual harassment and persons with knowledge of sexual harassment report the harassment immediately. The district will promptly investigate all complaints of sexual harassment, either formal or informal, verbal or written. To the extent possible, all complaints will be treated in a confidential manner. Limited disclosure may be necessary to complete a thorough investigation. If the complainant reports that they feel unsafe at school due to the nature of the complaint, the district will determine if accommodations need to be made until the issue is resolved.

If, after appropriate investigation, the district finds that a student, an employee, "non-employee" or a third party has violated this policy, prompt corrective action will be taken in accordance with the applicable collective bargaining agreement, contract, district policy and state law. Individual nondisclosure agreements may only be used as permitted by law, as described in the accompanying regulation. Mandatory arbitration clauses are prohibited in all district contracts and agreements.

All complainants and those who participate in the investigation of a complaint of sexual harassment have the right to be free from retaliation of any kind, when they do so with a good faith belief that sexual harassment has occurred. Such prohibited retaliation can include, but is not limited to, discipline, discrimination, demotion, denial of privileges, or any action that would keep a person from coming forward to make or support a sexual harassment claim. Such actions need not be job- or education-related, or occur in the workplace or educational environment, to constitute unlawful retaliation.

The Superintendent of Schools is directed to develop and implement regulations for reporting, investigating and remedying allegations of sexual harassment. These regulations are to be attached to this policy. In addition, training programs shall be established for students and annually for employees to raise awareness of the issues surrounding sexual harassment and to implement preventative measures to help reduce incidents of sexual harassment. Age-appropriate instructional materials will be incorporated into the curriculum to educate students so that they can recognize and reduce the incidence of sexual harassment.

This policy shall be published on the District's website and information regarding sexual harassment shall be included in the Code of Conduct and other District publications as appropriate.

Required notification of board policies, continued

0115: Dignity for All Students Act

The Board is committed to providing a school environment that is free from harassment, bullying and discrimination. Harassment, discrimination, intimidation or bullying and acts of cyberbullying, as defined by New York Education Law Article Two and the Regulations of the Commissioner § 100.2 by students, staff or visitors toward students are strictly prohibited. Therefore, in accordance with such laws and regulations, conduct of this nature is subject to discipline in accordance with the District's Code of Conduct and the Internet Safety and Acceptable Use Policies.

Reports of harassment, bullying and discrimination shall be made to the Dignity Act Coordinator, Building Principal, Superintendent, or the Principal's or Superintendent's designee. Students and parents/guardians may make verbal or written report of harassment, bullying or discrimination to District teachers or administrators.

District employees who witness harassment, bullying or discrimination, or who receive an verbal or written report of harassment, bullying or discrimination, shall promptly verbally notify the Dignity Act Coordinator, Building Principal, Superintendent, or the Principal's or Superintendent's designee, no later than one school day after such employee witnesses or receives a report of harassment, bullying or discrimination. After verbal notification, the District employee shall file a written report with the Dignity Act Coordinator, Building Principal, Superintendent, or the Principal's or Superintendent's designee not later than two school days after making the verbal report.

The Building Principal, Superintendent or the Principal's or Superintendent's designee shall lead or supervise a thorough investigation of all reports of harassment, bullying or discrimination, and ensure that said investigation is completed promptly after receipt of any written reports made.

In the event an investigation verifies harassment, bullying or discrimination, the District shall take prompt actions reasonably calculated to end the harassment, bullying or discrimination, 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 harassment, bullying or discrimination was directed. Retaliation against any individual who, in good faith, reports or assists in the investigation of harassment, bullying or discrimination, is strictly prohibited.

Individuals whose behavior is found to be in violation of this policy will be subject to discipline or removal from the premises in accordance with school policy, including the Code of Conduct. If appropriate, individuals may also be referred to law enforcement officials.

The Building Principal shall make a regular report on data and trends related to harassment, bullying and discrimination to the Superintendent.

The Superintendent shall establish procedures and guidelines that will include, but not be limited to, staff training and professional development, the method of reporting an incident believed to be in violation of this policy, the procedure for investigation and the prohibition of retaliation for reporting an incident. The District shall also provide required instruction supporting development of a school environment free of harassment, bullying and discrimination having an emphasis on discouraging acts of harassment, bullying (including cyberbullying) and discrimination and including instruction in the safe, responsible use of the Internet and electronic communications.

The Board will review this policy from time to time and will make any necessary modifications as required by the applicable laws and regulations.

This policy and any amendments or addendums shall be published in the student handbook and on the District website. At least once each school year, the District shall provide all school employees, students and parents or persons in parental relation with a written or electronic copy of this policy and any other policy created by the District in compliance with the Dignity for All Students Act.

If the Superintendent or Principal designates a staff member to receive verbal or written reports of harassment, bullying, or discrimination, then the Superintendent or Principal shall publish the name and title of the designee to the school community as an addendum to this policy.

1400: Public Complaints

The Board of Education welcomes constructive criticism of the schools whenever it is motivated by a desire to improve the quality of the educational program, facilities, or service. The Board has confidence in its staff and desires to support their actions in order that they be free from unnecessary, spiteful, or negative criticism and complaint.

Therefore, whenever a complaint is made directly to the Board as a whole or to a Board member as an individual, it will be referred to the individual school employee or to the school or department administration for study and possible solution.

The Board expects that the administration will develop a procedure for receiving complaints courteously and that it will take steps to make a proper reply to the complainant. If resolution of the problem seems unlikely at the building or department level, either party may refer the matter to the appropriate member of the central staff and if still unresolved to the Superintendent of Schools for his or her review.

The Board will consider hearing citizen complaints when they cannot be resolved by the Superintendent. Matters referred to the Board must be in writing and should be specific in terms of the action desired. The Board will not consider or act on complaints that have not been explored at the appropriate administrative level.

Citizens' complaints directed at personnel will be handled by the Board in executive session.

If parents are not satisfied with the resolution by the Horseheads Central School District, the district will inform them of their right to appeal to the New York State Education Department. If parents are not satisfied with the resolution by the New York State Education Department, they may appeal to the United States Department of Education. The district will provide parents with additional information from the Superintendent's office or by directing them to the New York State Department of Education's Written Complaints and Procedures website at <http://www.emsc.nysed.gov/nclb/complaintappeals>.

Title I Complaint and Appeal Procedures

Complaints/appeals regarding the District's administration and implementation of its Title I Grant including, but not limited to, disputes regarding homeless eligibility, school selection, enrollment, and transportation, should be sent first to the Superintendent. The District has 30 business days to resolve a complaint, which must be written; be signed by the person or agency representative filing the complaint; specify the requirement of law or regulation being violated and the related issue, problem, and/or the concern; contain information/evidence supporting the complaint; and state the nature of the corrective action desired.

If the District fails to resolve the complaint within 30 business days, or fails to resolve the issue to the satisfaction of the complainant, the complainant may appeal to the New York State Education Department (NYSED) by forwarding the original signed complaint and the District's response (or a statement that the District failed to respond in 30 business days) to the Title I School and Community Services Office, Room 320 EB, New York State Education Department, 89 Washington Avenue, Albany, NY 12234.

Parties dissatisfied with the NYSED's complaint resolution may file an appeal directly with the United States Department of Education Compensatory Education Programs, 400 Maryland Avenue, S.W., Room 3W230, FOB #6, Washington, D.C. 20202-6132.

Complaints/appeals from nonpublic school officials regarding the District's administration and implementation of Title I should be sent to the NYSED. NYSED has a 60-business day period in which to resolve a nonpublic school complaint. No later than 30 days following the written response by the NYSED, or in the event the NYSED fails to resolve the complaint within a reasonable period of time, the nonpublic school official may appeal NYSED's decision to the U.S. Department of Education. A copy of the NYSED's written response, if available, and a complete statement of the reasons supporting the appeal must accompany such appeal.

The District shall disseminate free of charge, adequate information about these complaint and appeal procedures to parents of students, and appropriate nonpublic school officials or representatives.

5020.2: Discrimination/Racial Harassment of Students

The Board of Education is committed to safeguarding the rights of all students within the school district to learn in an environment that is free from racial* discrimination, including racial harassment. The Board recognizes that racial harassment of students can originate from a person of the same or different race of the victim including peers, employees, Board members or any individual who foreseeably might come in contact with students on school grounds or at school-sponsored activities.

Racial harassment of students consists of different treatment on the basis of race and is recognized in two different forms:

1. when the district's employees or agents, acting within the scope of official duties, treat a student differently than other students solely on the basis of race; or

continued next page

Required notification of board policies, continued

2. when the education environment is not kept free from discrimination because the harassing conduct is so severe, pervasive or persistent that it interferes with or limits the ability of a student to participate in or benefit from the services, activities or privileges provided.

The Board also prohibits any retaliatory behavior against complainants or any others because they have participated in a school-sponsored investigation. Also prohibited is any retaliatory behavior against any person who has complained, testified, or assisted in a complaint of discrimination under state or federal law.

Any student who believes that he/she has been subject to racial harassment should report the alleged misconduct immediately, pursuant to 5020.2-R, so that corrective action, up to and including discharge of an employee or suspension of a student, may be taken at once. The complainant shall not be discouraged from reporting an incident of alleged racial harassment. In the absence of a victim's complaint, the Board, upon learning of, or having reason to suspect the occurrence of any racial harassment, will ensure that an investigation is promptly commenced by appropriate individuals.

The Superintendent of Schools is directed to develop and implement specific procedures on reporting, investigating and remedying allegations of racial harassment. Such procedures are to be consistent with any applicable provisions contained in the district's policy manual, collective bargaining agreements, the tenure laws as well as other federal and state laws on racial harassment. Training programs shall be established for students and employees to raise awareness of the issues surrounding racial harassment and to implement preventative measures to help reduce incidents of racial harassment.

A copy of this policy and its accompanying regulation is to be distributed to all personnel and students and posted in appropriate places.

**For the sake of simplicity and clarity, the term "race" shall be used throughout this policy to refer to all forms of discrimination prohibited by Title VI--that is, race, color, and national origin.*

5100: Comprehensive Student Attendance

A. Statement of Overall Objectives:

The Horseheads Central School District sets high standards for all students. It is our philosophy that the Horseheads Central School District is responsible to allow for the maximum development of each student's intellect, character, personality, and aesthetic, physical and social potential. In conjunction with the responsibilities of our school district, it is the responsibility of each student to be in school and in class at all times. There is a known correlation between attendance and academic performance and, with this in mind, the School District has developed this Comprehensive Student Attendance Policy.

The objectives of the Comprehensive Attendance Policy are:

1. To accurately track the attendance, absence, tardiness, and early departure of students to and from school;
2. To ensure student attendance in classes so that students may achieve State mandated education standards;
3. To track students' location for safety reasons and to account to parents regarding the location of their student(s) during school hours;
4. To identify and address attendance patterns;
5. To verify that individual students are complying with education laws relating to compulsory attendance;
6. To accurately record daily attendance for State aid purposes.

B. Description of Strategies to Meet Objectives:

The School District will:

1. Maintain an accurate register of attendance for each student to record attendance, absence, tardiness, and/or early departure.
2. Utilize a data analysis system to track individual student attendance and to identify attendance patterns.
3. Develop early intervention strategies to improve school attendance.
4. Review on an annual basis the Comprehensive Attendance Policy and the building-level student attendance records.

C. Definitions

Whenever used within the Comprehensive Attendance Policy, the following terms shall mean:

1. *Scheduled instruction:* Every period that a student is scheduled to attend an instructional class during the course of a school day during the school year. At the elementary and middle school level, this is every class excluding lunch. At the high school level, this is every class excluding lunch and activity period.
2. *Absent:* The student misses more than fifteen percent (15%) of the period of the student's scheduled instruction (e.g., more than 12 minutes of an 80-minute class or more than 6 minutes of a 40-minute class).
3. *Tardy:* The student arrives later than the starting time of the student's scheduled instruction.
4. *Early departure:* The student leaves prior to the end of the student's scheduled instruction with approval.
5. *Excused:* Any absence, tardiness, or early departure for which the student has a valid school-approved excuse. Such excused absences shall include, but are not limited to, personal illness, illness or death in the family, impassable roads due to inclement weather, religious observance, quarantine, required court appearances, approved college visits, or other such reasons as may be approved by the building administrator.
6. *Unexcused:* Any absence, tardiness, or early departure for which the student has no valid school-approved excuse. Such unexcused non-appearance shall include, but are not limited to, family vacation, skipping class, oversleeping, or any other absence that is not excused.

D. Coding System

A record of each student's attendance including absence, tardiness, and early departure shall be kept in a register of attendance, which includes the components mentioned in the Commissioner's Regulations. An absence, tardiness, or early departure will be entered as "excused" or "unexcused" along with the District code for the reason. Administration will establish procedures and a coding system for use throughout the district in accordance with the Commissioner's Regulations.

E. Intervention Strategy Process – Incentives/Disciplinary Sanctions

1. Minimum Attendance for Course Credit

- a. A student must be noted as present for 85% of a course's scheduled classes in order to earn course credit.
 - i. For purposes of minimum attendance requirements, a student shall not be counted as present for a class if the student misses more than fifteen percent (15%) of the class, whether through tardiness or early departure.
 - ii. Students suspended from school will not be marked absent.
 - iii. Students who are not in class due to a school related activity such as sporting events, field trips, AP exams, music lessons, or any other such reasons approved by the building administrator will not be marked absent.
- b. In order to prevent loss of credit for failure to attend, the district will take the following steps:
 - i. The parent(s) and/or person in parental relationship will be notified by an automated phone message when the student is marked absent.
 - ii. After a student has been marked absent for the third time in a class, the instructor shall attempt to notify the student and his/her parent(s) or person in parental relation, informing them of the attendance policy in regards to course credit as well as the importance of class attendance. The teacher will document the notification.
 - iii. A student and his/her parent(s) or persons in parental relation will be advised each marking period as to the status of their student's attendance. This notification will be included on the student's progress report. [The school's attendance policy regarding course credit and the actual number of classes the student may miss before forfeiting the right to earn credit is published in the student handbook and on the progress report.]
- c. A student who would otherwise receive credit for a course if not for the student's failure to attend may appeal the loss of credit to the building administrator in accordance with established procedures.

2. Notice of Absences

Building administration will work with staff to implement parental notification procedures and when appropriate, will contact parents/persons in parental relation directly to discuss a child's absences, tardiness, and/or early departures, as well as the importance of class attendance and appropriate interventions.

3. Disciplinary Procedures

The pupil may be subject to disciplinary procedures for unexcused absence, tardiness, or early departure, including verbal and written warnings, detentions, in-school suspensions, and loss of extra-curricular privileges.

continued next page

Required notification of board policies, continued

4. Intervention Strategy Development

The Building Principal shall meet with other administrators, teachers, and support staff as the Principal determines necessary to review student attendance records, address identified patterns of unexcused pupil absence, tardiness and early departure, and review current building intervention strategies. When determined that existing intervention policies or practices are insufficient, the Principal shall share these findings with the Site-Based Team.

The Principal will also notify the Superintendent (or designee) prior to the annual review of the Comprehensive Student Attendance Policy.

F. Attendance Supervision

The Attendance Clerk, as directed by the Building Principal, is responsible for reviewing pupil attendance records and initiating appropriate action to address unexcused pupil absence, tardiness, and early departure consistent with the Comprehensive Attendance Policy.

5450.1: Notification of Sex Offenders

The Board of Education acknowledges the efforts of local law enforcement to notify the district when a person with a history of sex offenses against a child is being paroled or released into the community, in accordance with the provisions of the Sex Offender Registration Act, commonly known as Megan's Law. The purpose of this notification is to protect members of the community, particularly children, by notifying them of the presence of individuals in their midst who may present a danger. Consistent with its duty to protect students under its care, the district shall cooperate with local law enforcement agencies in this endeavor.

Any information provided by local law enforcement officials pursuant to Megan's Law shall be posted in an appropriate location in all school buildings. In addition, the Superintendent of Schools shall ensure the dissemination of any such information to all staff who might come into contact with the offender in the course of doing their jobs, including Building Principals, staff who issue visitors' passes, bus drivers, custodians, playground monitors, security personnel, and coaches. All other staff members and community residents shall be informed of the posting requirement for such information established by this policy and of the availability of the information, upon request. Community residents shall also be reminded of the security measures and personal safety instruction provided at school. All staff requests for information provided by the law enforcement agencies shall be directed to the Building Principal. Requests for information from community residents shall be directed to the District Clerk.

The Superintendent shall establish any necessary regulations for implementing this policy with the advice of the school attorney.

This policy shall be disseminated at least once a year to all district residents.

5500: Student Records

The Board of Education recognizes its legal responsibility to maintain the confidentiality of student records. As part of this responsibility, the Board will ensure that eligible students and parents/guardians have the right to inspect and review education records, the right to seek to amend education records and the right to have some control over the disclosure of information from the education record. The procedures for ensuring these rights shall be consistent with state and federal law, including Education Law § 2-d and the Family Educational Rights and Privacy Act of 1974 (FERPA) and its implementing regulations.

The Board also recognizes its responsibility to ensure the orderly retention and disposition of the district's student records in accordance with Schedule ED-1 as adopted by the Board in policy 1120.

The District will use reasonable methods to provide access to student educational records only to those authorized under the law and to authenticate the identity of the requestor. The district will document requests for and release of records, and retain the documentation in accordance with law. Furthermore, pursuant to Education Law § 2-d, the district will execute agreements with third-party contractors who collect, process, store, organize, manage or analyze student personally identifiable information (PII) to ensure that the contractors comply with the law in using appropriate means to safeguard the data.

The Superintendent of Schools shall be responsible for ensuring that all requirements under law and the Commissioner's regulations are carried out by the district.

Definitions

Authorized Representative: an authorized representative is any individual or entity designated by a State or local educational authority or a Federal agency headed by the Secretary, the Comptroller General or the Attorney General to carry out audits, evaluations, or enforcement or compliance activities relating to educational programs.

Education Records: means those records, in any format, directly related to the student and maintained by the district or by a party acting on behalf of the district, except:

- (a) records in the sole possession of the individual who made it and not accessible or revealed to any other person except a substitute (e.g. memory joggers);
- (b) records of the district's law enforcement unit;
- (c) grades on peer-graded papers before they are collected and recorded by a teacher.

Eligible student: a student who has reached the age of 18 or is attending postsecondary school

Legitimate educational interest: a school official has a legitimate educational interest if they need to review a student's record in order to fulfill his or her professional responsibilities.

Personally identifiable information: is information that would allow a reasonable person in the school or its community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty. Such data might include social security number, student identification number, parents' name and/or address, a biometric record, etc.

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

Third party contractor: is any person or entity, other than an educational agency, that receives student data or teacher or principal data from an educational agency pursuant to a contract or other written agreement for purposes of providing services to such educational agency, including but not limited to data management or storage services, instructional programs, conducting studies or audit or evaluation of publicly funded programs.

Annual Notification

At the beginning of each school year, the district will publish a notification that informs parents, guardians and students currently in attendance of their rights under FERPA and the procedures for exercising those rights. A 'Parents Bill of Rights for Data Privacy and Security' will be posted on the district website and included in any agreements with third-party contractors. The notice and 'Bill of Rights' may be published in a newspaper, handbook or other school bulletin or publication. The notice and 'Bill of Rights' will also be provided to parents, guardians, and students who enroll during the school year.

The notice and 'Bill of Rights' will include a statement that the parent/guardian or eligible student has a right to:

1. inspect and review the student's education records;
2. request that records be amended to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy rights;
3. consent to disclosure of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent; and
4. file a complaint with the United States Department of Education alleging failure of the district to comply with FERPA and its regulations.

The annual notice and 'Bill of Rights' will inform parents/guardians and students:

1. that it is the district's policy to disclose personally identifiable information from student records, without consent, to other school officials within the district whom the district has determined to have legitimate educational interests.
2. that, upon request, the district will disclose education records without consent to officials of another school district in which a student seeks to or intends to enroll or is actually enrolled.
3. that personally identifiable information will be released to authorized representatives of third party contractors as defined above for the purposes of educational program audit, evaluation, enforcement or compliance purposes.

Required notification of board policies, continued

4. that the district, at its discretion, releases directory information (see definition below) without prior consent, unless the parent/guardian or eligible student has exercised their right to prohibit release of the information without prior written consent. The district will not sell directory information.
5. that, upon request, the district will disclose a high school student's name, address and telephone number to military recruiters and institutions of higher learning unless the parent or secondary school student exercises their right to prohibit release of the information without prior written consent.
6. of the procedure for exercising the right to inspect, review and request amendment of student records.
7. that the district will provide information as a supplement to the 'Parents' Bill of Rights' about third parties with which the district contracts that use or have access to personally identifiable student data.

The district may also release student education records, or the personally identifiable information contained within, without consent, where permitted under federal law and regulation. For a complete list of exceptions to FERPA's prior consent requirements see accompanying regulation 5500-R, Section 5.

The district will provide translations of this notice, where necessary, to parents, guardians and students in their native language or dominant mode of communication.

In the absence of the parent or secondary school student exercising their right to opt out of the release of information to the military, the district is required to, under federal law, release the information indicated in number five (5) above.

Directory Information

The Board designates certain categories of information as "directory" information: student name, address (except information about a homeless student's living situation, as described below), telephone number, date and place of birth, major course of study, participation in school activities or sports, weight and height if a member of an athletic team, dates of attendance, degrees and awards received, most recent school attended, class schedule, photograph, including video recordings, and e-mail address.

Information about a homeless student's living situation shall be treated as a student educational record, and shall not be deemed directory information. A parent/guardian or eligible student may elect, but cannot be compelled, to consent to release of a student's address information in the same way they would for other student education records. The district's McKinney-Vento liaison shall take reasonable measures to provide homeless students with information on educational, employment, or other postsecondary opportunities and other beneficial activities. The district permits the parent/guardian to select the school's address as the student's address for purposes of directory information.

Social security numbers, student identification numbers or other personally identifiable information will not be considered directory information.

Once the proper FERPA notification is given by the district, a parent/guardian or eligible student will have 14 days to notify the district of any objections they have to any of the "directory information" designations. If no objection is received, the district may release this information without prior approval of the parent/guardian or eligible student for the release. Once the eligible student or parent/guardian provides the "opt-out," it will remain in effect after the student is no longer enrolled in the school district.

The district may elect to provide a single notice regarding both directory information and information disclosed to military recruiters and institutions of higher education.

8505: Charging of School Meals

The Board of Education recognizes that on occasion, students may not have enough funds for a meal. To ensure that students do not go hungry, the Board will allow students who do not have enough funds to "charge" the cost of reimbursable meals to be paid back at a later date subject to the terms in this policy. Extra items such as à la carte items and snacks may not be charged.

Charged meals must be counted and claimed for reimbursement on the day that the student charged (received) the meal, not the day that the charge is paid back. When charges are paid, the monies are not to be considered "à la carte" transactions, as a section on the daily cash report or deposit summary reads "charges paid."

Parents/guardians will be notified that a student's account balance is exhausted and has accrued meal charges within five days of a charge, and regularly thereafter until the account is replenished. When a student's account reflects three outstanding meal charges, the District's Food Service Department will notify (or attempt to notify) the parents/guardians of the outstanding balance, the process to refill the account, and the District's policy on charging school meals. When a student's account reflects five outstanding meal charges, a building administrator or designee will contact the parents/guardians. Notification may continue regularly until the account is replenished. Parents/guardians must repay all unpaid charges remaining at the end of the year or before their child leaves the District, whichever occurs first.

Students shall not be denied a reimbursable meal, even if they have accrued a negative balance from other cafeteria purchases, unless the parent/guardian has provided written permission to the school to withhold a meal. No student with unpaid charges will be prohibited from purchasing food if they have money on a particular day.

Students who cannot pay for a meal or who have unpaid meal debt shall not be publicly identified or stigmatized (including wristbands or hand stamps), required to do chores or work to pay for meals, or have meals thrown away after they have been served. District staff shall not discuss a student's unpaid meal debt in front of other students. The District shall not take any action directed at a student to collect unpaid school meal fees. However, District personnel may discretely notify students of their account balances, and that certain items (e.g., à la carte, etc.) cannot be provided with charged meals.

The District shall discretely notify parents/guardians of students with negative balances of at least five meals, determine if the student is directly certified to be eligible for free meals, and attempt to reach the parent/guardian to assist them in the application process for free and/or reduced price meals, and determine if there are other issues within the household causing the insufficient funds and offer appropriate assistance. If a parent/guardian regularly fails to provide meal money and does not qualify for free or reduced price meals, the District may take other actions as appropriate, including notifying the local department of social services if neglect is suspected.

If a student is suspected of abusing this policy, written notice will be provided to the parent/guardian.

The District will notify all parents/guardians of this policy in writing on an annual basis at the start of the school year and when families transfer during the year. The policy shall also be published in appropriate school and District publications. All staff involved in implementing and enforcing this policy shall also be notified of these requirements and their responsibilities. The District's enrollment process shall include the application process for free and reduced price meals. If the District becomes aware that a student is so eligible, it shall file an application for the student. Staff responsible for assisting foster, homeless and migrant students shall coordinate with the food services staff to ensure such students receive free school meals.

Unpaid Meal Charges and Debt Collection

Unpaid meal charges are a financial burden to the District and taxpayers and can negatively affect the school program. Unpaid meal charges shall be considered "delinquent" as per the District's accounting practices. The District shall attempt to recover unpaid meal charges before the end of the school year, but may continue efforts into the next school year. The District shall notify parents/guardians of unpaid meal charges at regular intervals, and District staff may engage in collection activities. The District may not charge fees or interest and shall offer repayment plans, and may take other actions that do not result in harm or shame to the child, until unpaid charges are paid.

Account Balances

Remaining funds will be carried over to the next school year. When students leave the District or graduate, a written request from a student's parent/guardian for a refund of any remaining funds may be submitted. Parents/guardians may request that funds be transferred to other students (e.g., siblings, unpaid accounts). All transfer requests must be in writing. Unclaimed funds remaining after one school year shall be absorbed by the school meal account.

Staff

Staff members are allowed to purchase food from the District's food services. However, all purchases must be paid for at the point of sale. Staff members are not allowed to charge meals to be repaid later.

All District personnel with responsibilities under this policy will be trained in the provisions of this policy and the requirements of Education Law Section 908 on an annual basis.

To view all the district's policies...

- Go to the Board of Education Site at <https://horseheadsdistrict.com/BOE.cfm>.
- In the More Information box, click on 'Board Documents (agendas, minutes, policies, etc.)'
- Click on the Policies tab at the top right.

Questions? Email hcsdinfo@horseheadsdistrict.com or call (607) 739-5601, x4201.



Office of Children and Family Services

To report child abuse or neglect, call toll free **1-800-342-3720** or go to ocfs.ny.gov/main/cps

Public Notice

The Horseheads Central School District has completed the inspection of all schools and buildings to determine the condition of asbestos that is present, and whether any action is required to avoid potential health hazards for students, employees and visitors.

A management plan has been developed in accordance with the Asbestos Hazard Emergency Response Act (AHERA), to ensure the continued provision and maintenance of a safe environment for students, employees and visitors.

The management plan includes training of maintenance staff to prevent disturbance of asbestos, periodic re-inspection, surveillance, and limited abatement by trained personnel.

Please note that the comprehensive, triennial inspection occurs once every three years. A surveillance inspection of the asbestos containing building materials occurs every six months, typically during the months of January/February and July/August. Monitoring of these building materials occurs on a continuing basis.

A copy of the management plan is available at the district maintenance office. If you would like further information regarding this matter, please contact Tony Stager, health and safety hygienist, at (607) 795-2592.

Child Find Notice

Notice is hereby given to all district residents with children between birth and age 21: If your child is disabled or you suspect s/he may be disabled, you may be entitled to special education and related services without cost to you.

Please contact the Student Services Office at 739-5601, x4301, to register your child or to obtain further information.

This notice is in compliance with IDEA Child Find requirements, Educational Law 4402 (1) (a).

Please send us information

If you live in the district and have a young child, share your child's information with us so that we can contact you when your child is eligible for pre-kindergarten and kindergarten.

Please send your child's name, birthdate, parent(s)' name(s), address, and phone number to hcsdinfo@horseheadsdistrict.com.

Questions? E-mail or call 739-5601, x4251.

Reminder to parents...

If you move within the district, we require two proofs of residency when you submit the address change. We accept the following:

- Bank contract or mortgage agreement with name and address showing home purchase
- Signed rent or lease agreement with landlord's name, address, and telephone number, or DSS processed landlord statement
- Most recent utility bill (electric, phone, etc)
- Receipt for gas/electric/phone service
- Driver's license or state ID card with picture showing current district address
- Currently active bank account/checkbook statement with name and address imprinted
- Payroll stub with address

Questions? Call 739-5601, x4251.

Learn more about the district...

- Visit www.horseheadsdistrict.com
- Like us on Facebook - district and our schools
- Follow us on Twitter: *HhdsSchools*
- Follow us on Instagram: *hhdsschools*

Horseheads Central School District Census 2021

As required by state law, the Horseheads Central School District is conducting a district-wide census of homes with and without children. We ask that the head of the household provide the information below on all persons living in the home and return the form to the main office of any district school. You may also mail it to the Student Services Office, One Raider Lane, Horseheads, NY, 14845; or e-mail it to hcsdinfo@horseheads-district.com; or fax it to 795-2445. **If you have children of any age, please return this form.** Questions? Call 739-5601, x4251. Thank you.

Address:

Street Number Street City State Zip

Adults (age 21 and older):

Full Name: _____ M _____ F _____ DOB: _____

Race/Ethnicity: _____ Limited English Proficiency? Yes _____ No _____

Full Name: _____ M _____ F _____ DOB: _____

Race/Ethnicity: _____ Limited English Proficiency? Yes _____ No _____

Full Name: _____ M _____ F _____ DOB: _____

Race/Ethnicity: _____ Limited English Proficiency? Yes _____ No _____

Children (under age 21)

(If there are no children, please state "No Children"; if more than four children, attach additional sheet):

Full Name: _____ M _____ F _____ DOB: _____

School/Placement Location (if applicable): _____ Grade: _____

Special Needs (if applicable, describe): _____

Race/Ethnicity: _____ Limited English Proficiency? Yes _____ No _____

Full Name: _____ M _____ F _____ DOB: _____

School/Placement Location (if applicable): _____ Grade: _____

Special Needs (if applicable, describe): _____

Race/Ethnicity: _____ Limited English Proficiency? Yes _____ No _____

Full Name: _____ M _____ F _____ DOB: _____

School/Placement Location (if applicable): _____ Grade: _____

Special Needs (if applicable, describe): _____

Race/Ethnicity: _____ Limited English Proficiency? Yes _____ No _____

Full Name: _____ M _____ F _____ DOB: _____

School/Placement Location (if applicable): _____ Grade: _____

Special Needs (if applicable, describe): _____

Race/Ethnicity: _____ Limited English Proficiency? Yes _____ No _____

If any child is of school age but not receiving an appropriate education, please describe the reason(s):

Events

October 22	Homecoming Football Game, 7pm; Gardner Rd Fall Festival, 5:30pm
October 26	High School Chorale/Concert Choir/Fall Band/Orchestra Concert, 7:30pm, Aud.
November 2	Big Flats PTO, 6pm; Center St PTO, 6:30pm
November 4	High School National Honor Society Induction Ceremony, 7pm
November 5	Center Street Veterans Celebration; grades 3-6 marking period ends
November 9	Intermediate School PTO, 6:30pm; Ridge Rd PTO, 6:30pm
November 10	Gardner Rd Veterans Celebration; Big Flats Spelling Bee, 6:30pm
November 11	Veterans Day - No School
November 12	Grade 3-6 Report Cards; Middle/High school marking periods end; Ridge Rd Veterans Celebration
November 16	Middle School Concert Band/Orchestra/Select Choir Concert, 7:30pm, High School Aud
November 16-18	Half Day, PreK-6; Parent-Teacher Conf (pm)
November 18	Board of Education Meeting, 6pm
November 23	High School Report Cards
November 24-26	No School - Thanksgiving Recess

Horseheads Central School District
One Raider Lane • Horseheads, NY 14845
(607) 739-5601, x4295

Non-Profit Org.
U.S. Postage
PAID
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Elmira, NY

GRP to present *All Together Now*

The High School Greenroom Players will participate in *All Together Now*, a global event celebrating local theater November 12 and 13. Look for more information as the dates get closer, or email the district at hcsdinfo@horseheads-district.com.



Employment opportunities

The district is accepting applications for cleaners, food service helpers, bus drivers, substitutes, and other positions at any time. Other positions are publicized when they become open.

For more information on employment opportunities and to apply for a position, please visit our website at <https://horseheadsdistrict.com/employment.cfm>.

Questions? Call 607-739-5601, x4211 or x4212, or email hcsdinfo@horseheadsdistrict.com.

Board of Education

Kristine Dale, President;
Brian Lynch, Vice President;
Kevin Adams; Tom Casey; Daniel Christmas;
Warren Conklin; Mary Anne Corbett; Sheila Javed; Doug Johnson; Caitlyn O'Dell (student representative)

Superintendent

Dr. Thomas J. Douglas

Contact

Susan Pirozzolo, (607) 739-5601, x4295
supirozz@horseheadsdistrict.com