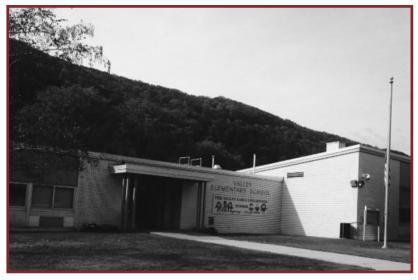
## ADDISON CENTRAL SCHOOL DISTRICT











2024-2025 DISTRICT HANDBOOK/CALENDAR

### Welcome to the 2024-25 School Year

#### Addison CSD Community:

As you might imagine, the district is hard at work preparing and eager for the return of our students in September. Additionally, the district is greatly appreciative of the efforts of all faculty, staff and administration throughout the summer so that we are ready to welcome our students back when school begins.

As you may recall, the district reviewed and revised its Strategic Plan during the 2022-23 school year, and it is provided on the next page for your reference. The district began working toward the updated goals during the 2023-24 school year and will continue its efforts during the 2024-25 school year to achieve our mission and goals, realize our vision, and fulfill our commitment to student success. As the newly appointed Superintendent of ACS, I look forward to continuing to collaborate with colleagues throughout the district, as well as with our families and community members in this regard.

Best wishes to all of our students and families and all the best for an outstanding 2024-25 school year!

Sincerely, Jim Peiffer, Superintendent of Schools











## Addison Central School District Strategic Plan

#### Mission Statement

We will provide students with a safe, engaging, and challenging learning environment in order that they are prepared for success in a global society.

#### Vision Statement

In order to achieve our Mission, we will establish positive relationships within the school and community in order to provide superior, innovative educational opportunities that promote lifelong learning.

#### **Core Value Statements**

We believe:

- Students are the primary focus of all our efforts in and out of the classroom.
- A safe and secure learning environment (social, emotional and physical) is a right and a responsibility of all.
- Family, community and school partnerships are essential to student success and the development of citizenship.
- In the commitment to personal growth and lifelong learning through a persistent pursuit of individualized achievement for all students.
- Effective and respectful communications are critical to student success.

#### <u>Goals</u>

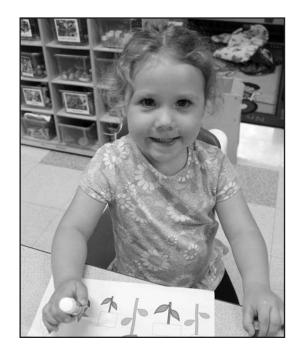
**GOAL 1** – Enhanced Learning Outcomes: By June 2028 the academic program of the school district will be strengthened by the following efforts pertaining to both academics as well as social-emotional health and well-being: The development and implementation of guaranteed and viable curricula in all content areas, PreK-12; continued implementation of research- and evidence-based instructional strategies; development and implementation of a balanced and coherent system of assessment; continued development and implementation of a multitiered system of supports aligned to the outcomes within the guaranteed and viable curricula. Additionally, the District will continue to maximize vocational as well as college preparatory learning opportunities for students.

GOAL 2 – Enhanced School-Home Connections: By June 2028, the District will have enhanced school-home connections through effective communication, relationship building opportunities, as well as supporting students and families through program transitions.

GOAL 3 – Student Development and Support Services: By June 2028, the Addison Central School District will have enhanced its student development and support services resulting in the maintenance and improvement of the emotional health and academic performance of all students, grades PreK-12.

GOAL 4 – Non-Instructional Support Initiatives: By June 2028, the Addison Central School District will have maintained and improved the non-instructional support of its academic and co-curricular programs by the completion of safety and security activities, the continuation of the implementation and review of the long range facilities plan, the creation and implementation of a long range financial plan, and completing a full review of all Board of Education policies and Administrative Regulations.

<u>GOAL 5</u> – By June 2028, the District will improve its effectiveness and efficiency in the area of human resources and staff relations by instituting improved human resources processes and procedures for all new and current staff.



#### Welcome to the Addison Central School District

Addison Central School serves approximately 1,000 students in one PreK school, one elementary school and one middle-high school building. Our staff is composed of approximately 126 full and part-time certificated employees and 114 support staff members. The administrative team includes the superintendent, executive director of curriculum and instruction, high school principal, middle school principal, elementary school principal, early childhood school principal, supervisor of special education and an executive director of finance and operations. Our district strives to ensure the success of our students academically, as well as socially and emotionally.

The district is generally residential and agricultural. Settled in the late 1700s and early 1800s, the Addison area is comprised of rural communities that have maintained their charming identity and quaintness in the rolling hills of New York State's Southern Tier. The area is noted for its outdoor recreational opportunities, including hunting, fishing, camping and boating. There are



several 18-hole golf courses nearby. The Pinnacle State Park and forest preserves are within district boundaries and the NYS Finger Lakes are within reasonable proximity.

Major shopping areas are within a 40-minute drive in the greater Corning-Elmira area. The district is a short drive from the Corning Museum of Glass, one of New York State's largest tourist attractions. Many cultural opportunities are available in the Corning and Elmira areas.



Several higher education institutions are nearby, including Cornell University, Ithaca College, Elmira College, Binghamton University, Corning Community College, Keuka College, Alfred University and Alfred State College.

Our proximity to scenic waterways, major interstate highways and regional airports add to the convenience of finding us, visiting us and living with us.



The district continues to be financially stable, has employed sound fiscal policies, has greatly improved facilities and has systematically established and contributed to reserve funds for the future.



#### **Our Schools**

#### *Grades 9–12*

At Addison High School, we're all about helping students reach their full potential, both academically and personally. We want every student to graduate with the skills they need for college and their future careers. Our focus is on quality teaching, meaningful assessments, and student growth—every single day. We've got a range of challenging courses and support plans in place to ensure everyone can succeed.

If students are having a tough time academically, our intervention process is there to offer extra support and guidance from our staff.

Beyond academics, we also emphasize positive behavior through our Restorative Practices. Through these relationship building strategies, we are able to teach students the importance of being respectful, responsible, and safe. We believe that strong character and a solid work ethic are just as important as academic skills in preparing for college and future careers.

At Addison High School, students can push themselves with advanced courses like ACE, AP, and a variety of electives. For those who prefer hands-on learning, our Career and Technical Education programs through GST BOCES offer real-world experiences. Plus, we provide plenty of opportunities for students to succeed outside the classroom too. We offer numerous extracurricular activities including athletics, clubs, organizations and public service groups. It is our goal to prepare our students to be ready for what the world has to offer them.

#### Grades 6-8

The Addison Middle School's primary focus is its students, recognizing that students come to school with distinctive strengths, challenges and needs. Our goal is to provide an environment where students build on their personal strengths and continue to grow academically and emotionally. In the middle school, students experience a wide range of subjects where teachers take into consideration the special developmental needs of early adolescence. We promote engagement in the learning process and personal connections to students, which makes the middle school a community of learners who are connected to one another.

The middle school is committed to making decisions that are in the best interest of the Addison middle level learners, striving to ensure safety while promoting self-discipline and a strong work ethic. The middle school joins the parents and community to assist students in developing skills to contribute responsibly in our community, striving to create life-long global citizens.

#### Grades K-5

The Tuscarora Elementary School is committed to the lifelong success of every child. We encourage all students to think, act, perform and learn to their greatest potential. Our students at all grade levels and classes are involved in a variety of learning experiences and activities designed to create engagement in learning. We promote strong, healthy and positive relationships, and maintain a culture of high expectations so each student can be prepared for the academic challenges ahead of them, as well as have the skills required for work and life. We follow the Knight's Honor Code and emphasize behavioral expectations through our Positive

Behavior Intervention Support (PBIS) strategies and events throughout the school year. Tuscarora Elementary aligns all we do through a variety of instructional practices, events and assemblies encompassing all of our positive belief systems, citizenship and a strong work ethic. Tuscarora Elementary continues to build on a solid foundation of Knight Pride.

#### Grade PK

The Valley Early Childhood School is committed to a strong foundation for our youngest Knights. District three- and four-year-old children have the opportunity to attend a full-day program in a socially and developmentally-appropriate educational setting. We operate a strong academically-based program that prepares every child to become Kindergarten-ready.

This program is free of charge to residents of our district, has transportation shuttles from various locations and has certified teachers in every classroom. The Addison Central School District administration and staff, in collaboration with the Jennie Mose Family Resource Center, strongly support programming and events for our preschoolers. For more information call Emily Wright at 607-695-2636.



### The Board of Education

The Board of Education consists of seven members who are elected to serve five-year terms of office without pay. The Board has legal responsibility for the operation of the entire district. The Board establishes the policies under which the school district operates. The Superintendent of Schools is responsible for administrating the school program within the context of these policies.

Board of Education meetings are generally held on the fourth Tuesday of each month. The meetings are usually held in the high school cafeteria. The agenda includes items that require official action by the Board of Education, as well as recognitions. Meetings include a public forum, a way to communicate with the Board about agenda items. Announcements of Board of Education meetings can be found in the *Addison Post*, *The Leader* and on the district website at <a href="https://www.addisoncsd.org">www.addisoncsd.org</a>. The Board of Education encourages public attendance at all meetings.

Any voter of the district may be a candidate for the Board in the spring by submitting a petition signed by at least 25 district voters and have filed it with the District Clerk 30 days before the Board of Education election.

#### The 2024-25 Board of Education Members are:

#### President

Marty Wheeler

#### Vice President

James Mosher

#### **Trustees**

Derek Burrell • Jeredd Dennis • Deborah Finamore-Flint • James Mitchell • Alan Specht



### **School Tax Information**

For information on school taxes:

- Go to www.addisoncsd.org
- Click on "District" > "Business/Financial Office" > then on "Addison School Taxes"
- Click on how you wish to access the information. Options are to choose by Owner's Last Name, Tax Map Number, Street Address or by Bill Number.



District website: www.addisoncsd.org

### **District Information**

#### Superintendent's Office

7 Čleveland Drive, Suite 101 Addison, New York 14801 Phone: 607-359-2244

Fax: 607-359-4480

Hours of Operation: 7:00 a.m.-3:30 p.m.

Superintendent: Jim Peiffer Administrative Assistant to the Superintendent and District Clerk:

Kristie Mather

#### **Business Office**

7 Cleveland Drive, Suite 101 Addison, New York 14801 Phone: 607-359-2245

Fax: 607-359-4480

Hours of Operation: 7:30 a.m.-4:00 p.m.

Executive Director of Finance and

**Operations:** Rich Everly

Administrative Assistant: Catie Swarts Co-District Treasurer: Patty Bilinski





#### Food Service Department

1 Colwell Street Addison, New York 14801

Phone: 607-359-1113 or 607-359-1124

Fax: 607-359-2226

Hours of Operation: 6:00 a.m.–2:30 p.m. **Food Service Manager:** Pamela Drumm

Food Service Assistant Manager:

Julie Mitchell

#### Office of Curriculum and Instruction

7 Cleveland Drive, Suite 101 Addison, New York 14801

Phone: 607-359-2090 Fax: 607-359-4480

Hours of Operation: 7:00 a.m.-3:30 p.m. Executive Director of Curriculum and

Instruction: TBD

Administrative Assistant: Elisabeth Newell

**Director of Technology:** Avery Forcier-Rodabaugh Phone: 607-359-1231

#### Transportation Department

14 Cleveland Drive

Addison, New York 14801

Phone: 607-359-2415 Fax: 607-359-2458

Hours of Operation: 6:00 a.m.-4:15 p.m. **Director of Transportation:** Leo Eldridge

Director of Transportation Clerk:

Kathryn Martin

Head Bus Driver/Mechanic: Christopher Goll

#### **Buildings and Grounds Department**

7787 State Route 417 Addison, New York 14801 Phone: 607-359-3306

Fax: 607-359-3228

Hours of Operation: 7:00 a.m.–4:00 p.m.

**Director of Facilities:** Kress Foster **Shipping / Receiving and Records:** 

Kelly Maricle

Phone: 607-359-2031



### **Building Information**

#### Tuscarora Elementary School (Grades K – 5)

7 Cleveland Drive

Addison, New York 14801

Phone: 607-359-2261 Fax: 607-359-4507

Hours of Operation: 7:00 a.m.-4:00 p.m. Morning Supervision: 7:30 a.m.-8:00 a.m.

School Hours: 8:00 a.m.-2:30 p.m.

Principal: Rachelle Simmons

Assistant Principal: Stacy Richmond K-12 Social Worker: Brittany Butler School Counselor: Mina Barron

**Nurse:** Jessica Robie, RN Lisa Housel, LPN

Administrative Assistants: Katelyn Force

Dyenne Perkins



## Valley Early Childhood School (PK 3-4 Year Olds)

6786 County Route 119

Cameron Mills, New York 14820

Phone: 607-695-2636 Fax: 607-695-2429

Hours of Operation: 7:30 a.m.-3:30 p.m.

School Hours: 8:40 a.m.-1:40 p.m.

Principal: Emily Wright

Administrative Assistant: Annette Buckley

**Head Teachers:** Teresa Duell Allison Beaver

Nurse: Deborah Bump-Brown, RN

#### Jennie Mose Family Resource Center

14 South Street Addison, NY 14801 Phone: 359-3839

Parent Center Director: Heather Balch

#### Middle School (Grades 6-8)

1 Colwell Street

Addison, New York 14801

Phone: 607-359-1114 Fax: 607-359-3443

Hours of Operation: 7:00 a.m.-4:00 p.m. School Hours: 8:00 a.m.-2:50 p.m. After School AIS: 3:00 p.m.-4:30 p.m.

**Principal:** Kris Benton

Dean of Students: David Newell

Administrative Assistant: Tina Dickerson

Counselor: Allison VanSant Nurse: Lenora Stuart, RN Jennifer Noto, LPN

#### High School (Grades 9-12)

1 Colwell Street

Addison, New York 14801

Phone: 607-359-2241 Fax: 607-359-3443

Hours of Operation: 7:00 a.m.-4:00 p.m. School Hours: 8:00 a.m.-2:50 p.m. After School AIS: 3:00 p.m.-4:30 p.m.

**Principal:** Christine Gill

Title IX Officers: Kris Benton

Rich Everly

#### Dean of Students and Athletic Director:

Corey Driskell

Administrative Assistants: Jodi Mayo

Samantha Havens

**School Counselors:** Mary Clark

Jill Winkky

Guidance Secretary (Grades 9-12): TBD

Nurse: Lenora Stuart, RN Jennifer Noto, LPN

Supervisor of Special Education: Emily Wright

**CSE Administrative Assistant:** 

Annette Buckley

**CSE and CPSE Chairperson:** Emily Wright

6786 County Route 119

Cameron Mills, New York 14820

Phone: 607-359-1111 Fax: 607-359-2067

#### Dignity for All Students (DASA)

**Coordinators:** 

Corey Driskell, David Newell, Mina Barron, Stacy Richmond, Emily Wright and Jim Peiffer

PreK-12 Registrar: Nicole Monroe

## Who Should I Contact?

We are committed to continuous improvement in effective communication and have developed this chart to help you determine who would be the appropriate staff member to best answer your questions or concerns:

Торіс	1st Contact	2nd Contact
Any issue regarding a student's academic progress in a class	Teacher of that particular class: Tuscarora: 359-2261 Middle School: 359-1114 Valley: 695-2636 High School: 359-2241	Valley Principal - 695-2636 Elementary Principal - 359-2261 Middle School Principal - 359-1114 High School Principal - 359-2241
Any issue regarding busing or transportation	District Transportation Department 359-2415	School Business Official 359-2245
Any issue regarding food service or student lunch accounts	Food Service Department 359-1113 or 359-1124	School Business Official 359-2245
Any issue regarding student attendance	Particular School's Main Office Tuscarora: 359-2261 Middle School: 359-1114 Valley: 695-2636 High School: 359-1104	Particular School's Main Office Tuscarora: 359-2261 Middle School: 359-1114 Valley: 695-2636 High School: 359-2241
Concerns about social, emotional or development issues for your child	School Social Worker 359-2261 ext. 1226	Particular School's Main Office Tuscarora: 359-2261 Middle School: 359-1114 Valley: 695-2636 High School: 359-2241
Concerns about medical issues regarding your student	School Nurse Valley: 359-1270 Tuscarora: 359-1217 or 359-1218 Middle\High School: 359-1110 or 359-1134	Particular School's Main Office Tuscarora: 359-2261 Middle School: 359-1114 Valley: 695-2636 High School: 359-2241
Any issue regarding special education services	District Special Education Office 359-1111	Elementary Principal - 359-2261 Middle School Principal - 359-1114 High School Principal - 359-2241
Any issue relating to technology	Director of Technology – 359-1231	Particular School's Main Office Tuscarora: 359-2261 Middle School: 359-1114 Valley: 695-2636 High School: 359-2241
Any issue regarding athletics	Coach for that particular sport	District Athletic Director - 359-1102
Any issue regarding extra-curricular activities or clubs	Club Advisor	Elementary Principal - 359-2261 Middle School Principal - 359-1114 High School Principal - 359-2241
Use of any District facility	District Facilities Department - 359-3306	Elementary Principal - 359-2261 Middle School Principal - 359-1114 High School Principal - 359-2241
Any issue regarding the school calendar	Particular School's Main Office	Elementary Principal - 359-2261 Middle School Principal - 359-1114 High School Principal - 359-2241
Any issue regarding Board of Education Policy	District Clerk - 359-2244	Superintendent 359-2244

## Important Dates to Remember

SEPTEMBER							
Mon	Tues	Wed	Thur	Fri			
2	3	4	5	6			
9	10	11	12	13			
16	17	18	19	20			
23	24	25	26	27			
30							

	FEBRUARY						
Mon	Tues	Wed	Thur	Fri			
3	4	5	6	7			
10	11	12	13	14			
17	18	19	20	21			
24	25	26	27	28			

	OCTOBER						
Mon	Tues	Wed	Thur	Fri			
	1 2 3		3	4			
7	8	9	10	11 *			
14	15	16	17	18			
21	22	23	24	25			
28	29	30	31				

	MARCH						
Mon	Tues	Wed	Thur	Fri			
3	4 5		6	7			
10	11 12		13	14			
17	18	19	20	21			
24	25 26		27	28			
31							

NOVEMBER						
Mon	Tues	Wed	Thur	Fri		
				1		
4	5	6	7	8		
11	12	13	14	15		
18	3 19		21	22		
25 **	26	27	28	29		

	APRIL						
Mon	n Tues Wed Thur		Fri				
	1 2 3		3	4			
7	8	9 10		11			
14	15	16 17		18			
21	22	23	24	25			
28 29		30					

	DECEMBER						
Mon	Tues	Wed	Thur	Fri			
2	3	3 4		6			
9	10	11	12	13			
16	17	18	19	20			
23	24	25	26	27			
30	31						

MAY						
Mon	Tues	Wed	Thur	Fri		
			1	2		
5	6	7	8	9		
12	13	14	15	16		
19	20	21	22	23		
26	27	28	29	30		

JANUARY							
Mon	Tues	Wed	Thur	Fri			
		1	2	3			
6	7	8	9	10			
13	14	15	16	17			
20	21 R	22 R	23 R	24 R			
27	28	29	30	31			

JUNE									
Mo	on	Tu	es	Wed		Thur		Fri	
2		3		4		5		6	
9		10	R	11	R	12		13	
16		17		18		19		20	
			R		R				R
23		24		25		26	***	27	***
	R		R		R				
30									

Important Information						
September 5, 2024 School starts for all students						
Holidays - School NOT in s	<u>ession</u>					
September 2, 2024	Labor Day					
October 14, 2024	Columbus Day / Indigenous Peoples' Day					
November 11, 2024	Veterans Day					
November 27-29, 2024	Thanksgiving Recess					
Dec. 23, 2024-Jan. 3, 2025	Winter Recess					
January 20, 2025	Martin Luther King Jr. Day					
January 29, 2025	Asian Lunar New Year					
February 17-21, 2025	Mid-Winter Recess					
April 14-18, 2025	Spring Recess					
May 26, 2025	Memorial Day					
June 19, 2025	Juneteenth					

Conference Days - Students NOT in session					
September 3, 2024 Conference Day					
September 4, 2024 Conference Day					
January 27, 2025	Conference Day				
March 24, 2025	Conference Day				

*Emergency Early Release Day	
October 11, 2024 will be the emergency early release day.	
Students will be dismissed early.	

Half Day Sessions - Staff Development - Early Dismissal						
November 1, 2024 Staff Development (K-12)						
January 24, 2025 Staff Development (K-12)						
May 2, 2025 Staff Development (K-12)						

Half Day Sessions - Parent Teacher Conferences - Early Dismissal					
Conferences will be in the afternoon					
November 22, 2024 Parent Teacher Conferences (K-12)					
November 26, 2024	Parent Teacher Conferences (K-12)				
November 26, 2024	VALLEY - NO SCHOOL				

**Parent Teacher Conferences - Evening Session						
November 25, 2024	November 25, 2024 Parent Teacher Conferences (Pre K-12)					
**conferences will be held from 4:30pm to 7:30pm						

Snow/Emergency Day(s)		Unused Dates Granted Back
Used		(dates in the order listed below)
0	$\rightarrow$	May 16, 2025 & May 23, 2025
1 or 2	$\rightarrow$	May 23, 2025
3 or more	$\rightarrow$	No additional days granted

Last Day for Elementary Students - June 27, 2025						
Graduation - June 27, 2025						
Number of Days Schoo	Lis	in Session				
September18 + 2	Π	February15				
October22		March20 + 1				
November17	November17 April17					
December15		May21				
January17 + 1 June19						
Total: 89 + 3 Total: 92 + 1						
Total: 181 + 4 = 185						

#### \*\*\*June 26 & 27, 2024 = Rating Days

Note! If we use more than five (5) emergency closing days, additional in-session school days will be made up on 4/18/2025 and 4/17/2025 - used in that order if necessary.

## New York State Learning Standards

Parents across New York want to know more about the New York State Learning Standards. Below you will find information about the standards.

The NEXT Generation Standards aim to reimagine the educational framework for English language arts and mathematics, with the goal of better supporting educators in their instructional practice and to provide additional guidance on achieving a vision of 21st century literacy. While the standards were designed to apply to the teaching and learning of all students in our state's schools and are the result of collaborative and deliberate efforts between a diverse range of instructional experts, school leaders and parents. It is the intention of the Board of Regents that these standards serve the intended function in our schools: preparing our students to become lifelong learners and thinkers, as well as active participants in civil, community and professional endeavors.

#### NEXT Generation English Language Arts Standards

The committees substantially revised the ELA standards across all grade levels to reduce repetition of standards and to ensure clarity, appropriateness and vertical alignment.

Significant changes to the ELA standards include:

- Adding Lifelong Practices of Readers and Writers to ensure students become lifelong learners who can effectively communicate.
- Merging the Reading for Information and Reading for Literature Standards to reduce repetitive standards, streamline classroom instruction and curriculum development,

- and ensure a healthy balance of both types of reading across all grades.
- Convening the New York State Early Learning Task Force to discuss concerns around the Prekindergarten-2 grades, including standards, program decisions, social emotional needs and how the content areas/domains work together in the early grades.
- Revising the Grade-Level Reading Expectations for Text Complexity to provide expectations over multiple grades and add a section about text complexity for each grade.
- Revising the Writing Standards so they are more user-friendly for educators to use for curriculum and instruction.
- Reducing the Number of Anchor Standards from 34 to 28 based upon concerns from educators that the standards were too numerous and at times repetitive.
- Creating a NY-Specific Introduction on How to Use the Standards to help inform local curriculum and instruction.
- Ensuring Literacy is Included in the Content Areas.

#### **NEXT Generation Mathematics Standards**

Seven grade band/course subcommittees (Prekindergarten-Grade 2, Grades 3-5, Grades 6-8, Algebra I, Algebra II, Geometry and Plus Standards) comprised of New York State P-12 classroom teachers, special education teachers, English language learner teachers, parents, curriculum specialists, school administrators and college professors discussed and made

recommendations for possible revisions or additions to the standards.

Significant changes to the mathematics standards include:

- Moving Standards to Different Grade
  Levels to improve the focus of major
  content and skills for each grade-level and
  course; providing more time for students to
  develop deep levels of understanding of
  grade-level appropriate content.
- Providing for Students to Explore Standards to ensure standards are grade-level appropriate.
- Clarification of Standards so that educators, students and parents more clearly understand the expectation, without limiting instructional flexibility.
- Adding and Consolidating Standards to improve coherence, focus and reduce redundancy among grade levels.
- Maintaining the Rigor of the Standards by balancing the need for conceptual understanding, procedural skill and application.
- Creating a Glossary of Verbs associated with the mathematics standards.

#### **Special Populations**

Rigorous ELA and mathematics standards require the ongoing engagement of all stakeholders in work that promotes and expands academic opportunities for ELLs/MLLs and SWDs.

## NEXT Generation Learning Standards, continued

#### Students with Disabilities and the Standards

It is essential that we have high expectations for students with disabilities in New York State (NYS). Students with disabilities must have opportunities to benefit from high quality instruction and to reach the same learning standards as all students. Under federal and state law, it is a fundamental right of students with disabilities to receive the same general education curriculum and content as all other students and to be provided appropriate services and supports (including accommodations, modifications, and scaffolding). The intensity of services and supports must be based on the individual needs of students with disabilities so that they can gain knowledge and skills as well as demonstrate what they have learned.

## New York State Social Studies Framework and Learning Standards

The New York State K-12 Social Studies Framework is designed to prepare students for college, careers, and civic life with courses that are rigorous and aligned to the New York State Learning Standards for Social Studies. The Framework is anchored in the New York State Standards for Literacy and Writing and New York State Learning Standards for Social Studies. These standards serve as a consistent set of expectations for what students should learn and be able to do, so that every student across New York State is prepared to be an active and engaged citizen who is ready to pursue college or a career. New York State has five specific content area standards for social studies, which are indicators of what students should learn and be able to do

upon completion of the K-12 Social Studies program:

## Standard 1: History of the United States and New York

Students will use a variety of intellectual skills to demonstrate their understanding of major ideas, eras, themes, developments, and turning points in the history of the United States and New York.

#### Standard 2: World History

Students will use a variety of intellectual skills to demonstrate their understanding of major ideas, eras, themes, developments, and turning points in world history and examine the broad sweep of history from a variety of perspectives.

#### Standard 3: Geography

Students will use a variety of intellectual skills to demonstrate their understanding of the geography of the interdependent world in which we live—local, national, and global—including the distribution of people, places, and environments over Earth's surface.

#### **Standard 4: Economics**

Students will use a variety of intellectual skills to demonstrate their understanding of how the United States and other societies develop economic systems and associated institutions to allocate scarce resources, how major decision-making units function in the United States and other national economies, and how an economy solves the scarcity problem through market and nonmarket mechanisms.

## Standard 5: Civics, Citizenship, and Government

Students will use a variety of intellectual skills to demonstrate their understanding of the necessity for establishing governments; the governmental systems of the United States and other nations; the United States Constitution; the basic civic values of American constitutional democracy; and the roles, rights and responsibilities of citizenship, including avenues of participation.

#### What are Social Studies Practices?

The Social Studies Practices represent the social science and historical thinking skills that students should develop throughout their K-12 education in order to be prepared for civic participation, college, and careers. The Practices were created based on the existing New York State Social Studies Learning Standards, the National Geography Standards, the historical thinking skills articulated within the new Advanced Placement World History Curriculum Framework, the Disciplinary Tools of Dimension 2 of the C3 Framework, National Council for the Social Studies Standards, and Habits of the Mind published by the National Council for History Education, Social Studies Practices are identified for each of the grades K-8, and then for the high school, and are found in the Framework documents. These practices are organized under the following headings:

- 1. Gathering, Interpreting and Using Evidence
- 2. Chronological Reasoning and Causation
- 3. Comparison and Contextualization
- 4. Geographic Reasoning
- 5. Economics and Economic Systems
- 6. Civic Participation

#### What are Key Ideas?

Key Ideas are aligned to the standards and represent enduring understandings that should be the focus of teaching and learning for each grade.

## NEXT Generation Learning Standards, continued

Key Ideas are designed to address larger social studies perspectives, trends, and issues.

#### What are Conceptual Understandings?

Conceptual Understandings are more specific statements designed to support each Key Idea. Each Key Idea is comprised of approximately two to seven conceptual understandings that are designed to support the larger Key Idea. Together, the Key Ideas and Conceptual Understandings represent the body of Social Studies concepts that should be the focus of teaching and learning.

#### What are Content Specifications?

Content specifications, crafted as "Students will..." statements, add further clarity and depth to the Conceptual Understanding by articulating specific content that can be taught to illuminate the Conceptual Understanding.

## New York State Science Learning Standards (NYSSLS)

New York State adopted the New York State Science Learning Standards (NYSSLS) in 2016, and is in the final years of fully implementing these performance expectations. The NYSSLS are based on the Framework for K–12 Science Education developed by the National Research Council, the Next Generation Science Standards, as well as guiding documents grounded in best practices and the most current research in science and scientific learning.

What is different about these performance expectations? These standards reflect the importance of every student's engagement with natural scientific phenomenon. They incorporate the three dimensions of learning: Disciplinary Core Ideas (science content), Science and

Engineering Practices (how we investigate scientific concepts), and Crosscutting Concepts (the lens with which we view our learning, and the thinking about and connections we make with our learning). In other words, students are no longer learning about science, they are doing science and conducting the investigations themselves!

The Disciplinary Core Ideas are built on the notion of learning as a developmental progression. They are designed to help children continually build on and revise their knowledge and abilities, starting from their curiosity about what they see around them and their initial conceptions about how the world works. Each of the four scientific domains (physical sciences, life sciences, earth and space sciences, and engineering are infused throughout the grade levels.

Science and Engineering Practices are the major practices that scientists employ as they investigate and build models and theories about the world as well as a key set of engineering practices that engineers use as they design and build systems. Students will use all eight of the practices at various times in their investigations.

- 1. Asking questions and defining problems
- 2. Developing and using models
- 3. Planning and carrying out investigations
- 4. Analyzing and interpreting data
- 5. Using mathematics and computational thinking
- 6. Constructing explanations and designing solutions
- 7. Engaging in argument from evidence
- 8. Obtaining, evaluating, and communicating information

Crosscutting Concepts are meant to give students an organizational structure to understand the world and help students make sense of and connect Core Ideas across disciplines and grade bands. They help students organize their thinking and deepen their understanding of phenomena by recognizing relationships that exist in the world around them. The seven concepts are listed below.

- 1. Patterns
- 2. Cause and Effect
- 3. Scale, Proportion, and Quantity
- 4. Systems and System Models
- 5. Energy and Mater in Systems
- 6. Structure and Function
- 7. Stability and Change of Systems
  More information on the NYSSLS can be
  found by visiting the New York State Education
  Department's website.



## Elementary and Secondary Education Act (ESEA) Reauthorization/ Every Student Succeeds Act (ESSA) & Title I Information

NYS has adopted the Every Student Succeeds Act (ESSA, formerly NCLB). This act establishes the following provisions:

- Standards must be aligned to college and career/technical education standards
- Standards must include no less than three levels of achievement
- Standards must include English language performance standards that assess the proficiency levels of English learners
- Standards do not have to be Common Core Learning Standards

**Title I:** Title I is a federal program that provides funding to schools to help students who are behind academically or at risk of falling behind. Funding is based on the number of low-income children in a school, generally those eligible for the free or reduced-price lunch program.

The purpose of Title I is to assist schools in improving student achievement, staff development and parental involvement. All public schools receiving Title I funds and district schools operating as school-wide programs utilize Title I funds to enhance the regular district instructional program.

#### Title I Parent and Family Engagement Policy:

The Board of Education recognizes the rights of parents/persons in parental relation to be fully informed of all information relevant to their children, including children who participate in programs and projects funded by Title I.

As a school district that receives Title I funding, we are required:

- To have meaningful involvement of parents.
- To develop a parent-teacher-students written compact agreement.
- To sponsor an annual meeting for all Title I parents.
- To utilize a percentage of Title I allocations for parental involvement.

Highly Qualified: ESSA requires all teachers to be "Highly Qualified." "Highly Qualified" means that newly hired teachers must be fully licensed and demonstrate subject area knowledge for each of the core subject areas they teach. In addition to new standards being established for teachers, teaching assistants must have a Teaching Assistant certificate, a high school degree and an associate's degree or two years of higher education or a formal assessment of their abilities.

Addison Central School District applies ESSA requirements to all newly-hired teachers and teaching assistants. In addition, all current teachers and teaching assistants are considered "Highly Qualified."

#### Notification to Parents of Teacher

**Qualifications:** As a school district that receives federal Title I funding under ESSA, Addison is required to notify parents of their right to know the professional qualifications of the classroom teachers who instruct their child(ren).

Addison Central School District is committed to providing quality instruction for all students and does so by employing the most qualified individuals to teach and support each student in the classroom. If you would like to receive more information regarding Title I and ESSA, please contact the executive director of finance and operations at 607-359-2245.

Academic Intervention Services: Under ESSA, any school district that receives Title I funds must provide Academic Intervention Services (AIS) during the regular school day.

Academic Intervention Services are services designed to help students achieve the learning standards in English language arts and mathematics in grades K-12. AIS services are designed to respond to student needs as indicated on state assessments, as well as district-approved procedures dealing with passing and failing that are consistent throughout the district at each grade level.

Students who perform at any of the levels or meet any of the criteria listed below are eligible to receive Academic Intervention Services (AIS):

- Students who score in levels 1 and 2 on any state assessment.
- Students who score below the approved local passing grade in a course or class (below 65%).
- Students who score below the approved state assessment performance level required for graduation.
- Students who perform below the fourth percentile on other standardized assessments.
- Recommendation from teachers, administrators, counselors, other school staff and/or parents.

### Title I Information, continued

Parents of eligible students, based on assessment results, will be notified in writing about the services being provided to their child and the criteria used to determine such services.

#### Homeless Students (McKinney-Vento Act):

Parents of homeless students and unaccompanied youths, youths not in the physical custody of a parent or guardian, are informed at the time of registration of their rights.

Students and parents are informed of the following rights:

- The right to attend the school they previously attended or a school in the district of current location.
- The right to be enrolled even though the admission requirements have not been completed and prior student records are not available.
- The right to transportation to and from school.
- Meals served through the school lunch program.

For additional information regarding homeless students, please contact Jim Peiffer, Homeless Liaison for Addison, at 607-359-2090.

New York State ESSA-funded Programs
Complaint Procedures: For complaint procedures, you may go to the school website and follow the link provided or go to:

http://www.nysed.gov/essa/new-york-state-essa-funded-programs-complaint-procedures

If you do not have access to the internet, you may request a printed copy of the complaint procedures from the District Office.

## **General Information (Alphabetical Listing)**

#### Attendance

Attendance and Excuses: It is very important for all students to be in school on time. The beginning sets the day – instructions are given and students get prepared. It also establishes habits that carry over into the work place. When absent or late to school, a written excuse from a parent/guardian is required.

• Excused Absences include: An absence, tardiness or early departure may be excused if due to personal illness, illness or death in the family, impassable roads due to inclement weather, religious observance, quarantine, required court appearances, attendance at health clinics or other medical visits, approved college visits, approved cooperative work programs, military obligations, absences approved by the principal, or other such reasons as may be approved by the Board of Education.

Building Use & Facilities Information

**Building Use:** Any organization that would like to use school facilities must fill out and have approval of a building use form. This form can be found at <a href="https://www.addisoncsd.org">www.addisoncsd.org</a> > Community > Building Use Form. This form can be submitted electronically. All users must provide appropriate insurance documentation.

Asbestos Hazard Emergency Response Act: The Asbestos Hazard Emergency Response Act (AHERA) requires school districts to inspect their buildings for asbestos-containing building

materials and develop, maintain and update an asbestos management plan. The school district must annually notify parents, teachers and employee organizations in writing of the availability of the management plan and planned, or in-progress inspections, re-inspections, response actions and post-response actions, including periodic re-inspection and surveillance activities.

Pesticide Application Notice: Written notice of pesticide applications that may take place during the school year is provided to all students, parents/guardians and staff at the beginning of the school year. All students, parents/guardians and staff are offered an opportunity to register to receive a written notice at least 48 hours prior to such application. Any questions or concerns may be sent to the Director of School Facilities at 359-3306.

#### <u>Code of Conduct – Abridged</u>

Code of Conduct Information: The Code of Conduct is distributed to all students and staff in all school buildings. This booklet contains very important information that all parents, students and staff should be aware of and that the district will strictly enforce. To obtain an official copy of the District Code of Conduct, please visit our website, call 607-359-2090 or contact your child's school.

"School property" means any building, field, playground, parking lot or form of transportation that belongs to the District.

#### <u>Code of Conduct – Abridged, continued</u> <u>Student Responsibilities</u> – All district students have the responsibility to:

- Contribute to maintaining a safe and orderly school environment that is conducive to learning and to show respect to other persons and to property.
- Be familiar with and abide by all district policies, rules and regulations dealing with student conduct.
- Attend school every day, unless they are legally excused, and be in class on time and prepared to learn.
- Respect one another and treat others fairly in accordance with the District Code of Conduct and the provisions of the Dignity Act.
- To conduct themselves in a manner that fosters an environment that is free from intimidation, harassment or discrimination.
- To report and encourage others, to report any incidents of intimidation, harassment or discrimination.
- Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible, including making healthy lifestyle choices.
- React to direction given by teachers and other school personnel in a respectful, positive manner.
- Work to develop healthy and safe ways to deal with stress or stressful situations.
- Ask guestions when they do not understand.
- Seek help in solving problems that might lead to discipline.

- Dress appropriately for school and school functions.
- Accept responsibility for their actions.
- Conduct themselves as representatives of the district when participating in or attending school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor and sportsmanship.
- Recognize if students choose to bring personal items (iPods, cell phones, cameras, money or other valuables, etc.) onto school property, the students are responsible for them. The Addison Central School District will not be held responsible for the theft, loss or damage to any of these items if brought onto school property. Therefore, it is advised to keep these items at home.
- Register any motor vehicle with the district that is parked on school property during regular school hours and provide proof of a valid Driver's License.

**Dress Code:** Heavy chains, clothing or any other items with metal studs that may be deemed hazardous in any way are not permitted in schools.

Attire will ensure that undergarments and body parts generally considered "private" (buttocks, genitalia, nipples) are adequately covered and not visible to others. Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item and, if necessary or practical replacing it with an acceptable item. Failure to comply with the directives of the building principal or designee to be in compliance with the

dress code may be considered insubordination and will result in the student being subject to disciplinary consequences as detailed in Section 7 of the Addison District Code of Conduct.

#### **Prohibited Student Conduct:**

- Engage in conduct that is disorderly and/or disruptive
- Engage in conduct that is insubordinate
- Engage in conduct that is violent
- Engage in any conduct that endangers the safety, morals, health or welfare of others
- Engage in off-campus misconduct that endangers the health and safety of students or staff within the school or adversely affects the educational process
- Engage in misconduct while on a school bus
- Engage in any form of academic misconduct
- Engaging in unexcused absence in violation of the district's attendance policy
- Engaging in electronic misconduct –
   Examples of electronic misconduct include but are not limited to use of smartphones, iPads, iPods, computers or any device that compromises the security of the District's technology or otherwise violates the Code of Conduct



#### <u>Code of Conduct – Abridged, continued</u> Visitors in the School:

- Anyone who is not a regular staff member or student of the school will be considered a visitor.
- All visitors to the school will be required to report to the main office (or other designated area) upon arrival at the school and provide valid government identification such as but not limited to a current driver's license, which will be scanned by school personnel. This scan allows for the information on the identification to be compared to data in a criminal database in the effort to identify anyone who might pose a threat to students and/or staff. Any individual whose information matches that in the database will be addressed by school personnel. Such individuals may be permitted access to the school at the discretion of the superintendent or his/her designee; however, they must always be accompanied by school personnel. All visitors will be issued a visitor's identification badge, which must be worn at all times while in the school or on school grounds. The visitor must return the identification badge before leaving the grounds.
- Visitors attending school functions that are open to the public, such as parent-teacher organization meetings or public gatherings, are not required to register or wear badges.
- Parents or citizens who wish to observe a classroom while school is in session are required to arrange such visits in advance with the classroom teacher(s) and the building

- principal so that class disruption is kept to a minimum.
- Visitors may not take class time to discuss individual matters with teachers.
- Any unauthorized person on school property will be reported to the principal or his or her designee. Unauthorized persons will be asked to leave. The police may be called if the situation warrants.
- On school property, all visitors are expected to abide by this code of conduct.
- All school buildings in the district are locked for the safety and security of our students and staff. Admittance is gained by ringing the designated bell and waiting for school personnel to open the door. All visitors must sign in and report to the office. If visiting a teacher or classroom, secretaries will call and verify the visit and issue a visitor's pass. This pass must be worn and visible. Students or teachers wishing to bring a guest for a short visit must obtain permission from the principal prior to the day of visitation.

Harassment: Harassment of any kind is a serious matter and will not be tolerated. Consequences for sexual harassment, bullying or "picking" may be severe. The Addison Central School District does not discriminate on the actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sex, sexual orientation, or gender (including gender identity and expression) in admissions, participation or employment. Complaints are to be filed with Title IX Officers Kris Benton at 607-359-1114 or Rich Everly at 607-359-2245.

Use of Tobacco: It is abundantly clear from all we know about short and long-term health consequences of cigarettes and smoking tobacco that we encourage tobacco prevention and promote healthy lifestyles for our students. Furthermore, in compliance with the 1989 New York State Clean Air Act, smoking or use of tobacco products in or around the school buildings and properties is prohibited for students, staff and the public.

Athletic Code of Conduct: In addition, students who wish to participate in a sports activity and their parents are required to attend a mandatory Sport's Code of Conduct meeting. At this meeting, athletes and their parents are required to sign an Athletic Code of Conduct agreement before the student can participate. This booklet is available by request from the high school main office or from sports coaches.

\*\*Special Note: Students, staff and visitors are strongly encouraged to leave items such as cell phones, game systems, ear buds, headphones, cameras, etc. at home. The Addison Central School District will not be held responsible for the theft, loss or damage to any of these items if brought to school.

## **<u>Directory Information</u>**Notice of Directory Information:

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Addison Central School, with certain exceptions, obtains your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Addison Central School may disclose appropriately

Directory Information, continued

designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Addison Central School to include this type of information from your child's education records in certain school publications.

Examples include:

- A playbill, showing a student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs;
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories - names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want Addison Central School to disclose directory information from your child's

education records without your prior written consent, you must notify District Clerk Kristie Mather in writing by September 30, 2024. Addison Central School has designated the following information as directory information:

- Student's name
- Parent's name
- Participation in officially recognized activities and sports
- Address
- Telephone listing
- Weight and height of members of athletic teams
- Electronic mail address
- Photograph
- Degree, honors and awards received
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level and
- The most recent educational agency or institution attended.

**Emergency Closings** 

Emergency School Closings: When an emergency makes it necessary to close district schools on a day when they are scheduled to be in session, notice will be broadcast before 6:30 a.m. on various area radio and television stations and on social media including:

- WENY (Television)
- WETM (Television)
- Automated phone message to parents/ guardians
- Addison District website homepage notifications: <a href="https://www.addisoncsd.org">www.addisoncsd.org</a>

 District Facebook page: Addison Central School District

Please do not call school personnel or the transportation department when schools are closed for an emergency. All events/activities, including community use of facilities, scheduled for that day and evening will also be canceled. Emergency Dismissal: In the event of the need to close schools for an emergency after students have arrived, parents **MUST HAVE** completed the Emergency Information Verification Form. It is important to complete this form, especially if you wish your child to be sent to a different location than the regular one. We are not able to **call individual parents.** If the form is not completed, we will send your child home on his/ her regular bus. Latch Key is closed in the event of an emergency dismissal.

#### **Health**

**Concussion Awareness Act:** In accordance with the New York State Concussion Management and Awareness Act, Chapter 496, the Addison Central School District recognizes that concussions and head injuries are the most commonly reported injuries in children and adolescents who participate in sports and recreational activities. The physical and mental well-being of our students is our primary concern. As a result, all athletes must participate in a pre-concussion baseline assessment before their first practice for the season. If they opt out of this assessment, they are <u>not</u> permitted to play any sport. Addison Central School District provides pre-concussion baseline assessments for all students entering grade levels 7-12 approximately every two years.

#### Health, continued

The assessment will allow the district physician to accurately assess the student athlete's ability to return to physical activity. A copy of your child's results will be available for you to take to your physician and the district's physician. Return to physical activity is ultimately decided by the district's physician. For further information regarding concussions and mild traumatic brain injuries, please visit our website at <a href="https://www.addisoncsd.org">www.addisoncsd.org</a>.

If an injury occurs during a school activity the school nurse can recommend further evaluation from a health care provider to rule out concussion. If an injury is determined by the health care provider paperwork it is to be submitted to the school health office. After any student in grades 6-12 has been diagnosed with a head injury/ concussion they are removed from physical activities and given academic support. Guidelines for return to school and certain school activities apply to all students who have sustained a concussion, regardless of where the concussion occurred. When the student is following concussion management protocol, they are not permitted computer screen time, use of cell phones, viewing DVDs, taking any classroom quizzes, tests, standard testing or Regents. When the student has been symptom-free for a minimum of 24 hours and has been evaluated by and obtained written and signed permission by a health care provider to return to activities, at that time a post-concussion test will be administered to the student coordinated by the District. Upon completion of the post-concussion test, the District physician will review the test results and student's current signs and symptoms and

determine the student's ability to return to physical activity and academic instruction.

If a student does not pass the post-concussion test, there is approximately one week of continued rest and then a retest will be administered by the school district. This protocol continues until the student scores successful on the post-concussion test (the scores are compared to their own personal pre-concussion test). The district's health care provider ultimately decides when to return to physical activity and academics and all decisions are final. At that time, the school nurse will send an email to the student's current teachers. administrators, dean of students and secretary for the athletic director and athletic director that the student may resume gradual physical activities. These gradual increases in activities that occur during the recovery phase consists of: Step 1: aerobic exercise e.g. jogging, walking, stationary bike. If no symptoms, wait 24 hours then

Step 2: progresses to a sport specific activity light contact play/fundamental drills. If no symptoms reoccur, wait 24 hours and then

Step 3: progresses to full contact practice/game if

no symptoms.

This policy requires that the student continues to be symptom free for 72 hours before being eligible to return to active play. Typically each step should occur in a 24 hour period, allowing rest between activities. If the student has symptoms, the process ceases until he/she has no symptoms, then they restart at step 1.

A copy of the student's pre/post-concussion results can be made available for any parent/guardian. For further information regarding concussions and mild traumatic brain injuries, please visit our website at <a href="https://www.addisoncsd.org">www.addisoncsd.org</a>.

Special Tutoring/Transportation: Tutoring may be arranged for a student with an extended illness or an injury that prevents attendance at school. Requests must be made by the parent and a written order from the attending health care provider submitted to the building principal. Transportation may also be arranged for the student in need.

**School Insurance Policy:** Upon the event of a physical/dental injury, the school nurse must receive notification at the time of the incident or as soon as possible. This may occur through a telephone call, email or fax. The district's personal injury liability insurance contains the provision that a parent/guardian's primary insurance must be filed first. Any cost that is not covered under the family policy may, in certain circumstances, be submitted to the school district's insurer. Questions about the process of how to file for insurance assistance should be made to the school nurse in the building that the child attends. After the school district's representative submits injury documentation to the insurance company, the completion of the insurance paperwork is solely the parent/guardian's responsibility.

**Health Services:** District nurses are licensed professional registered nurses who provide such services as:

- administer first aid
- maintain health records
- monitor and ensure that all students have current physicals and immunizations according to NYS standards

#### Health, continued

- assessment of any occupant on school property assessed to have a fever, dry cough, shortness of breath, or close contact with any person diagnosed with an infectious disease could be directed to leave school property for further medical assessment. The school requires the individual to be symptom-free for 72 hours without the use of symptom-reducing medication, cough medication, cold medicine or antibiotics and may be required to provide a doctor's note upon return to school.
- symptoms of possible dermatophytosis
   (ringworm) must be immediately reported to
   the school nurse and may be referred for
   further medical treatment and if confirmed,
   the individual may return to school but lesions
   must always be covered on school property.
- collect data and process student injury insurance claims
- refer students for medical, vision, hearing, dental, scoliosis or emergency services
- coordinate all health care provider's orders for physical restrictions
- administer pre- and post-concussion testing and concussion management
- report data to NYS as required
   The district also employs Licensed Practical
   Nurses who provide direct student care.

Emergency/Contact Information: Current parent/guardian information enables the district to quickly contact any person listed on our student records. This information is necessary in case of an emergency. Every parent/guardian <u>must</u> update records each September and whenever necessary during the year.

**Medication in School:** Medication will be administered only by school nurses when a Heath Care Provider/Physician's Order for Giving Medication in School that is co-signed by the parent/guardian has been filed with the school nurse in the building the child attends. Parent/ guardian/designee are to transport the medication to and from the school health office. All prescription medication must be submitted, along with the health care provider orders and legal parent/guardian signatures, in pharmacy labeled bottles. When delivered the medication is received only by the school nurse or an administrator and the prescription medication will be counted, with the parent in attendance, and cosigned of the quantity by both the school nurse and parent.

All over-the-counter medication must be submitted, along with the health care provider's and legal parent/guardian's signatures, and delivered in an unopened bottle to be administered to that student only. Any medication that a student is allowed by NYS law to carry on his/her person (such as EpiPens, insulin pumps and blood sugar testing equipment or inhalers) need to have a heath care provider's order on file in the health office. All prescription and over the counter medication orders cancel at the end of each school year and must be renewed yearly for medication

**School Physicals:** are required for all new entrants, participates in sport activities and in grades PreK, K, 1, 3, 5, 7, 9, 11. Parents/guardian shall provide a health care provider's documentation of a physical examination completed within the past 12 months. In the absence of this report the school health care

to continue to be administered.

provider will complete a physical examination of the student. NYS Department of Education requires a specific physical form and medical health history form be utilized for every school in NYS. Health care providers should have copies of these required health forms, but if needed parents/guardians may obtain copies from the school district health offices. All athletes are required to complete an updated medical health history form for each new sport season and it is to be submitted to the school district to be included in that student's health file.

Students who are new entrants are required to be screened for vision including color perception, near and far vision acuity within six months of entrance. Distance and near vision acuity will be required in grades PreK, K, 1, 3, 5, 7, 9 and 11. Hearing screening utilizing pure tone testing are required for new entrants and grades PreK, K, 1, 3, 5, 7, 9 and 11.

Scoliosis screening is required for students in grades 5 and 7 for girls and grade 9 for boys. Any student may be assessed by the school district for height, weight, BMI, BMI percentage, scoliosis, vision and hearing as indicated. Information concerning school, athletic and working paper physicals are available from the health office at the Middle-High School.

Head Lice (Pediculosis): Pediculosis (head lice) is a common problem among younger children. Head lice are not a health hazard because head lice are not responsible for the spread of any disease. Transmission primarily occurs by direct head-to-head contact with and the sharing of personal grooming items such as combs, hair

#### Health, continued

brushes and hats. Lice cannot jump, hop or fly, but they can crawl rapidly. Head lice can affect people of any socio-economic background and ethnicity and do not imply a lack of hygiene or cleanliness of the infected person. Do not panic. Head lice are not an emergency; they are an inconvenience that should be dealt with compassionately and calmly. The current Board of Education guidelines are:

- Students suspected of having an infestation of head lice will be checked privately in order to determine whether or not the student is infected.
- Parents of children found to be infected with live lice will be contacted to pick up their child. Parents/guardians will be given information outlining proper treatment of Pediculosis.
- Follow the written and verbal instructions provided by the nurse or health care provider to treat the infection.
- Upon following treatment and removal of nits (eggs), the child is to return to school in a timely manner with a parent/guardian to be examined by the school nurse. Children with no live lice may return to school and they may be rechecked at a later time.

### Programs & Organizations

Tuscarora Parent-Teacher Association (PTA):

The Tuscarora PTA is an active group of parents, teachers, community and staff members that support the education of all students. The PTA sponsors many events throughout the school year including the Welcome Back to School Ice

Cream Social and programming such as: assemblies for student enrichment, Teacher and Staff Appreciation Week, Books at Home and End of Year Celebration, as well as various family events held throughout the year.

The PTA meets during the evening on the first Monday of each month at the Tuscarora Elementary School. For more information, please call (607) 359-2261 or find us on Facebook at Tuscarora PTA.

#### Valley Parent-Teacher Organization (PTO):

The Valley PTO meets once a month to discuss events, assemblies and programming for our preschool programs. The PTO encourages all family and community members to get involved and advocate for our Early Childhood Program. For more information, please call 695-2636.

Family Resource Center: The Jennie Mose Family Resource Center, located at 14 South Street, is a popular place for children, parents, teachers and caregivers in the community. The Addison Central School District, United Way and other local agencies support the Family Resource Center efforts. The drop-in center provides developmentally appropriate toys and activities for children from birth to school age. Parenting classes are offered throughout the year. For more information about the Family Resource Center, please contact June Crandall at 607-359-3839.

**Preschool Latch Key Program:** Located at the Jennie Mose Family Resource Center, this after school program gives parents of preschool

students a safe, licensed and affordable childcare program. Students are provided with educational and recreational activities and field trips. Funding is provided by United Way, the Addison Central School District and parent fees. The program is limited to 20 students. For more information on the After School Latch Key Program, please contact Emily Wright at 607-695-2636.

A.Y.C. Littles Program: A safe and secure after school program is provided in collaboration with the Addison Youth Center. The Addison program is for children in grades K-3 who need after school childcare. There is a monthly fee per student for the program. Students must be enrolled in order to attend. Parents/guardians are responsible for picking up their child(ren) by 6:00 p.m.

Addison Youth Center Drop-In Programs: These are available to students in 4th grade and up. Programs are free and are open until 6:00 p.m. at 21 Community Drive, Addison.

For more information please call Phyllis Grist, the Director of the Youth Center, at 359-2116.



#### School Food Service Program

Addison Central School is participating in the Community Eligibility Provision. All students enrolled at Addison Central School are eligible to receive a healthy breakfast and lunch at no charge each day of the 2024-2025 school year, regardless of household income. The Household Income Eligibility Form calendar insert is to determine eligibility for additional state and federal program benefits that your child(ren) may qualify for.

The Board has entered into an agreement with the New York State Education Department to participate in the National School Lunch Program, School Breakfast Program and/or Special Milk Program. The District receives commodities donated by the Department of Agriculture and accepts the responsibility for providing meals to elementary and secondary students in the schools of the District.

Pre-payment is required for purchasing ala carte items. Addison CSD has a pre-payment online option called School Pay. SchoolPay can be accessed by logging into <a href="www.addisoncsd.org">www.addisoncsd.org</a> > Services > Food Service > Payment - Transfers > SchoolPay.

Monthly menus are located on the Addison website under the Food Service tab. Food Service Manager Pam Drumm or Assistant Food Service Manager Julie Mitchell can be reached at 359-1124.

#### **Student Services**

**Psychological Services:** Our psychologist provides services to students through referrals from parents, staff or outside agencies. Parents may request services from the psychologist by

contacting the CSE secretary for the appropriate referral forms at 607-359-1111.

Social Worker: A social worker is available within the district. She provides both individual and group counseling to students referred by the Committee on Special Education, the Response to Intervention teams, administration, teachers and parents. The intent of school counseling is to address significant concerns that negatively impact educational progress. All students referred will be evaluated to determine the most appropriate level of intervention. Interventions offered include in-school counseling and other services such as crisis intervention, mediation and referrals to other resources and agencies based on student need.

School Counselors: School counselors are available to work with students on personal growth and college and career planning. School counselors assist with proactive program planning to meet the academic, social and emotional needs of students. The intent of school counseling is to proactively engage students in the learning process, address significant concerns that may negatively impact the educational progress and to promote career development. Contact information for school counselors can be located on the Building Information page.

**Special Education Services:** The needs of students with disabilities are addressed in compliance with Individuals with Disability Education Act (IDEA), New York State Education Law and New York Commissioner of

Education's Regulations, Part 200. Services that may be provided include special classes, speech and language services, resource room programs and consultant teacher services.

The Committee on Special Education (CSE) and Committee on Preschool Special Education (CPSE) determine identification and placement for services. Requests for information about Special Education Services should be made to Supervisor of Special Education Emily Wright at 607-359-1111.

#### **Transportation**

**Bus Policies:** Transportation is provided for all students in kindergarten through 12th grade as established by education law and the Board of Education. Shuttle service is available for our PreK students.

**Bus Safety:** The bus driver has a schedule to keep so please make sure that your child is at his/her scheduled pick up location at the scheduled time. The safe operation of school buses is of concern to all. The drivers have complete charge of the bus to and from school. He/she must have cooperation to do this.

When students are on the bus, they are considered in school: Consequently, the District Code of Conduct and the Transportation Information Manual apply during school transportation. Riding a bus is a privilege and this privilege can be lost. Drivers will refer serious discipline problems to the school administration for appropriate action. School policy requires that students be instructed in the use of seat belts.

# September 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 • Labor Day – No School	3 • Staff Conference Day – No School	4 • Staff Conference Day – No School	First Day of School K-12     3-Year-Old and New 4-Year-Old Students ONLY Start School at Valley School     Middle/High School Picture Day     Beginning of 1st Marking Period     Sr. Class Fundraiser Begins	6 • All Students Attend School at Valley School • Middle/High School Picture Day	7
8	<ul> <li>9 • Middle School PTO Mtg.,</li> <li>4:30 p.m.</li> <li>• Tuscarora PTA Mtg.,</li> <li>6:00 p.m.</li> </ul>	10	11	12	13	14
15	16	17	18	19	20	21
22 • Fall Begins	• Tuscarora Book Fair —	24 • Board of Education Mtg., HS Café, 6:00 p.m.	25	26 • Tuscarora K-5th Grade Open House/PTA Ice Cream Social/Elementary Band Orientation/Book Fair, 5:30-7:30 p.m.	27	28 • Homecoming Parade, 11:00 a.m. • MS Homecoming Dance, 5:00-6:30 p.m. • HS Homecoming Dance, 7:00-10:00 p.m.
29	30 • Valley School Fundraiser Begins • Sr. Class Fundraiser Ends					
		August  4 5 6 7 11 12 13 14 18 19 20 21 25 26 27 28	15 16 17 1 22 23 24			3 24 25 26

## October 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 • Jr. Class Fundraiser Begins	2	3 • Middle/High School Open House, 5:30-7:00 p.m.	4 • Middle/High School 5-Week Progress Reports	5 • SAT Exam
6	7 • Middle School PTO Mtg., 4:30 p.m.	8 • Tuscarora Picture Day	9	10	11 • Emergency Early Release Drill–Students Dismissed 15 min. Early	12
13	14 • Columbus Day/ Indigenous Peoples' Day – No School	15	16 • Valley School Open House	17	18 • Middle/High School Picture Retake Day • Sr. Picture Retake Day • Valley School Fundraiser Ends	19
20	21	22 • Board of Education Mtg., HS Café, 6:00 p.m.	23 • Valley School Picture Day	24	25 • PTO MS Monster Mash Dance 6:30-8:00 p.m.	26
27	28	29	30	31 • Halloween • Valley School Family Event • Jr. Class Fundraiser Ends		
		September       1     2     3     4       8     9     10     11       15     16     17     18       22     23     24     25       29     30	12 13 14 19 20 21		November  3     4     5     6 10     11     12     13 17     18     19     20 24     25     26     27	3 14 15 16 0 21 22 23

## November 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					Sophomore Class     Fundraiser Begins     Regular Day for PreK Only	2 • SAT Exam
					• Half Day – Grade K-12 Staff Development	
3 • Daylight Savings Time Ends	4 • Middle School PTO Mtg., 4:30 p.m. • Tuscarora PTA Mtg., 6:00 p.m.	5	6	7	8 • End of 1st Marking Period, MS/HS • Middle/High School Fall Play	9 • Middle/High School Fall Play
10	11 • Veterans Day – No School	12 • Beginning of 2nd Marking Period, MS/HS	13	14	15	16
17	18	19 • Tuscarora Picture Retake Day	20	21	22 • Regular Day for PreK Only	23
					• Half Day – Grade K-12 Parent/Teacher Conferences	
24	25 • Grades K-12 Parent/ Teacher Conferences Evening Session (by appt. only)	• No School for PreK Only • Board of Education Mtg., HS Café, 6:00 p.m.	27	28 • Thanksgiving	29 • Sophomore Class Fundraiser Ends	30
	(-7 -44	• Half Day – Grade K-12 Parent/Teacher Conferences	• Thanksgiving Recess – No School	• Thanksgiving Recess – No School	• Thanksgiving Recess – No School	
		October         1         2           6         7         8         9           13         14         15         16           20         21         22         23           27         28         29         30	10 11 12 17 18 19 24 25 26		December         1         2         3         4           8         9         10         11           15         16         17         18           22         23         24         25           29         30         31	12 13 14 19 20 21

## December 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 • Tuscarora PTA Mtg., 6:00 p.m.	3	4 • Valley School Picture Retake Day	5 • Tuscarora Band/Chorus Concert, 7:00 p.m.	6 • End of 1st Marking Period, Tuscarora	7 • SAT Exam
8	9 • Beginning of 2nd Marking Period, Tuscarora • Middle/High School Band Concert, 7:00 p.m.	10	11 • Middle/High School Choral Concert, 7:00 p.m.	12	13 • Middle/High School 5-week Progress Reports	14
15	16	17 • Board of Education Mtg., HS Café, 6:00 p.m.	18	19 • Valley School Holiday Show	20	21 • Winter Begins
22	• Winter Recess – No School –	24	25 • Christmas Day	26	27	28
29	• Winter Recess - No School	• Winter Recess - No School				
	MILLEN VOCESZ – NO OCUOOL	November  3     4     5     6 10     11     12     13 17     18     19     20 24     25     26     27	14 15 16 21 22 23		January       5     6     7     8       12     13     14     15       19     20     21     22       26     27     28     29	9 10 11 16 17 18 23 24 25

# January 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 • New Year's Day – No School	2  • Winter Recess - No School	Winter Recess - No School	4
5	6 • Middle School PTO Mtg., 4:30 p.m.	7	8	9	10	11
12	13 • Tuscarora PTA Mtg., 6:00 p.m.	14	15	16	17 • Tuscarora PTA Gertrude Hawk Fundraiser Begins	18
19	20 • Martin Luther King, Jr. Day – No School	• Regents Exams —	22	23	24 • Regular Day for PreK Only  • Half Day – Grade K-12 Staff Development	25
26	27 • Conference Day – No School	28 • Board of Education Mtg., HS Café, 6:00 p.m.	29 • Asian Lunar New Year – No School	30	31 • End of 2nd Marking Period, MS/HS • Tuscarora PTA Gertrude Hawk Fundraiser Ends	
		December       1     2     3     4       8     9     10     11       15     16     17     18       22     23     24     25       29     30     31	12 13 14 19 20 21		February       2     3     4     5       9     10     11     12       16     17     18     19       23     24     25     26	13 14 15 20 21 22

# February 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 • Beginning of 3rd Marking Period, MS/HS • Freshman Class Fundraiser Begins	4	5	6 • ASVAB Exam, HS	7 • High School Winter Ball, 7:00-10:00 p.m.	8
9	10  • High School Winter Week — • Valley School Book Fair —	11	12	13	14 • Valentine's Day • Valley School Family Event	15
16	17 • Presidents' Day  • Mid-Winter Recess No School	18	19	20	21	22
23	24	25 • Board of Education Mtg., HS Café, 6:00 p.m.	26	27	28 • Freshman Class Fundraiser Ends	
		January           1         5         6         7         8           12         13         14         15           19         20         21         22           26         27         28         29	9 10 11 16 17 18 23 24 25		March 2 3 4 5 9 10 11 12 16 17 18 19 23 24 25 26 30 31	13 14 15 20 21 22

## March 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 • 8th Grade Class Fundraiser Begins • Middle School PTO Mtg., 4:30 p.m. • Tuscarora PTA Mtg., 6:00 p.m.	4	5 • ASVAB Career Workshop, HS	6 • Tuscarora Art Show & Family STEAM Night, 5:30-7:00 p.m.	7	8 • SAT Exam
9 • Daylight Savings Begins	10	11	12	13 • Middle/High School Musical • Valley School Spring Picture Day	14 • Middle/High School 5-Week Progress Reports • Middle/High School Musical	15 • Middle/High School Musical
16 • Middle/High School Musical	17 • St. Patrick's Day	18 • Tuscarora Spring Picture Day	19	20 • Spring Begins	21 • End of 2nd Marking Period, Tuscarora	22
23	24 • Conference Day – No School	25 • Beginning of 3rd Marking Period, Tuscarora • Board of Education Mtg., HS Café, 6:00 p.m.	26	27	28	29
30	31 • 8th Grade Class Fundraiser Ends	February       2     3     4     5       9     10     11     12       16     17     18     19       23     24     25     26	13 14 15 20 21 22		April  1 2 6 7 8 9 13 14 15 16 20 21 22 23 27 28 29 30	10 11 12 17 18 19 24 25 26

# **April 2025**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		• Valley School Registration Begins for New Students     • 7th Grade Cass Fundraiser Begins	2	3	4	5
6	7 • Middle School PTO Mtg., 4:30 p.m. • Tuscarora PTA Mtg., 6:00 p.m.	8 • Gr. 3-6 NYS ELA Assessments	9 • Gr. 3-6 NYS ELA Assessments	10 • Tuscarora Drama Club Performance, 6:30 p.m.	11 • End of 3rd Marking Period, MS/HS	12
13	14 • Spring Recess, No School —	15	16	17	18	19
20 • Easter	21 • Beginning of 4th Marking Period, MS/HS	22 • Earth Day	23 • Gr. 7-8 NYS ELA Assessments • Board of Education Business Mtg., HS Café, 6:00 p.m.	24 • Gr. 7-8 NYS ELA Assessments	25	26
27	28	29 • Gr. 3-5 NYS Math Assessments	30 • Gr. 3-5 NYS Math Assessments • 7th Grade Class Fundraiser Ends			
		March 2 3 4 5 9 10 11 12 16 17 18 19 23 24 25 26 30 31	13 14 15 20 21 22		May  4 5 6 7 11 12 13 14 18 19 20 21 25 26 27 28	15 16 17 1 22 23 24

# May 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 • 6th Grade Class Fundraiser Begins	Regular Day for PreK Only      Half Day Grade K-12 Staff Development	3 • SAT Exam • Prom
4	5 • Middle School PTO Mtg., 4:30 p.m. • Tuscarora PTA Mtg., 6:00 p.m. • Middle/High School Band Concert, 7:00 p.m.	6	7 • Gr. 6-8 NYS Math Assessments	8 • Gr. 6-8 NYS Math Assessments	9	10
11 • Mother's Day	12	<ul> <li>Gr. 5 &amp; 8 NYS Science Assessments</li> <li>Budget Presentation and Hearing, HS Café, 6 p.m.</li> <li>Board of Education Mtg., HS Café, 6:30 p.m.</li> </ul>	14	15	16 • Middle/High School 5-Week Progress Reports	17
18	• Tuscarora Book Fair——	School Board Election and Budget Vote, HS library, 12:00-8:00 p.m.     Tuscarora Band and Chorus Concert, 7:00 p.m.	21 • Tuscarora Career Day, 8:45-10:20 a.m. • Valley School Family Event	22	23	24
25	26 • Memorial Day – No School	27 • Board of Education Mtg., HS Café, 6:00 p.m.	28	29	30 • 6th Grade Class Fundraiser Ends	31
		April         1         2           6         7         8         9           13         14         15         16           20         21         22         23           27         28         29         30	10 11 12 17 18 19 24 25 26		June       1     2     3     4       8     9     10     11       15     16     17     18       22     23     24     25       29     30	12 13 14 19 20 21

# **June 2025**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 • Tuscarora PTA Mtg., 6:00 p.m.	3	4 • High School National Honor Society Induction, 6:00 p.m.	5 • Middle/High School Chorus Concert, 7:00 p.m.	6	7 • SAT Exam • Bath Dairy Festival – Band
8	9	10 • Regents Exams	11 • Regents Exams • Athletic Ceremony, 6:00 p.m.	12	13 • Tuscarora Field Day (rain date 6/16)	14 • Montour Falls Firemans' Parade – Band
15 • Father's Day	16	17 • Regents Exams	18 • Regents Exams • Gr. 5 Moving Up Ceremony, 6:00 p.m.	19 • Juneteenth – No School	20 • Summer Begins • Regents Exams	21
22	23 • Regents Exams • End of 3rd Marking Period, Tuscarora	24 • Regents Exams • Valley School PreK 4 Moving Up Ceremony • Board of Education Mtg., HS Café, 6:00 p.m.	<ul> <li>Regents Exams</li> <li>Kindergarten End of Year Celebration</li> <li>End of 4th Marking Period, MS/HS</li> </ul>	26 • Regents Exams Rating Day	27 • Regents Exams Rating Day • Last Day of School for Elementary Students • Graduation, 7:00 p.m.	28
29	30					
		May  4 5 6 7 11 12 13 14 18 19 20 21 25 26 27 28	15 16 17 22 23 24		July         1         2           6         7         8         9           13         14         15         16           20         21         22         23           27         28         29         30	10 11 12 17 18 19 24 25 26

# **July 2025**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4 • Independence Day	5
6	7	8 • Board of Education Organizational Mtg., HS Café, 6:00 p.m. (tentative)	9	10	11	12
13	14	15	16 • Kindergarten Registration, 8:00 a.m3:00 p.m.	17 • Kindergarten Registration, 11:00 a.m6:00 p.m.	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
		June       1     2     3     4       8     9     10     11       15     16     17     18       22     23     24     25       29     30	12 13 14 19 20 21		10 11 12 1 17 18 19 2	1 2 6 7 8 9 13 14 15 16 20 21 22 23 27 28 29 30

# August 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	•Valley School Family Meet and Greet Appointments—	19 • Regents Exams	20 • Regents Exams	21	22	23
24	25 • Kindergarten Registration, 8:00 a.m3:00 p.m.	26 • Hooray for K!, 8:00-11:30 a.m.	27 • Hooray for K!, 8:00-11:30 a.m.	28	29	30
31		July     1       6     7     8       13     14     15     16       20     21     22     22       27     28     29     36	3 24 25 26		7 8 9 1 14 15 16 1	3 4 5 6 10 11 12 13 17 18 19 20 24 25 26 27

#### ALMA MATER

By the Tuscarora's waters
Stands the A.C.S.
All her loyal sons and daughters
Pledge to her success.

Chorus
Lift the colors, float them skyward,
The maroon and gray,
Alma Mater hear us shouting
"A.C.S. for aye."

In athletics and in classroom

Honor to our school

May we bring each day that passes,

By the fair play rule.

Chorus

Lift the colors, float them skyward

The maroon and gray,

Alma Mater hear us shouting

"A.C.S. for aye."

#### Special Thanks to...

The Board of Education, the Administration and the staff of the Addison Central School District for providing this calendar/handbook to the residents and community members of the Addison Central School District and for compiling the important information that is enclosed within this calendar/handbook.



Information in this calendar is provided as part of Addison Central School's Title I Parental Involvement Policy.

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District Web Site: www.addisoncsd.org