

## 12th Annual SSCS Booster Club Golf Tournament

**Date:** Saturday, September 20th, 2014 **Time:** 1:00 p.m. Start  
**Location:** Canajoharie Golf & County Club  
**Format:** Four (4) Person Scramble  
**Cost:** \$60.00 per player includes 18 holes & cart (Students pay only \$30.00)  
**Prizes:** 1st Place and dozens of prizes raffled

This is our only major fundraiser for the sports & music department, so your participation is greatly appreciated and why not have fun while raising money for our students.

Please return the application and fee by September 12th, 2014 to: **SSCS Booster Club, P.O. Box 218,**

**Sharon Springs, NY 13459.**

Any questions please call Chris Smith at 284-2267 x113, Michelle Keaney x114 or Sherri Brown at 817-5597. Proper golf attire is required (no t-shirts) and players are not permitted to bring their own alcohol.

Player 1: \_\_\_\_\_

Player 2: \_\_\_\_\_

Player 3: \_\_\_\_\_

Player 4: \_\_\_\_\_ Amount Enclosed \$ \_\_\_\_\_ check or cash



**SHARON SPRINGS CENTRAL SCHOOL DISTRICT**  
**PO Box 218**  
**Sharon Springs, New York 13459**

Non-Profit Org.  
U.S. Postage  
PAID  
Permit #2  
Sharon Springs,  
NY 13459

*Home of the Spartans*

### BOARD OF EDUCATION

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**Anthony DiPace**

### BOXHOLDER

Sharon Springs Central School District  
Sharon Springs, New York 13459

## Sharon Springs Central School District EDUCATION MATTERS



### Superintendent's Message

#### *Sharon Springs Central School Mission/Vision Statement*

The mission of Sharon Springs Central School, a community oriented district, is to educate all students to become healthy, hardworking, honest and respectable citizens, who will value life-long learning and contribute to a global society.

The vision of the Sharon Springs Central School is to provide a supportive and creative learning environment, which challenges our students to achieve excellence as a way of life.

Welcome to a new school year! SSCS will be open and ready for students to return on Thursday, September 4<sup>th</sup>. As the summer draws to a close, and the start of a new school year grows closer, I am always encouraged by the hopeful anticipation and excitement that is generated by our students and staff.

This summer, we have been busy preparing for opening day and we are pleased to provide you with this "Back to School" edition of our newsletter to make sure that you have all the information you will need for a smooth start. This year we will be implementing a new bell schedule. Details for the schedule can be found on page 3 of the newsletter. Thanks to our custodial staff, the hallways and classrooms are clean, waxed and ready for another year.

Academically, again our focus is on providing each child with new challenges that result in a rewarding school experience. Throughout our curriculum, technology will be used as a learning tool by teachers to enhance the overall learning experience and broaden students' 21<sup>st</sup> century skills. SSCS is in the midst of being recognized as a leader in the use of technology to further engage students. Over the summer, the district was asked to present to Governor Cuomo's Smart Schools Commission, the New York State Rural Schools Conference, and the International Standards of Technology in Education (ISTE) Conference.

In other news, SSCS again made annual yearly progress on the state issued District Report Card. The complete school report card is available off of the district website, [www.sharonsprings.org](http://www.sharonsprings.org) along with 2014-2015 Class Supply Lists. The Student Code of Conduct is available for review on the school website and our main goal, as always, is to create and maintain an educational environment in which all students feel safe and are able to concentrate on learning.

Our staff is eager to reconnect with your children and help them in any way that they can, be it academically or extracurricular. The goal of educating each child to his or her fullest potential is one that the faculty and staff of SSCS take seriously. With your continued support, we move forward into the school year to accomplish this goal.

### SSCS Bus Program Receives 100% Rating

Congratulations to the Sharon Springs Central School Transportation Department and especially to district mechanic Chris Gray for finishing up fiscal year 2013-2014 with a 100% passing rate on the fleets bus inspection program as conducted by NYS DOT. Although the fleet inspection program has been consistently above 90% for the past several years, this was the first ever 100% rating achieved by the district! NYS DOT inspectors check district school busses 2 times a year, and during each inspection the inspector carefully examines some 200+ components. To reach a 100% passing rate is a strong indication of an excellent routine and preventative maintenance program being in place! It also requires good communication and cooperation from the entire transportation staff in conducting thorough pre and post trip inspections and keeping Mr. Gray informed as to any defects, so they can be taken care of in a timely manner. All of this is done to keep our most precious cargo safe! In the photo, Chris Gray (left) is being congratulated by NYS DOT Region 1 Inspector Dennis Cole.



### Inside This Issue

- Transportation Policy Guideline
- Important Reminders/Notifications
- NCLB Information
- Free/Reduced Lunch Application
- Soccer Schedules
- Lunch Menu
- School Calendar
- Text Notification Form
- Booster Club Golf Tournament
- New Bell Schedule

**DISTRICT OFFICE 284-2266**  
Superintendent  
Business Manager  
FAX NUMBER 284-9033

**MAIN OFFICE 284-2267**  
Principal  
Guidance Counselor  
FAX NUMBER 284-9075

**BUS GARAGE 284-9047**

SHARON SPRINGS  
CENTRAL SCHOOL  
PO BOX 218  
SHARON SPRINGS, NY 13459

**WEBSITE:**  
**[www.sharonsprings.org](http://www.sharonsprings.org)**

NEW TRANSPORTATION GUIDELINES FOR  
SHARON SPRINGS CENTRAL SCHOOL

The Transportation Department at Sharon Springs Central School operates under guidelines approved by the Board of Education. The school district will provide transportation to and from a student’s legal residence (located outside of designated walk zones) and/or alternate locations along regularly scheduled district bus routes.

The School District will allow parents to designate **TWO PICK-UP OR DROP-OFF locations** for school district transportation. The primary location will be **the location the child is normally dropped off at (student’s legal residence/daycare)**. Parents will then be allowed to designate **one alternate location**. Forms will be mailed home the week prior to school starting. Completed forms must be returned to the student’s homeroom teacher on the 1<sup>st</sup> day of school. The student(s) will be transported to the primary location at the end of each school day, unless other arrangements are made by the parent. The student can be transported to the alternate location upon written request by 9:00 am on the days the alternate drop off is required. **All bus notes must be turned in to the Main Office by 9:00 am** and E-mails and phone calls will not be accepted. The **notes must include** all information necessary for the bus driver to safely drop a student off at the approved alternate location, including student’s full name, physical house address of alternate location, parent/guardian phone number and signature.

**Any emergency related change will require administrative approval.** Emergencies are defined as rare, unexpected, unavoidable events. The Superintendent, Business Administrator and/or Transportation Supervisor may approve an emergency change in transportation if deemed necessary. However, without such approval the student(s) will be delivered to the primary or alternate address as indicated by the parent on the transportation designation forms. **(In the event that this occurs repeatedly, parents/guardians will be required to meet with school officials to implement alternative plans).**

**Special drop offs (i.e. sleepovers, birthdays, etc.)** to locations besides the primary or alternate drop off can be approved by the Superintendent, Business Administrator and/or Transportation Supervisor on a case by case basis, but must be made **24 hours in advance of the special request**.

In the event of a **School District declared emergency dismissal**, the school district will follow the parent/guardians instructions on the early closing/emergency dismissal notification forms on file.

PM DROP OFF GUIDELINES FOR STUDENTS 3<sup>RD</sup> GRADE AND YOUNGER:

The school district requires a Parent/guardian, older sibling or other responsible party to be at the bus stop in the afternoon to receive student’s 3<sup>rd</sup> grade and under. Due to safety concerns, no child 3<sup>rd</sup> grade and under will be dropped off unless a responsible party is available. If there is no responsible party at the bus stop the student will be taken back to the school (or the bus garage) where they will need to be picked up by 4:00 pm. The school will attempt to contact parents/guardians in the event that no one is home. **(In the event that this occurs repeatedly, parents/guardians will be required to meet with school officials to implement alternative plans).**

If you have any questions, please contact:  
SSCS Transportation Department  
120 Spartan Way  
Sharon Springs, NY 13459  
**(518) 284-9047**

or Sharon Springs Central School  
514 Highway Route 20  
Sharon Springs, NY 13459  
**(518) 284-2266**

Student Privacy Notification

Dear Parent/Guardian:

The Board of Education recognizes that student privacy is an important concern of parents and the Board wishes to ensure that student privacy is protected pursuant to the Protection of Pupil Rights Amendment, as revised by the No Child Left Behind Act. To that end, the Board has (adopted/ revised) a policy of student privacy.

Pursuant to the Protection of Pupil Rights Amendment, as revised by the No Child Left Behind Act, and the Sharon Springs Central School District policy on student privacy, you have the right to opt your child out of the following activities:

1. The collection, disclosure and use of personal information gathered from the students for the purpose of marketing or selling that information. This does not apply to the collection, disclosure, or use of providing educational products or services for, or to students, such as:
- a. College or other postsecondary education recruitment;

b. Book clubs, magazines and program providing access to low-cost literary products;

c. Curriculum and instructional materials used in schools;

d. Tests and assessments used to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information for students or to generate other statistically useful data for the purpose of securing such tests and assessments, and the subsequent analysis and public release of the aggregate data from such tests and assessments;

e. Student recognition program; and

f. The sale by students of products or services to raise funds for school-related activities.
2. The administration of any survey revealing information concerning one or more of the following:
- a. Political affiliations or beliefs of the student or the student’s parent;

b. Mental or psychological problems of the student or the student’s family;

c. Sex behavior or attitudes;

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

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

f. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians and ministers;

g. Religious practices, affiliations or beliefs of the student or the student’s parent; or

h. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).
3. The administration of any non-emergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school, not necessary to protect the immediate health or safety of the student or other students and not otherwise permitted or required by state law. The term “invasive physical examination” means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion or injecting into the body, but does include a hearing, vision or scoliosis screening. It does not apply to any physical examination or screening required or permitted under state law, including those permitted without parental notification.


At this time, we expect that activities related to the above-mentioned items will take place on or close to the following dates:

Activity	Date
School Physicals performed by the School Physician	October, November, December/January, May

Please review this list, if there are any activities you wish to “opt out” of on behalf of your child, please notify the school in writing within 10 days. If you have any questions about the District’s student privacy policy and your rights to opt your child out of certain activities, please contact Patterson Green, Superintendent/Building Principal.

Sincerely,  
SHARON SPRINGS CENTRAL SCHOOL  
Patterson Green  
Superintendent/Building Principal

Who do I contact about.....?



Athletics.....	Mrs. Tammy Behr	284-2266 ext. 121
Bus Schedule.....	Mr. Joe Hiltz	284-9047
Cafeteria/Lunch Program..	Mrs. Melissa Simpson	284-2266 ext. 123
Course Curriculum.....	Mrs. Brenda Stetin	284-2267 ext. 109
Health Concerns.....	School Nurse	284-2267 ext. 107
Use of Building.....	Mr. Anthony DiPace	284-2266 ext. 100
Personal Issues.....	Mrs. Brenda Stetin	284-2267 ext. 109
.....	Mr. Russell Scimeca	284-2266 ext. 116
Disciplinary Issues.....	Contact Teacher Involved	284-2266
Unresolved Disciplinary Issues.....	Mr. Patterson Green	284-2266 ext. 100





Go Spartans!

Soccer Schedules

Schedules subject to change. Check the school's website for updates.

Go Spartans!



Boys' and Girls' Modified Soccer

Date	Opponent	Home/Away	Game Time
Tue. 9/16/14	Spa Catholic	AWAY	4:30 p.m.
Thu. 9/18/14	Middleburgh	HOME	4:30 p.m.
Sat. 9/20/14	Ft. Plain	AWAY	10:00 a.m.
Tue. 9/23/14	Berne-Knox Westerlo	HOME	4:30 p.m.
Thu. 9/25/14	Galway	AWAY	4:30 p.m.
Fri. 9/26/14	Homecoming Parade/ Bon Fire	Homecoming	6:15 p.m.
Sat. 9/27/14	Northville- Homecoming	HOME	10:00 a.m.
Thu. 10/2/14	OE-St. Johnsville	AWAY	4:15 p.m.
Sat. 10/4/14	Schoharie	HOME	10:00 a.m.
Tue. 10/7/14	Mayfield	AWAY	4:15 p.m.
Thu. 10/9/14	Canajoharie	HOME	4:15 p.m.
Sat. 10/11/14	Cherry Valley-Springfield	AWAY	1:00 p.m. Girls/3:00 p.m. Boys
Tue. 10/14/14	Duanesburg	AWAY	4:15 p.m.
Thu. 10/16/14	Spa Catholic	AWAY	4:15 p.m.
Sat. 10/18/14	Middleburgh	HOME	10:00 a.m.

Boys' and Girls' Varsity Soccer

Date	Opponent	Home/Away	Game Time
Fri. 9/5/14	BV/GV vs. Middleburgh	HOME	4:30 p.m.
Mon. 9/8/14	GV vs. Mayfield	HOME	4:30 p.m.
Wed. 9/10/14	BV/GV vs. Duanesburg	AWAY	4:30 p.m.
Fri. 9/12/14	GV vs. Schoharie	AWAY	4:30 p.m.
Mon. 9/15/14	BV/GV vs. Mekeel Christian	AWAY	4:30 p.m.
Wed. 9/17/14	BV vs. Berne-Knox-Westerlo	AWAY	4:30 p.m.
	GV vs. Berne-Knox-Westerlo	HOME	4:30 p.m.
Fri. 9/19/14	BV/GV vs. Ft. Plain	AWAY	4:30 p.m.
Sat. 9/20/14	BV vs. Richfield Springs	AWAY	11:00 a.m.
	GV vs. Richfield Springs	AWAY	1:00 p.m.
Mon. 9/22/14	BV vs. OE-St. Johnsville	HOME	4:30 p.m.
	GV vs. Spa Catholic	AWAY	4:30 p.m.
Wed. 9/24/14	BV. vs. Galway	HOME	4:30 p.m.
	GV vs. Galway	AWAY	4:30 p.m.
Fri. 9/26/14	Homecoming Parade/ Bon Fire	Homecoming	6:15 p.m.
Sat. 9/27/14	GV vs. Duanesburg- Homecoming	HOME	2:00 p.m.
	BV vs. Duanesburg- Homecoming	HOME	4:00 p.m.
Mon. 9/29/14	BV vs. Canajoharie	AWAY	4:30 p.m.
	GV vs. Berne-Knox Westerlo	HOME	4:30 p.m.
Fri. 10/3/14	BV/GV vs. Middleburgh	AWAY	4:15 p.m.
Fri. 10/10/14	BV vs. Schoharie	AWAY	4:15 p.m.
	GV vs. Schoharie	HOME	4:15 p.m.
Wed. 10/15/14	BV/GV vs. Mekeel Christian	HOME	4:15 p.m.
Fri. 10/17/14	BV vs. Berne-Knox-Westerlo	HOME	4:15 p.m.
	GV vs. Berne-Knox-Westerlo	AWAY	4:15 p.m.
Sat. 10/18/14	BV vs. Schoharie	HOME	2:00 p.m.

\*NEW\* BELL SCHEDULE 2014-15 Building Opens at 8:00 a.m.

SSCS will have a new bell schedule in place for the year. Homeroom/activity period has been moved to the end of the day in an effort for teachers to better utilize this time with students. As such, students eating breakfast (6-12) will be dismissed from their bus a few minutes early in order to pick up their breakfast. Students K-5 will continue to eat breakfast in the cafeteria at 8.

Arrival to P1	8:00 a.m.-8:05 a.m.
Period 1	8:05 a.m.-8:48 a.m.
Period 2	8:51 a.m.-9:31 a.m.
Period 3	9:34 a.m.-10:14 a.m.
Period 4	10:17 a.m.-10:57 a.m.
Period 5	11:00 a.m.-11:40 a.m.
Period 6	11:43 a.m.-12:23 p.m.
Period 7	12:26 p.m.-1:06 p.m.
Period 8	1:09 p.m.-1:49 p.m.
Period 9	1:52 p.m.-2:32 p.m.
Activity/Homeroom/Extra Help	2:35 p.m.-2:55 p.m.

\*Dismissal Times\*

Grades K-5 Begin Dismissal at 2:47 p.m.

Grades 6-12 Dismiss at 2:55 p.m.

Teacher Qualification Request

In accordance with the Federal No Child Left Behind Act of 2001, parents/guardians have the right to request specific information about the professional qualifications of their children's classroom teachers. As a parent/guardian of a student in the Sharon Springs Central School District, you have the right to request the following information:

- If the teacher has met New York State qualifications and licensing criteria for the grade levels and subject areas he or she teaches.
- Whether the teacher is teaching under emergency or other provisional status through which the State qualification or licensing criteria has been waived;
- The teacher's college major, whether the teacher has any advanced degrees and, if so, the subject of the degrees;
- If your child is provided services by any instructional aides or similar paraprofessionals provide services to your child and, if they do, their qualifications.

Requests for information about the qualifications of your child's teacher(s) can be directed to Patterson Green, Superintendent/Principal at (518)284-2267. All requests will be honored in a timely manner.



Price Chopper Supermarkets Tools For Schools Program

Once again, Price Chopper Supermarkets is sponsoring The Tools for Schools Program. Everything you purchase at Price Chopper with your AdvantEdge Card earns points to help your school get a larger share of the \$500,000 in FREE equipment to be distributed through our Tools for Schools program.

To enroll or re-enroll you can go to [www.pricechopper.com/savings/tools-for-schools](http://www.pricechopper.com/savings/tools-for-schools) and click on the "SIGN UP" link. The Sharon Springs Central School District Code is: 16850.

Remember, you must REGISTER your card on-line in order for your points to go to the school of your choice. If you don't have a card, visit the Customer Service Desk at any Price Chopper location. You'll earn points on purchases from July 27, 2014 through March 28, 2015!

Each year our district uses these reward points to buy equipment and/or supplies for district use. This year the district purchased directional signs and 4 Ladder Skore Toss games for students to use during PE classes. Pictured below are students enjoying the new equipment.

Thank you for your continued support of Sharon Springs Central School.



## NOTIFICATIONS

### Emergency Information Sheets

Emergency information sheets will be sent home with your child on the first day of school. Please update the health, address, phone and emergency contact information and return the sheet to school with your child the next day. Also, if information should change during the school year, please be sure to let the school know as soon as possible. Up-to-date phone numbers and emergency contacts are essential for the safety of your child.

### Emergency Management Plan

The Sharon Springs Central School District has developed an Emergency Disaster Preparedness Plan as required by the State Education Law 155.13. It is required that each public school district has emergency plans in place and that the information of emergency procedures be provided to all students and staff. The District will provide training drills throughout the school year and conduct at least 12 fire drills, in addition to a “go home drill” to test the transportation and communication systems. Emergency evacuation route information is posted in each classroom.

If you would like more information regarding the school's Emergency Management Plan, please contact Mr. Patterson Green, Superintendent/Building Principal.

### Drug Free/Tobacco Free School Zone

Sharon Springs Central School is considered a Drug Free/Tobacco Free School Zone. Anyone arrested and convicted of selling or using illegal drugs within 1,000 feet of school property will be prosecuted to the fullest extent of the law by civil authorities. Penalties are harsher in this Zone than in the community at large.

Signs have been posted at the entrances to our building and on the grounds to serve as a warning that our District has no tolerance toward illegal drugs.

### Pesticide Use Notification

The Sharon Springs Central School District may use pesticide products periodically throughout the year. The Pesticide Neighbor Notification Law requires school districts to maintain a list of staff and persons in a parental relation who wish to receive 48-hour written notice prior to the application of pesticides. Written notifications will include the date, locations and product used for each application. For further information or to be placed on the school-specific 48-hour notification list, please contact Mr. Tony DiPace, Business Manager at 284-2266.

### Fire Inspection Completed

The annual fire inspection has been conducted and the required reports have been submitted to the New York State Education Department. For questions, please contact Mr. Tony DiPace at 284-2266.

### Non-Discrimination Notice

The Sharon Springs Central School District does not discriminate in employment or in the education programs and activities which it operates on the basis of sex, sexual orientation, age, ethnicity, religion, race, or handicap in violation of Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, or §504 of the Rehabilitation Act of 1973 and the NYS Human Rights Law. Inquiries regarding this non-discrimination notice may be directed to Section 504/Title IX Coordinator, Tony DiPace, Business Manager at 284-2266.

### Firearms Prohibited

As stated in the Sharon Springs Central School Board of Education Policy, no person shall bring a firearm or any portion of a firearm on the premises of a school or any area controlled by the School District. School premises means all school owned, leased, or otherwise controlled buildings, grounds and transportation vehicles.

In accordance with Section 921 of Title 18 of the United States Code, (Gun-Free Schools Act of 1994), and Education Law #3214 and #205, any student possessing a firearm on school premises will be subject to a penalty of at least one year's suspension from school, though the Superintendent of Schools may modify this policy based on circumstances and the student's previous record. A suspended student will be provided with alternative instruction during the suspension period.

### Annual Notification of The District-Wide School Safety Plan

The Sharon Springs Central School District has developed a District-wide School Safety Plan and confidential Building-level School Safety Plans for each building as required by New York State Safe School Against Violence in Education (S.A.V.E.) Law. This law requires the district to annually provide written information to all students and staff about emergency procedures. As required, the District-wide School Safety Plan was originally submitted to the New York State Education Department in June 2001. Each confidential Building-level Emergency Response Plan was originally submitted to the local police and New York State Police in June 2001.

The District-wide School Safety Team annually reviews the District-wide School Safety Plan. The Building-level School Safety Teams annually review the confidential Building-level Emergency Response Plans. All updates are approved by the Board of Education prior to re-submitting them to the New York State Education Department and the local police and New York State Police respectively.

The district will provide training throughout the year and will conduct at least twelve fire drills as well as conduct a district-wide drill to test sheltering plans and/or early dismissal. Emergency evacuation information is posted in each classroom and Emergency School Closing information can be found in the district calendar. For more information concerning the District-wide School Safety Plan, please contact Mr. Patterson Green, Superintendent/Building Principal at 284-2266.

***** 2014-2015 Meal Prices *Price Change  Breakfast K-12 \$1.30 *Lunch K-5: \$1.85 *Lunch 6-12 \$2.05 Reduced Meals \$.25 Milk \$.50 Snack Milk \$.50 A la Carte 1 Item \$1.25	***** Did you know?  A fruit <b>OR</b> a vegetable <b>HAS</b> to be taken at <b>BOTH</b> Breakfast & Lunch for your child's meal to be considered <i>a reimbursable meal!</i> If you have any questions please feel free to call me ☺	***** <b>WELCOME BACK</b> ☺  <b>TO THE SSCS CAFETERIA</b>	4. Taco Salad OR Taco on a 6" WW Wrap Dark Green Lettuce Shredded LF Cheese Black Bean Salsa WG Macaroni Salad Assorted Fruit Low Fat Milk	5. Homemade Cheese OR Pepperoni Pizza OR Chicken Patty/Bun Romaine/Spinach Garden Salad w/ Tomatoes & Carrots Lite Dressing Locally Grown Apples Low Fat Milk
8. Popcorn Chicken (Plain or Saucy) Baked SP Tots Broccoli Assorted Fruit Low Fat Milk	9. BBQ Riblits/WW Bun Potato Salad Corn Assorted Fruit Low Fat Milk *New Menu Item* *Lucky Sticker Day* <small>Find a sticker on the bottom of your lunch tray and win a prize!</small>	10. Hotdog/WW Bun OR Chicken Tenders Sauerkraut Baked Beans Long Grain Brown Rice Assorted Fruit Low Fat Milk	11. Chicken, HW Biscuit & LS Gravy Mashed Sweet Potatoes Mixed Veggies Cranberry Sauce Assorted Fruit Low Fat Milk	12. Homemade Cheese OR Pepperoni Pizza OR Chicken Patty/Bun Romaine/Spinach Garden Salad with Tomatoes & Carrots Lite Dressing Locally Grown Apples Low Fat Milk
15. <b>GRANDPARENTS' DAY LUNCHEON</b> Open Face Hot Turkey Sandwich OR Hotdog/Bun Mashed Potatoes Mixed Veggies Cranberry Sauce Fruited Jell-O Low Fat Milk ADULT LUNCH \$3.80	16. Hamburger/WW Bun WG Pasta Salad Cheese Slice, Pickles Lettuce Leaf Tomato Slice Steamed Spinach Assorted Fruit Low Fat Milk	17. Chicken Nuggets Baked SP Tots 3 Bean Salad Assorted Fruit Low Fat Milk	18. Grilled Cheese on WW LS Tomato Soup Green Beans Assorted Fruit Low Fat Milk	19. Homemade Cheese OR Pepperoni Pizza OR Chicken Patty/Bun Romaine/Spinach Garden Salad with Tomatoes & Carrots Lite Dressing Locally Grown Apples Low Fat Milk
22. WG French Toast Sticks OR WG Waffles LS Sausage Patty Syrup Fresh Cut Veggie Sticks Assorted Fruits Low Fat Milk	23. WG Chicken Patty/WW Bun Smiley Fries Steamed Pea's Assorted Fruit Low Fat Milk	24. Macaroni & Cheese w/ A Ham Slice & A Dinner Roll Green Beans Assorted Fruit & Low Fat Milk	25. Oven Baked Chicken Fingers and Curly Fries Butternut Squash Assorted Fruit Low Fat Milk	26. Homemade Cheese OR Pepperoni Pizza OR Chicken Patty/Bun Romaine/Spinach Garden Salad with Tomatoes & Carrots Lite Dressing Locally Grown Apples Low Fat Milk
29. Spaghetti/Meat Sauce OR Oven Baked Ziti WW Garlic Bread Romaine/Spinach Garden Salad Lite Dressing Assorted Fruit Low Fat Milk	30. WG Chicken Broccoli Bowl Oriental Vegetables Fortune Cookie Assorted Fruit Low Fat Milk	***** Did you know??  WW= Whole Wheat WG= Whole Grain HW= Honey Wheat LS= Low Sodium LF= Low Fat SP= Sweet Potato	***REMINDER*** Please remember to fill out your free and reduced meal application. If you need a new application of have questions please contact: Melissa Simpson <a href="mailto:msimpson@sharonsprings.org">msimpson@sharonsprings.org</a> 518-284-2266 ext 123 All information is strictly confidential!	***** Menu Subject to change  Served Daily K-12: Grilled Chicken Salad, Fruit & Yogurt Parfait, PB&J, Carrot Sticks and Water

#### From the Cafeteria-

At the start of another school year, the cafeteria staff would like to thank those who participated in our program last year and welcome you back. Above you will find the September 2014 Lunch Menu including the prices for breakfast and lunch. (Please note price changes). Shortly after school starts, a separate breakfast menu will be sent home with students.

Children from households that meet the Federal Income Guidelines may be eligible for free or reduced price meals. Reduced meals cost \$.25 for breakfast and \$.25 for lunch. To apply for free or reduced price meals complete the application found in this newsletter and return it to the school as soon as possible. This information is kept in strict confidence.

If your child participated in the free/reduced price meal program last year, he/she is eligible to continue to receive the same benefit until **October 16, 2014**. A new application must be completed and approved before this date in order for your child to continue with the program for the remainder of the 2014-15 school year.

If you have any concerns or suggestions please feel free to leave a message on my voice mail at 284-2266 ext. 123. I will be returning phone calls from 1:00-2:00 p.m. daily. You also may reach me via email at [msimpson@sharonsprings.org](mailto:msimpson@sharonsprings.org). Communication is a big factor, so please do not hesitate to contact me. As always, we thank you for your continued support!

Melissa L. Simpson  
SSCS Food Program Services



Sharon Springs Central School  
2014 - 2015  
School Calendar

September					October					November				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
1	2	3	4	5	6	7	8	9	10	3	4	5	6	7
8	9	10	11	12	13	14	15	16	17	10	11	12	13	14
15	16	17	18	19	20	21	22	23	24	17	18	19	20	21
22	23	24	25	26	27	28	29	30	31	24	25	26	27	28
29	30													
December					January					February				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
1	2	3	4	5			1	2		2	3	4	5	6
8	9	10	11	12	5	6	7	8	9	9	10	11	12	13
15	16	17	18	19	12	13	14	15	16	16	17	18	19	20
22	23	24	25	26	19	20	21	22	23	23	24	25	26	27
29	30	31			26*	27*	28*	29*	30					
March					April					May				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
2	3	4	5	6			1	2	3					1
9	10	11	12	13	6	7	8	9	10	4	5	6	7	8
16	17	18	19	20	13	14	15	16	17	11	12	13	14	15
23	24	25	26	27	20	21	22	23	24	18	19	20	21	22
30	31				27	28	29	30		25	26	27	28	29
June														
M	T	W	T	F										
1	2*	3	4	5	<div>□ Classes not in session</div> <div>○ Staff Development</div> <div>◇ ½ Day Staff Development</div> <div>* Regents Testing Days</div> <div>Board of Education</div> <div>Approval Date: 05/12/14</div>					<div>Total # of Pupil Days: 178</div> <div>Staff Development Days: 4</div> <div>Emergency Closing Days: 5</div> <div>TOTAL DAYS: 187</div>				
8	9	10	11	12										
15	16*	17*	18*	19*										
22*	23*	24*	25*	26										

September 2, 3  
September 4  
October 10  
October 13  
October 24  
November 11  
November 26 – 28  
December 24  
January 5

Conference Days  
Classes Begin  
Emergency Release Day  
Columbus Day  
Conference Day  
Veterans' Day  
Thanksgiving Recess  
Holiday Recess Begins  
Classes Resume

January 19  
January 26 – 29  
February 16 – 20  
March 13  
April 3 – 10  
May 22, 25  
June 2, 16 – 25  
June 23 – 25  
June 26

Martin Luther King Day  
Regents Test Week  
Mid-Winter Recess  
Conference Day  
Spring Recess  
Memorial Day  
Regents Testing  
½ Day Conference Days  
8<sup>th</sup> Grade Graduation 8:30 am  
Sr. Graduation 7 pm

For School Closing & Delays

Listen to:

WTRY 980 AM 98.3 FM

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WABT 104.5 FM

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CHANNEL NEWS 9

WEBSITES – WGY, WRVE



NOTIFICATIONS

Anti-Idling Law

The Anti-Idling Law prohibits the idling of a diesel or non-diesel fueled engine for more than five consecutive minutes except to maintain temperatures inside the vehicles during the cold or hot weather when it is required by certain regulations and the operation of equipment.

Sharon Springs Central Schools Transportation Department monitors compliance with the Anti-Idling Laws. When loading or unloading our buses at school, buses are shut off during those times. The school is also responsible to ensure visitors at our school follow the same rules and regulations regarding the idling of buses.

Dignity for All Students Act (DASA)

The Dignity for All Students Act (DASA) was effective July 1st, 2012. The purpose of the act is to address discrimination and harassment in the public schools, charter schools and BOCES, including amendments to code of conduct policies.

The goal of the DASA is to provide ALL New York State public school students with a safe and supportive environment free from discrimination, intimidation, taunting, harassment and bullying on school property or at a school function. The DASA states that no student shall be subject to harassment by employees or students; nor be subject to discrimination based on their actual or perceived: race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender (including identified or expressed), or sex.

The Dignity for All Students Act defines harassment as “the creation of a hostile environment by conduct or by verbal threats, intimidation or abuse that has or would have the effect of unreasonably and substantially interfering with a student’s educational performance, opportunities or benefits, or mental, emotional or physical well-being; or conduct, verbal threats, intimidation or abuse that reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety.”

In a continued effort to promote tolerance and respect for others, students and faculty will be provided educational and awareness opportunities that address these areas as part of the curriculum at SSCS as well as various other activities. More details can be found in the Student Code of Conduct Handbook (available on the school’s website).

Should students or parents have questions or concerns regarding the Dignity Act, they should contact Brenda Stetin, the Dignity Act Coordinator for the District, (518) 284-2267 EXT. 109.

MARK YOUR CALENDARS

Thursday, September 18th, 2014  
Will be School Picture Day. More information will be sent home with your child.  
Also, on September 18th will be the Elementary Open House from 6:30 p.m.-7:30 p.m.

Annual Notification of The Asbestos Management Plan

In accordance with the Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA) of 1987 (40 CFR Part 763), the Sharon Springs Central School District is required to give annual notification stating that the Asbestos Management Plan for each building is available and kept in the main office. These records are available for review during normal business hours.

Six-month periodic asbestos surveillances as well as a triennial inspection are required in pursuant of AHERA. The six-month surveillance will be completed in December, 2013 and June, 2014. The triennial inspection was completed in June, 2013. To date, no asbestos projects are scheduled. If any are scheduled in the future, all work shall be conducted according to all applicable local, state and federal regulations. For more information, please contact the LEA Asbestos Designee, Mr. Tony DiPace, Business Manager at 284-2266.

Release of Student Information Under No Child Left Behind (NCLB)

Pursuant to the federal education legislation also known as No Child Left Behind Act, Sharon Springs Central School must disclose to military recruiters, upon request, the names, addresses, and telephone numbers of high school students. The District must also notify parents of their rights and the right of the child to request that the District not release such information without prior written parental consent. Parents (or students if they are 18 or older) wishing to exercise their option to withhold their consent to the release of the above information to military recruiters are asked to sign and return the form below to the Guidance Office.

Sharon Springs Central School

Reservation of consent for the release of certain student information under the No Child Left Behind Act

Please DO NOT release the name, address, and telephone number of

Student name

to military recruiters.

Parent Signature and Date



## Important Reminders

### Visitor Procedures

For the safety and security of everyone, the procedures for visitors and parents entering the school building will be as follows:

- During the school day, the main entrance door will remain locked and is the only one that will be accessible.
- All visitors must use this door, and wait patiently to be buzzed in. Once in, please report immediately to front reception desk, sign in and indicate the nature of your visit.
- Visitors may be asked for identification at any point.
- Visitor passes will be issued accordingly and must be visibly worn at all times while in the school building.
- When leaving the building visitors must sign out at the front desk.

### Morning Supervision

Our school building officially opens at 8:00 a.m. as students arrive on District buses. As a courtesy to parents, the Board of Education has elected to have limited supervision in the old gym beginning at 7:30 a.m. to assist with early work schedules. **Please be advised that prior to 7:30 a.m. there is no adult supervision. Therefore, students are not permitted to be in the school building prior to 7:30 a.m.**



### Morning Arrival and Afternoon Dismissal

School buses will drop students off on the front loop facing Route 20 in the morning. Parents will drop their children off on the side loading loop by the front desk entrance.

There is no student drop off/parent parking in the eastern lot near France Street. School staff will be on hand at both the bus unloading and front desk entrance to assist the younger elementary students.

Afternoon buses will load in the front loop facing Route 20. Parent pickup will be in the rear of the building behind the auditorium with elementary students exiting at 2:47 p.m.

It is important to note that the on campus speed limit will remain **5 miles per hour**.

### Cell Phone/Electronic Device Usage

When used responsibly, cell phones can be a positive means to increase family communication. However, during the school day from 8:00 a.m. until dismissal at 2:55p.m., students are expected to concentrate on learning and preparing for classes. Cell phones and other electronic devices such as i-Pods, and MP3 players should be turned off and safely locked away in student lockers. School issued iPads are the only electronic device authorized to be used in a classroom with teacher approval.

The District will allow cell phones to be checked for messages within the old gym during a student's scheduled lunch (grades 6-12). During this time, no pictures or other recordings should be taken. The phone should not be displayed while in passage from the locker to the old gym and back to the locker.

As always, in an emergency situation, you can get a message to your child by contacting the front desk. Misuse and or display of electronic devices at other points during the day will result in disciplinary action and confiscation. Parents may be asked to retrieve the device from the school as well. Exceptions to carry cellular phones and pagers may be granted to teachers, administrators and other school staff in emergency situations.

### TEXT NOTIFICATION FOR SCHOOL DELAYS/CLOSINGS

**We will once again be offering text notifications of school closings, delays and early dismissals. A test text message will be sent out during the first month of school to parents/guardians who were on the list last year. If you no longer wish to receive electronic messages from the school, please contact Mrs. Brown at 284-2267. If you would like to be added to our list of recipients for this year or if your cell phone number or provider has changed, please complete the form below and return it to the main office.**

Parent/Guardian: \_\_\_\_\_

Cell Phone Number & Extension: w/out this extension-you can not be added to the list. Track phone users may have to call phone company for this info.

(ex. 555-555-5555@vtext.com) \_\_\_\_\_

Cell Phone Carrier : \_\_\_\_\_

## Access to Student Records Notification

### Dear Parent or Eligible Student:

This is to advise you of your rights with respect to student records pursuant to the Family Educational Rights and Privacy Act (FERPA). FERPA is a federal law designed to protect the privacy of student records. The law gives parents and students over 18 years of age (referred to in the law as "eligible students") the following rights:

1. The right to inspect and review the student's education records within 45 days of the day the District receives a request to access. Parents or eligible students should submit to the Building Principal a written request that identifies the records they wish to inspect. The Principal will arrange for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible student may ask the District to amend a record that they believe is inaccurate or misleading by writing the Principal clearly identifying the part of the record they want changed and specifying why it is inaccurate or misleading.

If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement personnel), a person serving on the school board, a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

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

Upon request, the District discloses education records without consent to officials of another school District in which a student seeks or intends to enroll.

4. The right to file a complaint with the US Department of Education concerning alleged failures by the District to comply with the requirement of FERPA. The Office that administers FERPA is:

Family Policy Compliance Office  
US Department of Education  
600 Independence Avenue SW  
Washington, DC 20202-4605

## Important Reminders



• **Doors for students will open on Thursday, September 4<sup>th</sup> at 8:00 a.m. For the first day there will be a 10 minute homeroom period whereby students will report to their assigned homerooms. Schedules and locker assignments will be distributed at this time.**

• Each year, schools are required to provide information in written form to parents. To comply with these regulations you will find various notices in this newsletter as well as the school's website. New York State S.A.V.E. Legislation (Schools Against Violence in Education) requires school districts to annually review their Code of Conduct. This will also be available in electronic form on the school's website. The Code outlines the rights and responsibilities of students, outlines the policy against discrimination and harassment, spells out expected behaviors, and outlines prohibited student conduct as well as the penalties for deviating from these expectations.

• As in the past, parents and students are reminded that the Code prohibits inappropriate clothing including suggestive language on clothing, bare midriff and strapless tops as well as any exposed undergarments. Shorts and skirts should extend at least past the students' outstretched hands.

• Students are expected to leave their coats, hats, headgear, backpacks and other large bags in their lockers. Each student will be issued and have their own individual locker. Combinations should not be shared with anyone! Any locker experiencing mechanical problems should be reported to the main office immediately. Students are advised that the locker remains the property of the Sharon Springs Central School District and the District retains the right to search any locker that it believes may contain illegal or dangerous items.

• Students are reminded that their lockers will not be accessible after school. When a student leaves for the day, be it for sports or home, they should have all their necessary materials with them.

• It is essential for parents to play an active role in their child's education. Teachers can be reached by phone through their school extension numbers and their school based e-mail accounts ([firstname.lastname@sharonsprings.org](mailto:firstname.lastname@sharonsprings.org)).

• Any classroom visitations should be arranged in advance with your child's teacher. Any nonscheduled visitors must be announced by the front desk receptionist to determine teacher availability or be advised to return at another time. Parents who drop off their child are also expected to leave the classroom wing daily by 8:05 a.m. unless they have a scheduled visitation. Parents who wish to pick up their child at the end of the day, should wait in the parking lot behind the auditorium.

## APPLICATION INSTRUCTIONS

To apply for free and reduced price meals, submit a Free Meals /Milk Eligibility Letter received from the Office of Temporary and Disability Assistance OR complete only one application for your household using the instructions. Sign the application and return the application to Melissa Simpson, PO BOX 218, Sharon Springs, NY 13459. If you have a foster child in your household, you may include them on your application. A separate application is no longer needed. Call the school if you need help: 518-284-2266 ext. 123. Ensure that all information is provided. Failure to do so may result in denial of benefits for your child or unnecessary delay in approving your application.

<p><b>PART 1— ALL HOUSEHOLDS MUST COMPLETE STUDENT INFORMATION. DO NOT FILL OUT MORE THAN ONE APPLICATION FOR YOUR HOUSEHOLD.</b></p> <p>1. Print names of all children, including foster children for whom you are applying on one application.</p> <p>2. List their grade and school.</p> <p>3. Check the box to indicate a foster child living in your household and check the box for each child with no income.</p>
<p><b>PART 2 — HOUSEHOLDS GETTING FOOD STAMPS, TANF OR FDPIR SHOULD COMPLETE PART 2 and SIGN PART 5.</b></p> <p>1. List a current SNAP, TANF or FDPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household. Do not use the 16 -digit number on your benefit card. The case number is provided on your benefit letter.</p> <p>2. An adult household member must sign the application in Part 5. SKIP PART 4. Do not list names of household members or income if you list a SNAP, TANF or FDPIR number.</p>
<p><b>PART 3—BEFORE COMPLETING AN APPLICATION FOR A CHILD WHO MAY BE HOMELESS, A MIGRANT EDUCATION STUDENT, OR A RUNAWAY, PLEASE CALL YOUR HOMELESS LIAISON/MIGRANT EDUCATION COORDINATOR AT THIS NUMBER: (518) 284-2266, EXT. 116.</b> <i>Russell Scimeca, Homeless Liaison/Migrant Education Coordinator.</i></p>
<p><b>PART 4 &amp; 5— ALL OTHER HOUSEHOLDS MUST COMPLETE THESE PARTS AND ALL OF PART 5.</b></p> <p>1. Write the names of everyone in your household, whether or not they get income. Include yourself, the children you are applying for, all other children, your spouse, grandparents, and other related and unrelated people in your household. Use a another piece of paper if you need more space.</p> <p>2. Write the amount of current income each household member receives, before taxes or anything else is taken out, and indicate where it came from, such as earnings, welfare, pensions and other income. If the current income was more or less than usual, write that person's usual income. Specify how often this income amount is received: weekly, every other week (bi-weekly), 2X per month, monthly. The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such under Child Care and Development Block Grant, TANF, and At Risk Child Care Programs should NOT be considered as income for this program.</p> <p>3. The Application must include the last four digits only of the social security number of the adult who signs PART 5 if Part 4 is completed. If the adult does not have a social security number, check the box. If you listed a SNAP, TANF or FDPIR number, social security number is not needed.</p>

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

**Privacy Act Statement: This explains how we will use the information you give us.**

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

**Discrimination Complaints:** The U.S. Department of Agriculture (USDA) prohibits discrimination against its customers, employees and applicants for employment on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any activity conducted or funded by the Department. (Not all prohibited basis will apply to all programs and/or employment activities.)

If you wish to file a Civil Rights complaint of discrimination, complete the USDA Program Discrimination Complaint( PDF), found at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).

Individuals who are deaf, hard of hearing, or have speech disabilities and wish to file either an EEO or program complaint please contact the USDA through the Federal Relay Service at (800) 877-8339 or (800) 845- 6136 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov). Persons with disabilities who wish to file a complaint, please see information above on how to contact us by mail or email. If you require alternative means of communication for program information( e.g., Braille, large print, audiotape, etc.) please contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). USDA is an equal opportunity provider and employer.

## LETTER TO PARENTS FOR SCHOOL MEAL PROGRAMS 2014-2015 School Year

Dear Parent/Guardian:

Children need healthy meals to learn. Sharon Springs CSD offers healthy meals every school day. Breakfast costs **\$1.30 K-12**; lunch costs (K-5) **\$1.85** and (6-12) **\$ 2.05**. Your children may qualify for free meals or for reduced price meals. Reduced price is **\$0.25** for breakfast and **\$0.25** for lunch.

- Do I need to fill out an application for each child?* No. Complete the application to apply for free or reduced price meals. *Use one Free and Reduced Price School Meals Application for all students in your household.* We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: **Melissa Simpson, SSCS Food Services, PO Box 218 Sharon Springs, NY 13459. 518-284-2266 ext. 123.**
- Who can get free meals?* All children in households receiving benefits from **SNAP, the Food Distribution Program on Indian Reservations** or **TANF**, can get free meals regardless of your income. Also, your children can get free meals if your household's gross income is within the free limits on the Federal Income Eligibility Guidelines.
- Can foster children get free meals?* Yes, foster children that are under the legal responsibility of a foster care agency or court, are eligible for free meals. Any foster child in the household is eligible for free meals regardless of income.
- Can homeless, runaway, and migrant children get free meals?* Yes, children who meet the definition of homeless, runaway, or migrant qualify for free meals. If you haven't been told your children will get free meals, please call **Russell M Scimeca, Homeless Liaison/Migrant Coordinator at 518-284-2266 ext. 114** to see if they qualify.
- Who can get reduced price meals?* Your children can get low cost meals if your household income is within the reduced price limits on the Federal Eligibility Income Chart, shown on this application.
- Should I fill out an application if I received a letter this school year saying my children are approved for free meals?* Please read the letter you got carefully and follow the instructions. Call the school at **518-284-2266 ext. 123** if you have questions.
- My child's application was approved last year. Do I need to fill out another one?* Yes. Your child's application is only good for that school year and for the first few days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year.
- I get WIC. Can my child(ren) get free meals?* Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out a FREE/REDUCED PRICE MEAL application.
- Will the information I give be checked?* Yes and we may also ask you to send written proof.
- If I don't qualify now, may I apply later?* Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.
- What if I disagree with the school's decision about my application?* You should talk to school officials. You also may ask for a hearing by calling or writing to: **Anthony DiPace, Business Manager. PO Box 218 Sharon Springs, NY 13459 or 284-2266.**
- May I apply if someone in my household is not a U.S. citizen?* Yes. You or your child(ren) do not have to be U.S. citizens to qualify for free or reduced price meals.
- Who should I include as members of my household?* You must include all people living in your household, related or not (such as grandparents, other relatives, or friends) who share income and expenses. You must include yourself and all children living with you. If you live with other people who are economically independent (for example, people who you do not support, who do not share income with you or your children, and who pay a pro-rated share of expenses), do not include them.
- What if my income is not always the same?* List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
- We are in the military. Do we include our housing allowance as income?* If you get an off-base housing allowance, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.
- My spouse is deployed to a combat zone. Is their combat pay counted as income?* No, if the combat pay is received in addition to her basic pay because of her deployment and it wasn't received before she was deployed, combat pay is not counted as income. Contact your school for more information.
- My family needs more help. Are there other programs we might apply for?* To find out how to apply for **SNAP** or other assistance benefits, contact your local assistance office or call **1-800-342-3009**.



2014-2015 INCOME ELIGIBLTY GUIDELINES FOR  
FREE AND REDUCED PRICE MEALS OR MILK

Total Family Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly
1	\$ 21,590	\$ 1,800	\$ 900	\$ 831	\$ 416
2	\$ 29,101	\$ 2,426	\$ 1,213	\$ 1,120	\$ 560
3	\$ 36,612	\$ 3,051	\$ 1,526	\$ 1,409	\$ 705
4	\$ 44,123	\$ 3,677	\$ 1,839	\$ 1,698	\$ 849
5	\$ 51,634	\$ 4,303	\$ 2,152	\$ 1,986	\$ 993
6	\$ 59,145	\$ 4,929	\$ 2,465	\$ 2,275	\$ 1,138
7	\$ 66,656	\$ 5,555	\$ 2,778	\$ 2,564	\$ 1,282
8	\$ 74,167	\$ 6,181	\$ 3,091	\$ 2,853	\$ 1,427
*Each additional household member add:	\$ 7,511	\$ 626	\$ 313	\$ 289	\$ 145

**How to Apply:** To get free or reduced price meals for your children you may submit a Eligibility Letter for Free Meals/Milk formerly (Direct Certification Letter) received from the NYS Office of Temporary and Disability Assistance, OR carefully complete one application for your household and return it to the designated office. If you now Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance to Needy Families (TANF) for any children, or participate in the Food Distribution Program on Indian Reservations (FDPIR), the application must include the children's names, the household SNAP, TANF or FDPIR case number and the signature of an adult household member. All children should be listed on the same application. If you do not list a food stamp, TANF or FDPIR case number for all the children for whom you are applying, the application must include the names of everyone in the household, the amount of income each household member, and how often it is received and where it comes from. It must include the signature of an adult household member and the last four digits of that adult's social security number, or check the box if the adult does not have a social security number. An application that is not complete cannot be approved. Contact your local Department of Social Services for your food stamp or TANF case number or complete the income portion of the application.

**Reporting Changes:** The benefits that you are approved for at the time of application are effective for the entire school year. You no longer need to report changes for an increase in income or decrease in household size, or if you no longer receive food stamps.

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

**Meal Service to Children With Disabilities:** Federal regulations require schools and institutions to serve meals at no extra charge to children with a disability which may restrict their diet. A student with a disability is defined in 7CFR Part 15b.3 of Federal regulations, as one who has a physical or mental impairment which substantially limits one or more major life activities. Major life activities are defined to include functions such as caring for one’s self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working. You must request the special meals from the school and provide the school with medical certification from a medical doctor. If you believe your child needs substitutions because of a disability, please get in touch with us for further information, as there is specific information that the medical certification must contain.

**Confidentiality:** The United States Department of Agriculture has approved the release of students names and eligibility status, without parent/guardian consent, to persons directly connected with the administration or enforcement of federal education programs such as Title I and the National Assessment of Educational Progress (NAEP), which are United States Department of Education programs used to determine areas such as the allocation of funds to schools, to evaluate socioeconomic status of the school's attendance area, and to assess educational progress. Information may also be released to State health or State education programs administered by the State agency or local education agency, provided the State or local education agency administers the program, and Federal, State or local nutrition programs similar to the National School Lunch Program. Additionally, all information contained in the free and reduced price application may be released to persons directly connected with the administration or enforcement of programs authorized under the National School Lunch Act (NSLA) or Child Nutrition Act (CNA); including the National School Lunch and School Breakfast Programs, the Special Milk Program, the Child and Adult Care Food Program, Summer Food Service Program and the Special Supplemental Nutrition Program for Women Infants and Children (WIC); the Comptroller General of the United States for audit purposes, and Federal, State or local law enforcement officials investigating alleged violation of the programs under the NSLA or CNA.

**Reapplication:** You may apply for benefits any time during the school year. Also, if you are not eligible now, but during the school year become unemployed, have a decrease in household income, or an increase in family size you may request and complete an application at that time.

The disclosure of eligibility information not specifically authorized by the NSLA requires a written consent statement from the parent/guardian. We will let you know when your application is approved or denied.

Sincerely,  
Melissa L. Simpson  
Sharon Springs Central School Food Services

Date Withdrew\_\_\_\_\_

F\_\_\_\_R\_\_\_\_D\_\_\_\_

2014-2015 Application for Free and Reduced Price School Meals

To apply for free and reduced price meals for your children, read the instructions on the back, complete only one form for your household, sign your name and return it to **Melissa Simpson, Sharon Springs Central School, PO Box 218, Sharon Springs, NY 13459**. Call **518-284-2266** if you need help. Additional household names may be listed on a separate paper.

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

Student Name	School	Grade/Teacher	Foster Child	No Income
			<input type="radio"/>	<input type="radio"/>
			<input type="radio"/>	<input type="radio"/>
			<input type="radio"/>	<input type="radio"/>
			<input type="radio"/>	<input type="radio"/>
			<input type="radio"/>	<input type="radio"/>
			<input type="radio"/>	<input type="radio"/>

2. SNAP/ TANF/FDPIR Benefits:  
If anyone in your household receives either SNAP, TANF or FDPIR benefits, list their name and CASE # here. Skip to Part 5, and sign the application.

Name:\_\_\_\_\_ CASE #\_\_\_\_\_

3. If any child you are applying for is homeless, migrant or a runaway, please call this number: 518-284-2266, Russell M Scimeca.  
☐ Homeless ☐ Migrant ☐ Runaway (Homeless Liaison/Migrant Education Coordinator)

4. Household Gross Income: List all people living in your household, how much and how often they are paid (weekly, every other week, twice per month, monthly). Do not leave income blank. If no income, check box. If you have listed a foster child above, you must report their personal income.

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

5. Signature: An adult household member must sign this application and provide the last four digits of their Social Security Number (SS#), or mark the “I do not have a SS# box” before it can be approved.

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

Signature:\_\_\_\_\_ Date:\_\_\_\_\_

Email Address:\_\_\_\_\_ Last Four Digits of Social Security Number: \*\*\*-\*\*-\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Home Address \_\_\_\_\_

I do not have a SS#  
☐

DO NOT WRITE BELOW THIS LINE – FOR SCHOOL USE ONLY

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

☐ SNAP/TANF/Foster  
Income Household: Total Household Income/How Often: \_\_\_\_\_/\_\_\_\_\_ Household Size: \_\_\_\_\_  
☐ Free Meals ☐ Reduced Price Meals ☐ Denied/Paid

Date Notice Sent:\_\_\_\_\_ Signature of Reviewing Official\_\_\_\_\_