

## STAY SAFE &amp; STAY CONNECTED

SSCS is committed to keeping our community, students and families informed in these unprecedented times. Faculty and staff can be reached by email. Keep up with events and changes by downloading the SHARON SPRINGS CENTRAL SCHOOL APP.

Visit the school's website often for the most current information on COVID-19 procedures and safeguards as well as policies and forms as they relate to our new normal.



[WWW.SHARONSPRINGS.ORG](http://WWW.SHARONSPRINGS.ORG)

## Who do I contact about.....?

	DEPT PERSONNEL	PHONE NUMBER	EMAIL
Athletics	Mr. Chris Smith	518-284-2266 ext. 113	csmith@sharonsprings.org
Bus Schedule	Mr. Chris Gray	518-284-9047	cgray@sharonsprings.org
Cafeteria/Lunch Program	Mrs. Melissa Simpson	518-284-2266 ext. 123	msimpson@sharonsprings.org
Course Curriculum	Mrs. Elizabeth Rosenberger	518-284-2266 ext. 109	erosenberger@sharonsprings.org
Health Concerns	Mrs. Betsy Jones	518-284-2266 ext. 107	ejones@sharonsprings.org
Use of Building	Mr. Anthony DiPace	518-284-2266 ext. 101	adipace@sharonsprings.org
Personal Issues	Mr. Russell Scimeca	518-284-2266 ext. 116	rscimeca@sharonsprings.org
Disciplinary Issues	Contact Teacher Involved	518-284-2266 (firstinitiallastname@sharonsprings.org)	
Unresolved Disciplinary Issues	Mr. Thomas Yorke	518-284-2266 ext. 105	tyorke@sharonsprings.org

**DOWNLOAD THE SHARON SPRINGS CENTRAL SCHOOL APP** and stay up to date with sports, events and other important announcements and changes!!



Home of the Spartans

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

## BOARD OF EDUCATION

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**Business Manager**

**Anthony DiPace**

## BOXHOLDER

Sharon Springs Central School District  
Sharon Springs, New York 13459

Sharon Springs Central School District  
EDUCATION MATTERS

## Superintendent's Message

September 2020  
Back to School Issue

*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 lifelong 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.

DISTRICT OFFICE  
518-284-2266

Superintendent, Patterson Green  
Business Manager, Anthony DiPace  
FAX NUMBER 518-284-9033

MAIN OFFICE  
518-284-2267

Principal, Thomas Yorke  
Guidance Counselor, Elizabeth Rosenberger  
FAX NUMBER 518-284-9075

## BUS GARAGE

Transportation Supervisor, Chris Gray  
518- 284-9047

SHARON SPRINGS  
CENTRAL SCHOOL  
PO BOX 218  
SHARON SPRINGS, NY 13459  
**WEBSITE:**  
[www.sharonsprings.org](http://www.sharonsprings.org)

Dear SSCS Families,

Welcome to a new school year! It goes without saying that the events surrounding COVID 19 have been a source of frustration for us all. We have all been asked to change, modify and navigate in a new world against an enemy that we cannot see. As you are aware, school districts throughout the state and country have been working to develop plans that will allow students to return to in-person learning environments, in an environment that is as safe as possible.

At this point in time, SSCS will be reopening with both the parent option for in-person instruction, but also for a full remote learning option beginning on **Thursday, September 10th**. However, this decision could be influenced by an increase in COVID cases in our region and school closings by other school districts in our immediate area. Below is the orientation and materials pickup schedule for parents and students.

## Start of School for SSCS

As of September 1st

## DATE: Wednesday, September 9th

- K - 2 Enter The Building Full Orientation:
  - Meet the Teacher & Visit the Classroom (by appointment)
  - Appointments to be arranged on September 3rd by your child's teacher
- 3 - 5 Remote Learners ONLY - DRIVE THRU
  - WHEN: 9am to 10am
  - WHERE: Traffic Circle (Closest to the New Visitors Entrance)
  - WHAT:
    - iPad Signout
    - Materials Pickup
- ALL 6 - 12 Students - DRIVE THRU
  - WHEN: 1pm to 2pm
  - WHERE: Traffic Circle
  - WHAT:
    - iPad Signout
    - Course Schedule Distribution
    - Materials Pickup (REMOTE LEARNERS ONLY)

Reopening SSCS Orientation:  
Virtual Meeting Series

The link and password for the meetings will be posted at [www.sharonsprings.org](http://www.sharonsprings.org)

## Wednesday, September 9th

- For In-person Students (and parents)
- 5pm

## Wednesday, September 9th

- For Remote Students (and parents)
- 7pm

Topics to Be Covered:

- Safety
- Expectations
- Routines
- Communication
- Student Handbook



Again, as previously stated, Sharon Springs CSD will strive to allow as much in-person learning as safely possible, adhering to the social distancing guidelines: 6 feet of separation and masks worn by students and staff. Class schedules and traffic patterns (per floor level) are designed to minimize hallway traffic and cross-grade exposure. Simultaneously, teachers are preparing parallel (or synchronized) classroom instruction (allowing remote learners to teleconference with their teachers in real-time while the in-person students receive instruction). This option is being extended for students from Kindergarten through 12th grade in order to provide our students and community the option of high quality (standards-aligned) remote instruction in what they feel is a safe environment.

Daily attendance and participation is required for both means of instruction. More information and additional details will be disseminated during the weeks ahead, and will include each teacher publishing an easy-to-follow website with links and schedules to daily lessons.

Each morning, parents will be asked to take their child's temperature and complete an online attestation. Parents will receive an email with a link for each of their children.

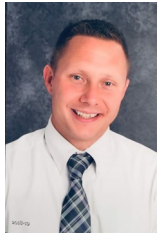
- 1-Click on the link, and the program will fill out the student, name, grade, school for the student automatically
- 2-Click on the answer for each of the 4 questions
- 3-Then click submit on the bottom of the form

If you do not receive an email copy of this form please refer to the school's website or request a paper copy.

In addition, SSCS will have limited entry into the building when open. Randomized temperature checks for the incoming students will be performed at both the side loop and parent drop off and in front with bus drop off. A randomized approach will ensure that all students are treated in an equal manner and no student is "singled out." The screening data will not be kept for any purpose other than determining if the screened student is running a fever or not running a fever. Should a student be found with a temperature of 100°F or greater, a staff member will bring the student to the isolation area in the auditorium atrium to visit with the School Nurse Betsy Jones and/or to await parent/ guardian pickup.

[Continued on page 13...]





## SSCS Adapts to Hybrid (i.e Parallel) Instruction

SSCS Principal Tom Yorke

The ongoing COVID-19 (a.k.a. Coronavirus) public health emergency has challenged SSCS to quickly and efficiently find new ways to support our students in their journey through K-12 education. Thankfully, SSCS is equipped with the technological resources, professional knowhow, and committed professionals to meet these challenges. Late in the day on Friday, March 13th the Schoharie County Department of Health required schools in our region to end on-site education for two weeks. Upon learning this, SSCS quickly mobilized...

On Monday, March 16th a staff development day was used, and all SSCS teachers and staff worked together in preparing materials for off-site, at-home learning for our students as well as ensuring students would have access to our breakfast and lunch program. The very next day, SSCS teachers and staff delivered instructional materials along with meals, and SSCS began housing the local food pantry. In the coming weeks, on the recommendation of the NYS Health Department and CDC, Governor Cuomo extended the building closure two weeks at a time, until he finally shut down all on-site instruction for the 2019 - 2020 school year on May 1st. With that said, because of the dedication, collaboration, compassion, passion, and professionalism of SSCS teachers, staff, and administration quality instruction continued, remote counseling/guidance services were made available and food services are still being provided.

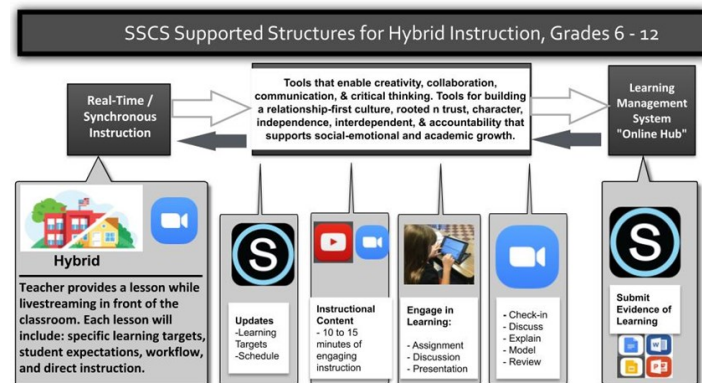
Now, as we launch into a new school year (2020 - 2021), SSCS has submitted a robust reopening plan that prioritizes students' health and safety (as well as that of the larger SSCS family). Additionally, teaching and learning are prioritized – requiring teachers to use flexible/online instructional resources and techniques that are aligned with best practice and specific learning standards. The learning models require that SSCS is prepared for in-person instruction while providing simultaneous remote instruction to meet the needs of our families. This degree of flexibility is only possible because of the dedicated teachers at SSCS, who have made it clear from the moment this pandemic hit: "We want to do what's best for our student... We want them to be healthy and we want to support them in their learning, by whatever means possible."

While instruction this fall will not be the same as it was in previous years (with social distancing protocols and remote learning) each of our students will have the same opportunities SSCS educators have provided for years: a caring environment to be engaged in learning new material and skills, where each student is guided and directed by their teachers and supported by outstanding access to technology and technological support. In fact SSCS will be providing:

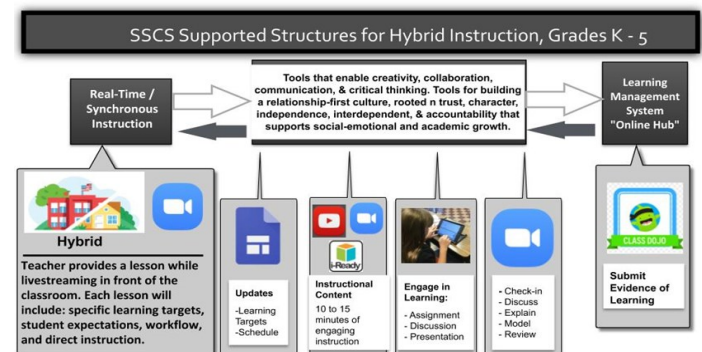
- Updated iPads connected to Verizon internet service to all K - 12 students;
- Online learning opportunities made accessible via teacher-created websites and a learning management system (Class DoJo) customized and updated regularly for students in K - 5 as well as regularly scheduled video conferences parallel to in-person instruction; and
- Online learning via a learning management system (Schoology) customized and updated regularly by 6 - 12 teachers as well as regularly scheduled video conferences parallel to in-person instruction.

Teachers at every level will monitor, support, and document progress of each student's learning; in other words, grades will count and be used to support student growth and motivation. Using a high tech, but simple feedback loop (*see below*), students will be kept engaged, provided guidance and provided feedback on their learning.

**Middle & High School Feedback Loop:** Each teacher arranges live-time, video conferences via Zoom (with a link posted in each teacher's website and in their Schoology Course) to provide direct instruction, conduct discussions, and answer questions, which are conducted while some students are physically in school and some students are learning at home. SSCS secondary teachers post daily learning objectives for students on their website and on the district's online learning management system (LMS), Schoology. These objectives correspond with specific learning opportunities that allow students to use a variety of online materials to engage in learning and show evidence of learning. Students then use a variety of apps to show evidence of learning and submit their work via Schoology assignments. Teachers then assess and provide feedback in Schoology's gradebook, where students (and parents) can see how well students are progressing.



**Elementary Feedback Loop:** Each teacher arranges live-time, video conferences via Zoom (with a link posted to each teacher's website) to provide direct instruction, conduct discussions, and answer questions, which are conducted while some students are physically in school and some students are learning at home. Teachers also use video-conferences and in-person meeting time to allow students to socialize and to complete work with real-time, teacher-support. SSCS Elementary teachers post daily learning opportunities on their website along with online learning resources, and they also reach out to parents via Class DoJo to ensure students have what they need to learn. Students then use a variety of apps to show evidence of learning and submit their work via Class DoJo. Teachers then assess and provide feedback on Class DoJo.



## FREQUENTLY ASKED QUESTIONS??

### What will parent "drop off" look like in the morning?

Due to the requirement for social distancing, parent pickup will look very different for the foreseeable future. Parents will continue to drop off at new visitor entrance utilizing the traffic circle. Students must wait in their parent's car until 7:40. At that time, students may unload and proceed to the line at the front entrance, and follow the signage to maintain 6 feet of separation while waiting to enter the building and possibly have their temperature taken at the door. The daily parent attestation should have already been submitted at this time. Teacher Assistants will be on hand to escort your child to the new gym, where they will remain seated by grade level until 8am. Obviously, no basketball or tag or other running around will be permitted during this time. At 8am, younger students will be escorted up to the elementary classrooms and older students dismissed, with the expectation that separation be maintained while progressing to first period class.

Any students that is unable to listen to and cooperate with staff during this time will not be permitted to participate in this early building entry courtesy.

### Can I bring my child into the building and make sure they arrive in class?

On Wednesday, 9/9, parents of students in grades Kindergarten to Second Grade, by appointment, will be able to walk their child up to their new classrooms to meet and visit their new classroom teacher. Due to COVID 19 precautions, parents and community members will only be allowed in for an emergency situation until further notice.

### Visiting the building?

Again, until further notice, visitations that require entry into the building will not be permitted. The Superintendent, Pat Green and the Principal, Tom Yorke will return calls and are available for meetings throughout the day.

### Will Morning Program still take place?

Morning Program will be virtual until further notice. A schedule and links for Morning Program will be posted on your child's teacher's website.

### After School Program?

SSCS has not received word from New York State as to if funding for this program will be available for the 2020-2021 school year. Until that time, the school day will end at 2:30 pm daily.

### Interscholastic Sports?

Practices for soccer for students in grades 7-12 is scheduled to begin September 21<sup>st</sup>. Certainly there will be more specific information to follow in regards to an abbreviated schedule and requirements for spectators at our school and at others.

### Bus information?

By mid-August, it is expected that parents have already indicated if their child will require school bus transportation, and reserved their spot. Due to state social distancing requirements, each student will have an assigned bus seat and **no bus changes will be allowed until further notice (other than notification that you are picking your child up at school)**. Again, children are required to wear their masks at all points on the school bus. The parent attestation should be completed each morning before 7am prior to bus pick up.

### Parent pick up?

End of day parent pick up will be in the side visitor loop area in a similar manner to last year. Please be patient as you wait, remain in your vehicle, and adhere to the posted 5 mile per hour speed limit while on campus. Parents of students in grades 6-12 should wait by the auditorium.

**VISITOR ENTRANCE**– Students not riding a bus need to enter the building here and possibly have their temperature taken at the door.



**DOUBLE DOOR EXIT ONLY (Old Front Desk Area) ELEMENTARY PARENT PICK UP Area**– This is where elementary students who are being picked up will exit the building from at 2:23-2:27pm.



**EVENT ENTRANCE**– Middle School & High School students not riding a bus will exit from this door. Dismissal at 2:30pm.





Sharon Springs Central School  
2020-21 School Calendar

September						October						November					
M	T	W	T	F		M	T	W	T	F		M	T	W	T	F	
	1	2	3	4					1	2		2	3	4	5	6	
7	8	9	10	11		5	6	7	8	9		9	10	11	12	13	
14	15	16	17	18		12	13	14	15	16		16	17	18	19	20	
21	22	23	24	25		19	20	21	22	23		23	24	25	26	27	
28	29	30				26	27	28	29	30		30					
Sept 7 – Labor Day Sept 2, 3, 8 – Superintendent’s Conf. Days Sept 9 – Remote Learning Student Orientation Sept 10 – In Person Learning Students First Day of Attendance						Oct 8 – Early Release Drill (15 min) Oct 12– Columbus Day						Nov 11 – Veteran’s Day Nov 26 – 27 – Thanksgiving Recess					
December						January						February					
M	T	W	T	F		M	T	W	T	F		M	T	W	T	F	
	1	2	3	4						1		1	2	3	4	5	
7	8	9	10	11		4	5	6	7	8		8	9	10	11	12	
14	15	16	17	18		11	12	13	14	15		15	16	17	18	19	
21	22	23	24	25		18	19	20	21	22		22	23	24	25	26	
28	29	30	31			25	26*	27*	28*	29*		Feb 15 – Presidents’ Day Feb 15 – 19 – Winter Recess					
Dec 24 - 31 – Holiday Recess						Jan 1 – Holiday Recess Jan 18 – Martin Luther King Day Jan 26-29 – Regent’s Exam Days											
March						April						May					
M	T	W	T	F		M	T	W	T	F		M	T	W	T	F	
1	2	3	4	5					1	2		3	4	5	6	7	
8	9	10	11	12		5	6	7	8	9		10	11	12	13	14	
15	16	17	18	19		12	13	14	15	16		17	18	19	20	21	
22	23	24	25	26		19	20	21	22	23		24	25	26	27	28	
29	30	31				26	27	28	29	30		31					
March 15 –Superintendent’s Conf.Day						April 2 – 9 Spring Recess						May 31 – Memorial Day Observed					
June																	
M	T	W	T	F													
	1	2	3	4		Classes not in session						Total # of Pupil Days: 183					
7	8	9	10	11		Staff Development						Staff Development Days: +4					
14	15	16*	17*	18*		* Regents Testing Days						Emergency Closing Days:-5					
21	22*	23*	24	25		Board of Education Approval Date:						TOTAL DAYS: 182					
28	29	30				04/20/2020											
June 18-23 – Regents Testing Days June 22-24 – ½ Day Elementary June 25 – 8 <sup>th</sup> Gr. Grad. 8:30 am June 25- 12 <sup>th</sup> Gr. Grad. 7 pm																	

EDUCATION MATTERS

September 2020

TRANSPORTATION GUIDELINES FOR  
SHARON SPRINGS CENTRAL SCHOOL  
FOR THE 2020 – 2021 (COVID-19-IMPACTED)  
SCHOOL YEAR

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 allows parents to designate **ONE PICK-UP AND ONE DROP-OFF location** for school district transportation. The “Busing Form” must be completed immediately – this form can be found at [www.sharonsprings.org](http://www.sharonsprings.org)>All COVID-19 UPDATES> Busing Form. If you need assistance completing this form, please call the school. The student **cannot** be transported to an alternate location.

**Due to COVID 19 restrictions, no bus changes will be allowed until further notice (other than notification that a parent/guardian or emergency contact is picking your child up at school).**

On a day that you need to pick up your child from school, a written request or phone call needs to be received in the Main Office by 9:00 am on the days the child(ren) will be picked up. The **notes must include** the student’s full name, individual picking up the child(ren), parent/guardian phone number and signature.

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 students 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 3:30 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 at (518)-284-9047 or Sharon Springs Central School at (518)-284-2266.

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

## NOTIFICATIONS

### Emergency Information Sheets

Emergency information sheets will be sent home with your child on the first week 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.

### 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.

### 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 518-284-2266.

### School Supplies

Students are expected to have the necessary supplies for school each day. These supplies should be clearly labeled unless the teacher has asked that they not be marked individually. A supply list is available on the schools website or by visiting the main office. Please check your child’s supplies periodically and replenish when needed. If assistance is needed with acquiring school supplies, the parent should notify the school at 518-284-2267.

### 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 518-284-2266.

### 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.

### 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.

### 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 518-284-2266.

## Staying Connected

Dear SSCS Parents/Guardians:

This year, Sharon Springs Central School will be able to communicate with you via text message, email, and call notifications, making sure you get real-time updates about your child’s attendance, participation, school events, reminders, and more.

#### About KiNVO

SSCS uses KiNVO by Kinvolved to enable school-home communications. You do not need to sign up or log into a website to receive these text messages, emails, or call notifications.

#### About text messaging

KiNVO supports two-way text messaging, which means you can text SSCS back if you have questions or feedback. We hope you take advantage of this safe and secure opportunity to connect with us directly and learn more about your child’s school experience.

If your cell phone plan does not include unlimited texting, you may be charged for receiving these texts from the school district. If you are unsure whether your cell phone plan includes unlimited texting, we suggest you contact your service provider for more information.

#### Opting out

While we encourage you to try out this program, we also want you to know that you may opt out of the messages any time. Should you prefer not to receive messages, please follow the following steps:

- Via SMS: Write back “STOP” or “wrong number” to a message. Your phone number will be removed from the system.
- Via call notification: Enter # 1 at the conclusion of the call notification.
- Via email: Please reply to an email that you receive, and let your school know that you do not wish to receive emails.
- Other options: Email [support@kinvolved.com](mailto:support@kinvolved.com).

We look forward to connecting with you!

## EVENT CANCELLED

**The Annual Booster Club Golf Tournament scheduled for September 19th, 2020 has been cancelled. The 2019 championship team will get free play in the next golf tournament. Thank you for your continued support and understanding.**

## SUPERINTENDENT’S MESSAGE Continued...

As always, students (and staff) with symptoms of illness should stay home if they are feeling ill or sick. SSCS is working and cooperating closely with Schoharie County Department of Health to stop and limit the spread of COVID 19. Sharon Springs CSD will assist with contact tracing by:

1. Keeping accurate attendance records of students and staff members;
2. Ensuring student schedules are up to date;
3. Keeping a log of any visitor which includes date and time, and where in the school they visited;
4. Assisting the local health departments in tracing all contacts of the individual in accordance with the protocol, training, and tools provided through the NYS Contact Tracing Program.

Our full state mandated reopening plan is a “living document” meaning that it will be updated frequently and often as becomes necessary with new developments of best practice. It can be accessed at <https://sites.google.com/sharonsprings.org/sscsupdates-coronavirus/reopening-plan>.

We will continue to monitor this evolving situation and will continue to keep you updated on any action the district is taking to keep our students and staff safe.

In other news, new flooring awaits in the old gym and main entrance area. The central design in the main foyer is that of a Spartan head composed of our traditional morning program character traits along with those from the Positivity Project. This design was submitted by an 11th grade student under the tutelage of our Art Teacher, Ms. Sue Futerko. In addition, the air circulation on the 3rd floor has been significantly improved as part of a ventilation project.

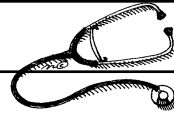
Our main goal at SSCS, as always, is to create and maintain an educational environment in which all students feel safe and are able to concentrate on learning and being able to take advantage of educationally related opportunities be it virtual or in-person. Our staff is eager to reconnect with your children and help them in any way that they can, be it academically or extra-curricular. 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.

Again, thank you for your patience and support during the past few months and in working to fulfill the educational mission of SSCS during the months ahead.

Patterson Green  
Superintendent



## Important Notices From the School Health Office



## Physical &amp; Dental Certificate Requirements

It is mandated by New York State that new entrants, students in Grades Kindergarten, 1, 3, 5, 7, 9, and 11 have an updated physical (done less than 12 months prior to entrance date) on file in the Health Office. You may choose to have this exam done by the student's own medical provider and a copy of the physical MUST then be forwarded to the school nurse for the student's health record. A Medical Provider also comes to the Health Office throughout the year to perform physicals. A date will be scheduled in the fall of 2020 for a Bassett Medical Provider to come to the School Health Office to perform physicals. If your student has not had a physical in the last 12 months and is in the above grades they will need to have one. Male students are routinely screened for possible hernias during these physical exams. BMI information is also collected at time of the physical.

It is also mandated by NYS that public schools request dental health certificates for new entrants, students in Grades Kindergarten, 1, 3, 5, 7, 9, and 11.

If you would like your student to receive a physical with our medical provider or have any questions please call the Health Office at (518)284-2266 Ext. 107.

## BMI SURVEY

As part of a required school health examination, a student is weighed and his/her height is measured. These numbers are used to figure out the student's body mass index or 'BMI'. The BMI helps the doctor or nurse know if the student's weight is in a healthy range or is too high or too low. Recent changes to the New York State Education Law require that BMI and weight status group be included as part of the student's school health examination. A sample of school districts will be selected to take part in a survey by the New York State Department of Health. If our school is selected to be part of the survey, we will be reporting to New York State Department of Health information about our students' weight status groups. Only summary information is sent. No names and no information about individual students are sent. However, you may choose to have your child's information excluded from this survey report. The information sent to the New York State Department of Health will help health officials develop programs that make it easier for children to be healthier. If you do not wish to have your child's weight status group information included as part of the Health Department's survey this year, please call the Health Office at 518-284-2266 Ext.107 and inform the school of your choice to opt your child or children out.

## Required Screenings

**Vision:** Distance acuity for all newly entering students and students in Kindergarten, Grades 1, 2, 3, 5, 7 and 10.  
Near vision acuity, hyperopia and color perception screening for all newly entering students, including Kindergarten.

**Hearing:** Hearing screening for all newly entering students and students in Kindergarten, Grades 1, 3, 5, 7 and 10.

**Scoliosis:** Scoliosis (spinal curvature) screening for all students in Grades 5 – 9.

## Medication In School

New York State Education Law prohibits the giving of internal medication in school unless a written doctor's order for that medication and a written parental request to give that medication is brought to the school nurse. This law also includes over-the-counter medication such as aspirin, acetaminophen, cold preparations, and cough drops. A parent must personally bring to the nurse all medications in the original package with the original prescription on the label. This also includes over-the-counter medication, which needs to be in the original manufacturer's container/package, with the student's name affixed to the container. A pharmacy label on a prescription DOES NOT constitute a written order and CANNOT be used instead of a written order from a licensed prescriber.

If your child needs medication at school, please fill out the appropriate form for medication administration in school. This form can be accessed on our website under the health section or by contacting the Health Office 518-284-2266 Ext. 107. The form must be filled out and signed by a parent/guardian and then taken to the physician's office for completion. It then must be returned to the school health office by leaving with front desk attendant. This also applies for students who are approved by MD and parent for **SELF-CARRY** which also requires an additional form. Medication CANNOT be administered at school unless all of these procedures are followed and they need to be **updated annually**.

## Immunization Reminders

**Grade 6**

**Tdap:** Boostrix® & Adacel®

**Age 10:** Not required to receive the Tdap until they turn 11 years old. At that time they must provide documentation of a booster dose of Tdap or provide proof of an appointment for the booster dose within 14 days.

**Age 11:** Must receive an immunization containing tetanus toxoids, diphtheria, and acellular pertussis (Tdap).

**Grades 7 and 12**

**Beginning September 1, 2016, all 7<sup>th</sup> and 12<sup>th</sup> grade students MUST HAVE proof of having been given Meningococcal vaccine (shot) in order to attend school.**

Students entering **Grade 7 in 2020 must have 1 dose** of meningococcal vaccine. They will be required to get a booster at age 16.

Students entering **Grade 12 in 2020 must have either:**  
-2 doses of meningococcal vaccine with **the booster dose given on or after age 16.**  
-1 dose if your child's first dose was given on or after age 16.

## NOTIFICATIONS

**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 at 518-284-2266.

**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 pursuant of AHERA. The six-month surveillance was completed in December 2015 and June 2016. The triennial inspection was completed in June 2015. 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 518-284-2266.

## 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.

**Office of Children and Family Services (OCFS)**

Do You Suspect Abuse or Maltreatment?

**Report it Now!**

Call our Statewide Toll Free Telephone Center Number:

**1-800-342-3720**

If you are deaf or hard of hearing, call TDD/TTY at

**1-800-638-5163**

or have your Video Relay System provider call

**1-800-342-3720**

If you believe that a child is in **immediate danger**, call **911** or your local police department.

For more information about reporting child abuse visit the Office of Children and Family Services website at:

<http://ocfs.ny.gov/main/cps/>.

For information on child abuse prevention visit [www.preventchildabuse.org](http://www.preventchildabuse.org).

**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)

## Universal Pre-K and Head Start Programs

Sharon Springs Central School hosts a Universal Pre-Kindergarten Program, a Head Start program for 3 year olds and an Early Head Start program for expectant mothers and children 0-3 years old. Programs are operated by Schoharie County Child Development Council. For more information or to sign your child up call 518-284-3800.

## Important Reminders

- Doors for students will open on **Thursday, September 10<sup>th</sup> at 8:00 a.m.**
- Each year, schools are required to provide information in written form or electronically to parents. To comply with these regulations you will find various notices in this newsletter. New York State S.A.V.E. Legislation (Schools Against Violence in Education) requires school districts to annually review their Code of Conduct. 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 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 ([firstinitiallastname@sharonsprings.org](mailto:firstname.lastname@sharonsprings.org)).

### 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 2:30 p.m., students are expected to concentrate on learning and preparing for classes. Cell phones and other electronic devices such as iPods and MP3 players should be turned off. School issued iPads are the only electronic device authorized to be used in the 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 recording should be taken. The phone should not be displayed while in passage from the locker to the old gym and back to the locker. **Cell phones/cameras are prohibited in the Gymnasium Locker Room Areas and Classrooms at all times.**

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, administration and other school staff in emergency situation.

### 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 by entering the Visitor Traffic Loop. Students should exit from the passenger side of the vehicle and enter the building through the new Visitor Entrance.

**\*Please be aware of crosswalk right of way areas and newly placed STOP signs in the driveway/parking area.**

There is no student drop off/parent parking in the eastern lot near France Street/Route 10. School staff will be on hand at both the bus unloading and front desk entrance to assist the younger elementary students.

Dismissal time for student in K-5 is 2:23 p.m. Dismissal time for students in grades 6-12 is 2:30 p.m.

Afternoon buses will load in the front loop facing Route 20.

Afternoon parent pick up will be in the Visitor Traffic Circle. Parents should enter the traffic circle and wait in the vehicle for their elementary child to exit from the double doors (old Front Desk Entrance). If a parent is also picking up a middle or high school child we ask that the continue to slowly loop the traffic circle or park in one of the available visitor parking spaces. Middle school and high school students will exit from the Event Entrance. For safety we ask that you remain in your vehicle when picking up your children. (See page 15 for illustrations)

**It is important to note that the on-campus speed limit will remain 5 miles per hour. Please be vigilant when driving, parking and moving about in the parking lot/driveway areas.**

### 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 NEW GYM beginning at 7:40 a.m. to assist with early work schedules.

**Please be advised that prior to 7:40 a.m. there is no adult supervision. Therefore, students are not permitted to be in the school building prior to 7:40 a.m.**

**Any student entering the building prior to 8:00 am will be required to wait in the New Gym with a mask and social distance with their grade level cohort. Students will not be allowed to wait in the hallways under any circumstances.**

**EVENT CANCELLED**  
For Public Safety the  
“Doin’ it For Dodi”  
Liz Handy Fund  
10th Annual Spaghetti Dinner  
& Basket Raffle has been cancelled.

Anyone wishing to donate to the ALS Research Foundation in Dodi Cechnicki’s memory may do so by sending donations directly to:  
St. Peter’s ALS Regional Center  
19 Warehouse Row  
Albany, NY 12205

## 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: The collection, disclosure and use of personal information gathered from the students for the purpose of marketing or selling that information.
1. 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:

<u>Activity</u>	<u>Date</u>
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

### 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 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 at (518)284-2267. All requests will be honored in a timely manner.



**SHARON SPRINGS CENTRAL SCHOOL**  
**SEPTEMBER 2020 BREAKFAST/LUNCH MENU**  
 (Subject to Change)

**AVAILABLE DAILY:** Grilled Chicken Salad, Fruit & Yogurt Parfaits, PB&J.  
 Assorted Fruit, Low Fat Milk and Water

<b>2020-2021 Pricing</b>  <b>K-12 Breakfast \$0</b> <b>K-5 Lunch \$0</b> <b>6-12 Lunch \$0</b>  <b>K-12 Ala Carte- \$1.55</b> <b>Milk &amp; Snack Milk -\$0.55</b> <b>Adult Breakfast - \$2.20</b> <b>Adult Lunch - \$4.05</b>  <b>* Students are charged for extra servings of food/milk &amp; snack milk.</b>	<u><b>WELCOME BACK!!!</b></u>  EVERYONE WHO GETS A COMPLETE MEAL <u><b>EATS FOR FREE !</b></u> Choose no less than 3 of the 5 Food Components and REMEMBER... one of these HAS to be fruit or veggie!!	9.  	10.  Popcorn Chicken Tater Tots Green Beans	11.  Stuffed Crust Pizza Garden Salad LF Ranch Corn
14.  Chicken Nuggets Tater Tots Honey Dill Carrots	15.  Oven Baked Ziti w/ Meatballs Bread & Butter Baked Beans	16.  Turkey & Gravy over Mashed Potatoes Cranberry Sauce Steamed Broccoli	17.  Hotdog/WW Bun WG Mac & Cheese Baked Beans	18.  Stuffed Crust Pizza Garden Salad LF Ranch Corn
21.  Chicken Patty WW Bun Herbed Rice Honey Dill Carrots	22.  Hamburger/Bun Tater Tots Baked Beans	23.  Grilled Cheese Tomato Soup Steamed Broccoli	24.  Chicken Biscuit & Gravy Mashed Potato Cranberry Sauce Green Beans	25.  Stuffed Crust Pizza Garden Salad LF Ranch Corn
28.  BRUNCH FOR LUNCH Flavored Pancakes or French Toast Sticks Sausage Patty Carrot and Celery Sticks	29.  Chicken Nuggets Herbed Rice Steamed Broccoli	30.  Popcorn Chicken Tater Tots Green Beans		

<u>Breakfast Every Monday</u>  WG Bagel w/ Bream Cheese Juice Milk	<u>Breakfast Every Tuesday</u>  Homemade Chocolate Chip Muffin Juice Milk	<u>Breakfast Every Wednesday</u>  Breakfast Sandwich Juice Milk	<u>Breakfast Every Thursday</u>  Homemade Chocolate Chip Muffin Juice Milk	<u>Breakfast Every Friday</u>  Cinnamon bun Fruit Juice Milk
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**EDUCATION MATTERS**

September 2020

**Dignity for All Students Act (DASA)**

The Dignity for All Students Act (DASA) was effective July 1<sup>st</sup>, 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 which is available on the school’s website at [www.sharonsprings.org](http://www.sharonsprings.org).

Should students or parents have questions or concerns regarding the Dignity For All Students Act, they should contact Elizabeth Rosenberger, the Dignity Act Coordinator for the District, (518) 284-2267.

**CEP/Provision 2 Non-Base Year Household Income Form INSTRUCTIONS**

**PART 1**

**ALL HOUSEHOLDS MUST COMPLETE STUDENT INFORMATION. DO NOT FILL OUT MORE THAN ONE FORM FOR YOUR HOUSEHOLD.**

1. Print the names of the children, including foster children, for whom you are applying on one form.
2. List their grade and school.
3. Check the box to indicate a foster child living in your household, and check the box for each child with no income.

**PART 2**

**HOUSEHOLDS GETTING SNAP, TANF OR FDPIR SHOULD COMPLETE PART 2 AND SIGN PART 4.**

1. List a current SNAP (Supplemental Nutrition Assistance Program), TANF (Temporary Assistance for Needy Families) 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.
2. An adult household member must sign the form in PART 4. **SKIP PART 3** - Do not list names of household members or income if you list a SNAP, TANF or FDPIR number.

**PARTS 3 & 4**

**ALL OTHER HOUSEHOLDS MUST COMPLETE ALL OF PARTS 3 AND 4.**

1. Write the names of everyone in your household, whether or not they get income. Include yourself, the children you are completing the form for, all other children, your spouse, grandparents, and other related and unrelated people living in your household. Use another piece of paper if you need more space.
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), 2 x per month, monthly. If no income, check the box.** 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 and Development Block Grant, TANF and At Risk Child Care Programs should **not** be considered as income for this program.

**PRIVACY ACT STATEMENT: This explains how we will use the information you give us.**

The Sharon Springs Central School district requires the information on the application in order to determine District-wide eligibility for the free lunch program.. The district may also use the income information to determine eligibility for other income based programs such as Caring & Sharing, Karker Fund use and College in the High School tuition exemption. Information provided will be kept confidential and only be used for the purposes as stated above or where required by State and Federal Reporting.

Community Eligibility Provision (CEP)/Provision 2 non-base year  
Household Income Eligibility Form

The Sharon Springs CSD is participating in the Community Eligibility Provision (CEP) or Provision 2 in a non-base year. All children in the school will receive meals/milk at no charge regardless of household income or completion of this form. This form is to determine eligibility for additional State and federal program benefits that your child(ren) may qualify for. Read the instructions on the back, complete **only one** form for your household, sign your name and return it to the school named above. Call Melissa Simpson, 518-284-2266 ext. 123 if you need help.

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. 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"/>

4. Signature: An adult household member must sign this application.

I certify (promise) that all the information on this application is true and that all income is reported. I understand that the information is being given so the school may receive 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: \_\_\_\_\_

Home Phone : \_\_\_\_\_ Work Phone : \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

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

Total Household Income/How Often:

Free Eligibility

Reduced Eligibility

Denied Eligibility

Household Size:

Signature of Reviewing Official

Dear Parent/Guardian:

As you are aware, SSCS qualified for a community grant that enabled our students to receive free lunches and breakfast. However, in order for this program to continue we are required to have current free and reduced lunch applications on file each year.

**While this information will remain confidential, it may also be used to determine eligibility for other programs such as College in the High School, Caring and Sharing and the Karker Fund.**

Please fill out the application on the previous page and return it to the cafeteria as soon as possible. This will enable the district to keep the many programs that we are fortunate to currently participate in and pursue many others that could help our district and families. **Most importantly completing this form will help the district to maintain the grant that allows your child(ren) to have free breakfast and lunch at school.**

Thank you for your continued support of our students.

Sincerely,

Anthony M. DiPace  
Business Manager

Letter to Parents for School Meal Programs  
Special Provision Options (Provision 2 Non-Base Year & Community Eligibility Provision)

Dear Parent or Guardian:

We are pleased to inform you that the Sharon Springs Central School will be implementing a meal certification option available to schools participating in the National School Lunch and School Breakfast Programs for 2020-2021 school year.

**What does this mean for your child(ren) attending the school(s) identified above?**

All students enrolled at the Sharon Springs Central School are eligible to receive a healthy breakfast and lunch at school at **no charge** to your household each day of the 2020-2021 school year. No further action is required of you. Your child(ren) will be able to participate in these meal programs without having to pay a fee or submit an application.

If your children attend schools that are not participating in CEP, your household may still need to fill out a confidential meal application or pay for meals.

If you have any further questions, please contact us at 518-284-2266 ext 123 or email [msimpson@sharonsprings.org](mailto:msimpson@sharonsprings.org).

Sincerely,

Melissa Simpson