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# CENTER STAGE

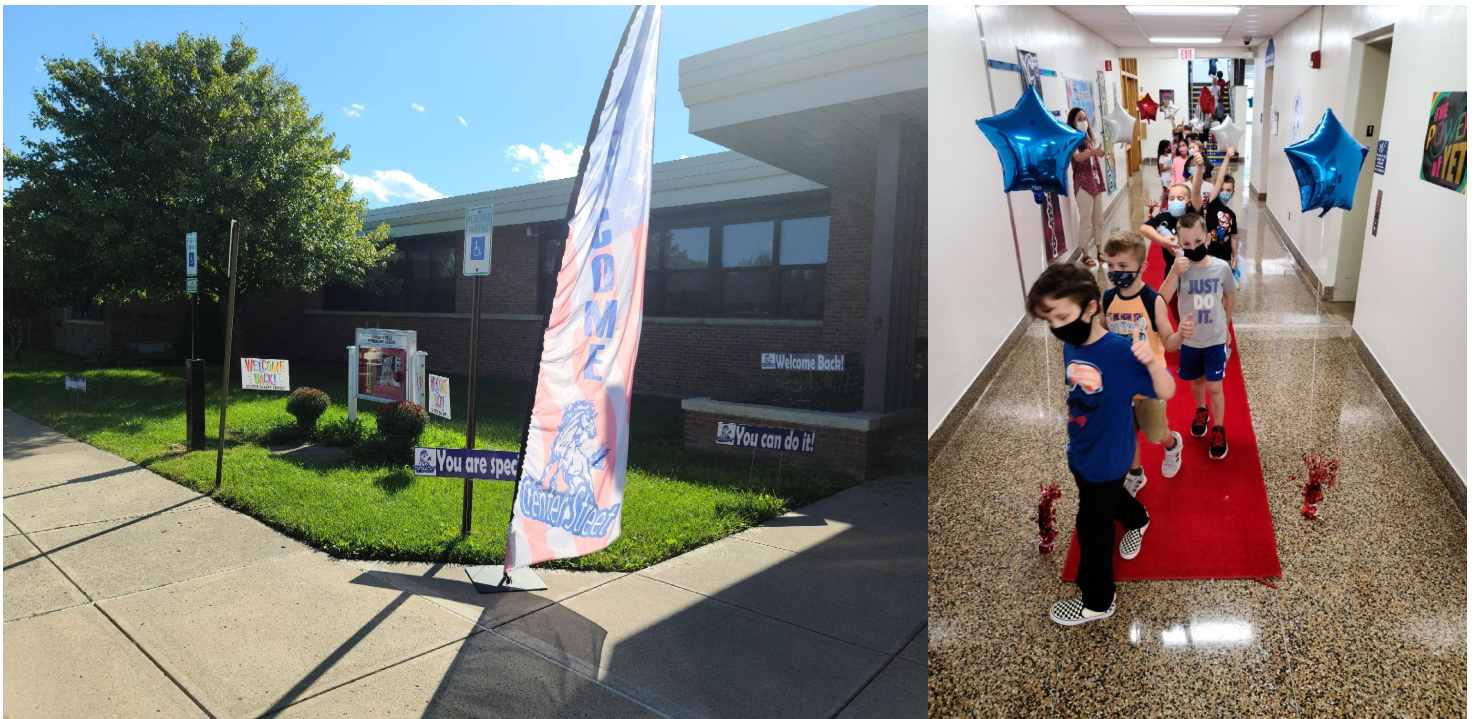
September 2022

Center Street Elementary Horseheads, New York

**Sharing, Caring, and Learning for Life.**  
**Experience the sights and sounds of**  
**Center Street Elementary**



# WELCOME BACK!



**GETTING READY TO ROLL OUT THE RED CARPET ONCE AGAIN—  
WECOLMING OUR STUDENTS, STAFF AND FAMILIES BACK!**

**Welcome to an exciting new school year at Center Street Elementary School!**

**All the teachers have been busy preparing the classrooms to make them look spectacular! The summer custodial team worked hard all summer to make sure everything is sparkling clean! The school staff has been busy preparing to meet the needs of the new and returning students. Many new and exciting things are planned just for YOU! We look forward to sharing your successes together!**

# Center Street Information

***BUILDING DOORS WILL BE LOCKED—CHANGE!!!!!!!!!!!!!!!!!!!!!!!!!!!!***

As part of the District-wide security system and our emphasis on safety, the building doors will be locked during the day. Both of the main lobby entrance doors have a white box. Please push the button, wait for a response and you will be buzzed into the building. We may ask you to look toward the camera or identify yourself by speaking into the white box. Once you enter the building, please report directly to the office to sign in and pick up a visitor's badge. You will need to be buzzed in for you to enter the office. Please push the door once you hear the buzz noise.

**Visitors to the Schools** – to maintain a safe place for our children to work and learn, certain limits must be set for visits by parents and other agencies. For these reasons, the following rules apply to ALL visitors to the school:

Access to the elementary building will be through the **main entrance ONLY** beginning at 7:45 AM.

**ALL VISITORS ARE REQUIRED TO SIGN IN AT THE MAIN OFFICE IMMEDIATELY UPON ENTERING THE BUILDING TO RECEIVE A VISITOR'S PASS WHICH MUST BE WORN AT ALL TIMES WHILE IN THE SCHOOL OR ON THE SCHOOL GROUNDS.**

Also, as parents arrive in the morning with children, please remain in the lobby area. Children must learn to proceed to their room on their own.

Teachers are expected NOT to take class time to discuss individual matters with visitors.

Visitors attending school functions that are open to the public such as parent teacher organization (PTO) meetings or public gatherings are not required to register.

Any consumables (food, beverages, etc.) brought in by visitors are subject to search and / or inspection.

## **GUIDELINES FOR CLASSROOM PARTIES / CELEBRATIONS**

Following the below practices will help to protect your children against food-borne illness. If bringing food to your child's class such as drinks, cakes or pastries, the following guidelines should be used:

Please notify the teacher and get their permission first. Immediately after cooking, if possible, items should be wrapped individually (i.e. cookies, muffins, cupcakes, etc.). The Chemung County Health department makes these additional requests:

COLD FOODS SHOULD BE REFRIGERATED IMMEDIATELY AND HELD BELOW 45 DEGREES FAHRENHEIT. HANDS SHOULD BE WASHED BEFORE FOOD PREP AND THEN YOU SHOULD NOT TOUCH FOODS AFTER THEY ARE COOKED. GLOVES, TONGS OR DELI PAPER SHOULD BE USED SO THERE IS NO BAREHANDED CONTACT WITH FOOD AFTER PREPARATION.

***\*TEACHERS DO NOT HAVE KNIVES OR UTENSILS IN THE CLASSROOM-SO PLEASE MAKE SURE ALL TREATS ARE PRE-CUT OR INDIVIDUALLY WRAPPED.***

**MEDICATION IN SCHOOL** - If a student needs any form of medication at school, a written physician's prescription and written parental consent are necessary. Any medication should be brought in the original container to the health office by an adult where it will be stored and dispensed. Please contact Mrs. Raezor with further questions, please call the office at 795-2580.

**APPR of Teacher and Principals** -The District is required to implement Annual Professional Performance Reviews (APPR) of teachers and principals. The outcome of the APPR is that each teacher and principal will receive an Overall Composite Rating based upon Observation and Student Performance scores. The four possible Overall Composite Ratings are Highly Effective, Effective, Developing and Ineffective (HEDI). You may request the Overall Composite Rating for the teachers and principals in the school building to which your child is assigned for the current school year by contacting the building principal of your child's school. Further, if you require additional explanation of the ratings for the teachers and principals, you may contact Tony Gill, Assistant Superintendent, at 607-739-5601, x4263. Please note that this information may be released only to parents or legal guardians. The District will verify that any request received is a bona fide request submitted by a parent or legal guardian.

The Dignity Act Coordinator (DAC) for CENTER STREET is Patricia Sotero. Complaints regarding discrimination, harassment, or bullying of any student should be referred to Patricia Sotero at 795-2580 x 2600. The Dignity Act Coordinator for the Horseheads Central School District is Caitlin DeFilippo. Mrs. DeFilippo may be reached at 143 Hibbard Road, Horseheads, NY 14845, 607-739-5601, x4211.

**Safe Schools Line - To report a concern, rumor, or other safety issue - call 795-2044 or 1-800-305-4984. Line is available 24 hours a day - ALL CALLS ARE ANONYMOUS AND CONFIDENTIAL.**

The Horseheads Central School District offers educational programs without regard to actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sex, sexual orientation, or gender (including gender identify and expression). Inquiries regarding this notice may be made to Caitlin DeFilippo, Title IX and DASA Coordinator, or Kelly Squires, Section 504 Coordinator, Horseheads Central School District, 143 Hibbard Road, Horseheads NY 14845, (607) 739-5601.



Hello Center St. Colt Families,



Center Street has been dedicated to providing the very best elementary education to our students, Kindergarten through Fourth Grade. Throughout our proud history, Center Street has been a place where students are intellectually ambitious, engaged, and curious about the world in which they live. Our students are compassionate, creative, and filled with desire to meet new challenges and pursue creative paths to solutions.

We are all very excited about the 2022 - 2023 school year, where classrooms once again will be full with activities and ideas that challenge and inspire our students. Our AMAZING teachers work hard to create an exceptional learning environment for our students. One major focus for our fourth graders will be to focus on leadership and that begins win the classrooms when our oldest students take on the responsibility of being the school's student leaders.

Throughout the year, exciting things are happening in our classrooms and throughout our building! We encourage you to get involved by joining our PTO Group, volunteering at school activities, and taking an active role in your child's education. You are the BEST gift you can give your child. YOU are your child's most important teacher. As a parent of three children, I know how quickly the elementary school years fly by, but they are certainly the most important years of your child's (ren) life. It is truly my desire to keep the focus on increasing student achievement and doing whatever it takes to help ALL our students be successful and enjoy coming to school each day. I believe that learning should be fun and that an elementary school should pave the way for a lifetime of learning.

Looking forward to seeing all of our students' smiling faces!

Sincerely,  
Mrs. Sotero

### Center Street Elementary Contact Information

812 Center Street

[www.horseheadsdistrict.com](http://www.horseheadsdistrict.com)

Horseheads, NY 14845

(607) - 795 - 2580

Patricia Sotero, Principal

Melissa Yearick, PTO Executive Officer

Jamie Sullivan, Secretary

Jamie Dauphinet, PTO Executive Officer

Jessica Koellner, Attendance Clerk

Carrie Reazor, Nurse, RN

Alexis Starkweather, Nurse, LPN

Newsletter in Color: <http://www.horseheadsdistrict.com/centerst/csnews.cfm>

# RESPECT



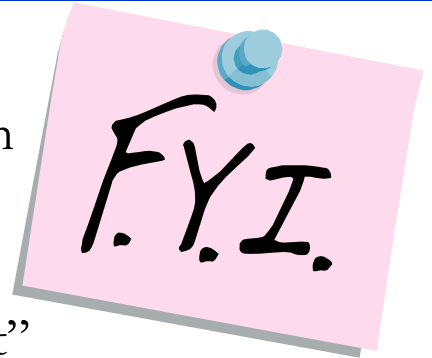
**Respect:- Think "the Golden Rule"**

Treat others with respect; follow the Golden Rule • Be tolerant and accepting of differences • Use good manners, not bad language • Be considerate of the feelings of others • Don't threaten, hit or hurt anyone • Deal peacefully with anger, insults & disagreements



# Center Street Information

Mrs. Sotero will be visiting each classroom during the first week of school to discuss the Center Street expectations. Parents are asked to read over the “HH Code of Conduct” packet with their children. The code book serves as a guide for student expectations and displaying good citizenship in school and in the community. Please be aware that our Board of Education has adopted this code for ALL of our schools, and expects that it will be fully enforced as written. If you have any questions or concerns, please contact Mrs. Sotero.



## **Homeless Students/Students in Temporary Housing Notice**

Children and youth in temporary housing have the right to:

Stay in the same school and get free transportation even if it is across district lines

Immediately enroll in school without records (school, medical, or vaccination records, proof of residency)

Get special education services immediately if the student has a current Individualized Education Plan (IEP)

Participate fully in any school activities, including before- or after-school activities

Get support services and help with things like school supplies through Title I

Get free school meals without filling out an application

Get help enrolling in pre-k, Head Start, other preschool programs, and Early Intervention

Get help applying for financial aid for college if the student is an unaccompanied youth

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

# Our Community Partnerships!

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Business/Organization
American Cancer Society
American Red Cross
Applebees
Appleridge/Bethany Village
Arctic League
Arnot Art Museum
Arnot Mall
Arnot Odgen Medical Center
Big Flats Lions Club
Boy Scouts
Central Recycling Co-Op Inc.
Chemung ARC – Kids on the Block
Chemung Canal Trust Co
Chemung County Mental Health
Chemung County SPCA
Chemung County YWCA/Kids World
Chemung Valley Historical Society
Child and Family Plus
Children’s Miracle Network
Children's Integrated Services
Chili's
Clemens Center
Cornell Cooperative Extension
Corning Community College
Corning Inc.
Corning Museum of Glass
Division of Veterans’ Affairs
Dollar General
Dominos
Dr. Lawas DDS
Elmira College
Enjoy the City
Fairgrounds - Chemung County
Farmland Animal Park
First Arena
GI Go Fund/Jeans for Troops
Girl Scouts
Girls on the Run
Giuseppe's Pizzeria
Horseheads American Legion

Horseheads Animal Shelter
Horseheads Elks
Horseheads Fire Department
Horseheads Free Library
Horseheads Police Department
Horseheads Rotary
Horseheads - Village
Horseheads Women's Club
Horseheads Youth Bureau
Horseheads/Nakagawa Sister City Assoc
Iron Kettle Pumpkin Farm
JoAnn Fabrics
Junior Achievement
Kohls
Let’s Dance
Liberty Balloon
McDonald's
Minier Brothers
NY Sports and Fitness
Old McDonald's Farm
Outback Steak House
Party Central
Party Time
Picnic Pizza
Pizza Hut
Polly-O
Quarry Farm
Reisinger's Apple Farm
RSVP of Chemung County
Ruby Tuesdays
Smithhome Farms
Southern Tier Food Bank
Southern Tier Pediatrics
Star Gazette
Subway
Sullivan's Train
Sweet Frog
Tanglewood Nature Center
Target
Texas Roadhouse
TGI Fridays
Tops
United Way
US Armed Forces
Veterans Hospital
Vietnam Museum
Wegmans
WETM

## Center Street Elementary: Kindergarten - 4<sup>th</sup> 2022 - 2023

### Student Drop-Off: 7:40 AM – 8:15 AM

Follow markings on map attached for direction of travel in the parking lot. ALL vehicles must drop their students off in the drop off-line.

Students may begin to eat breakfast at 7:45.

Seven vehicles should be prepared to unload at one time.

All students enter the LOBBY entrance doors.

Students will then be directed into the cafeteria. If we need extra space, our gym is set up to accommodate our students.

Parents should not park at this time and get out of their car. We will provide our students car to door service.

**If you arrive later past 8:15,** please pull up in front of the building closest to the sidewalk, call the office at 795-2580 and someone will come out to assist you.

### Student Pick-Up: 2:25 PM – 2:40 PM – you may line up beginning at 2:15.

Please follow the directions on the map.

On the map, please follow the color representing your child's grade level.

***If our traffic is backed up entering the parking lot, kindly turn right when entering the parking lot and do a U-Turn in front of the high school. You will then be able to proceed to the correct line. This will assist with keeping our traffic moving.***

**Kindergarten Parents will need to start lining up at 2:05 – Past the flagpole.**

Please place your provided pick-up name sign on the passenger's side of your vehicle either on the dashboard or on the window. This will help to expedite the dismissal process. You will be receiving your sign for your child at our Open House. Every child will receive a sign and the **oldest sibling** will receive a Family Sign should you have more than one child attending Center Street.

Please wait in your vehicle until:

All busses have departed AND it is **2:30** or unless directed by a CS Staff Member.

Staff will be looking for your sign and then will bring your child to you.

If it is a unique day and you are picking up multiple students outside of your household, you will need to go back around to the appropriate line to pick up the additional students by grade.

**If you arrive earlier than 1:50 to pick up your child for an appointment,** please pull up in front of the building closest to the sidewalk, call the office at 795-2580 and someone will come out to assist you.

Parents should not park and get out of their car. All of our BOCES classes, please follow the kindergarten drop off and pick up procedures.



**2rd & 3rd GRADE  
PICK UP**

PLEASE DRIVE CLOSE TO CURB AT NORTH END OF BUILDING BY THE HIGH SCHOOL. Then pull in the 1st lane.

**1ST GRADE  
PICK UP**

PLEASE DRIVE DOWN LANE #2

**FAMILY GROUP  
PICK-UP**

PLEASE DRIVE DOWN LANE #3

**4TH GRADE  
PICK UP**

PLEASE DRIVE DOWN LANE #4

**KINDERGARTEN  
PICK UP**

PLEASE DRIVE DOWN - LANE #4 PAST PARKING LOT, PAST THE FRONT LOBBY DOORS, PAST THE FLAG POLE.

**ALL ENTER HERE! LOOK FOR COLOR CODED SIGN.**

LANE #1

LANE #2

LANE #3

LANE #4

K & 4TH GRADE - USE THE FAR RIGHT LANE ONLY - CLOSET TO STOP SIGN .

LEFT LANE IS FOR BUSES AND STAFF ONLY



**ALL STOP! WAIT FOR STAFF DIRECTION**

**EXIT HERE**

K LINES UP HERRE

Front Lobby Doors





***Center Street***

***Fall Festival!***

**Friday, Sept. 23rd**

**6:00 – 8:00 pm**

Come out for a night of fun at the  
Center Street Fall Festival, sponsored by the  
CS PTO!

*Games, snacks and so much more!*

*Plus, we our Scholastic Book Fair will be  
available to shop at!*







**2022 CS OUTDOOR  
FALL FESTIVAL  
September 23rd  
6-8pm**

Friday, Sept. 23rd is our annual Fall Festival, a great school spirit event sponsored by Center Street PTO. You can play games, visit the fun house, and enjoy delicious snacks. We will also be having our Fall Scholastic Book Fair for you to enjoy visiting and shopping at during the event!

**How you can help:** We need festival volunteers (both adults and older students) for games, snacks, set-up and clean-up.

Please return this form to the school by Monday, Sept. 19<sup>th</sup>.

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**Food Table Snack Donations** – Please indicate if you are able to donate packaged snacks for the food table, and what you would like to donate: \_\_\_\_\_

**Helpers Needed!** – We are in need of 30 adult and intermediate school+ aged students to help work some of the activities at fall festival. Please let us know if you, or someone you know can help!

	Set Up	Festival Helper	Clean Up
3:30-5:45	_____		
5:45-8:00		_____	
8:00-8:45			_____

Name of Workers: \_\_\_\_\_

Phone & Email: \_\_\_\_\_

Other Donations/Comments: \_\_\_\_\_

We will be contacting volunteers the week of the festival.  
Please email [contact@cspto.org](mailto:contact@cspto.org) with any questions.

## Pets in School



Through the school year we may have presentations and activities that involve pets. This is often a very exciting and enjoyable experience for the students. However, we do realize that some students have allergies or fears of pets. **If your child has a specific pet allergy, if you should have any concerns about pets that you would like to discuss, or if you wish your child not to participate in any activity involving pets, please notify the school office in writing or at 795-2580 by Fri., Sept. 9th. We are fortunate to have a certified therapy dog visit our school. Students love to read with him too. Finley greets our students every day and everyone LOVES him!**

**\*\*\*Due to safety concerns and construction at CS, we are not opening up the cafeteria to our parents and families at this time.**

**Thank you for your understanding.\*\*\***

**Do you or your children need health insurance? Fidelis Care can help!**

Fidelis Care offers free or low-cost health insurance through New York State's Child Health Plus, Family Health Plus, and Medicaid Managed Care programs. Fidelis Care members are covered for regular checkups, preventive care, routine screenings, hospital and emergency care, eye exams, dental care, and more. Members can choose their own doctor so they can receive care from someone they know and trust, close to home.

# SMILE... PICTURE DAY!

**School Pictures will be taken on Thursday, September 22nd. Please be sure to return your order form on Thursday, September 22nd.**



*Clip Box Tops - earn cash for our school!*

Our school wide goal for collecting Box Tops is even BIGGER this year, which means our contests are going to be even BIGGER this year, which means our prizes will be even BIGGER this year!!

Our monthly **PTO meeting will be on Monday, September 13th.** Looking forward to seeing you there!!! You don't want to miss it. Please note our usual meetings are the first Tuesday of every month. This is a unique meeting time due to other conflicts on the district's calendar.



The Center Street Elementary School playground is available to all community members AFTER 4:00 PM each school day. NO dogs or other non school personnel should be on the property. We want to maintain the safety and protection of our students at ALL times. We appreciate your cooperation and understanding in this matter. **As we work together, we provide the best safety and protection of each and every student.**



**PLEASE DO NOT FORGET—THE LATE BELL RINGS AT 8:15AM YOUR CHILD WILL BE MARKED LATE IF HE/SHE IS NOT IN THE CLASSROOM AT 8:15.**



# AWESOME CLUBS!



Center Street is pleased to be able to offer a variety of clubs that students may participate in after school. Below is a listing of the clubs for our students. Please get in your forms as soon as possible! Our clubs fill up quickly.

**Homework Club (HWC)** – Want to get your homework done quickly? Then this club is for you. Each day – Monday – Thursdays, HWC meets in the library from 2:25 – 3:00. This club is for **grades 2 – 4**. Advisors, **Mrs. Potter and Ms. Trumbell** **Sept. 19 – May 18, 2023**

**Safety Patrollers** – This club helps students develop their leadership as they assist in keeping our students safe each morning. The Safety Patrollers begin each Oct. – June from 8:00 – 8:15 every day. This club is for students in **grade 4 only**.

**Advisor – Mrs. Karastury Sept. – June**

**Student Council** - This club helps students an opportunity to create school spirit days and outreaches into our community and world. This club is for student in grade 4 only. The group meets each Monday, 2:30 - 3:15. Sept. - June. Advisor - Ms. Taylor

**Our new book focus this year is**  
**“All People Are Beautiful” by Vincent Kelly**  
**CELEBRATING EVERYONE’S DIFFERENCES AND**  
**UNIQUENESS is important at CS!**



## New Horseheads Staff members join our family at Center Street

**Mrs. Cantliffe** - is our Rtl Teaching Assistant. Mrs. Cantliffe has been working at CS all year as a 1:1 and is excited about her new role. Mrs. Cantliffe loves working with children and will be a wonderful asset to our Rtl Team.

**Ms. Fitzgerald** - will be joining our CS Team as an Rtl Teaching Assistant. We are delighted to have her join our CS Family.

**Mrs. Kathan** - is no stranger to CS; Mrs. Kathan worked at CS years ago and we are elated to have her return to rejoin our team. Mrs. Kathan will be a Teaching Assistant working with Ms. Cavanagh-Wheeler.

**Mr. Palmer** - is custodian who started working at CS last spring and will continue to be one of our nighttime custodians at CS. We are delighted to have him join our wonderful school.

**Mrs. Magera** - is no stranger to CS, she will be one of our Contract Substitute teachers. Mrs. Magera subbed throughout the school years at CS and we are thrilled she will be with us each day.

**Ms. McCawley** - is new to CS this year. Ms. McCawley recently graduated as a teacher and is looking forward to being one of our Special Education Teachers. Ms. is eager to jump right in helping our students and staff.

**Ms. Morgan** - is no stranger to the HHCS. Ms. Morgan has been working at the high school and will be assisting in the CS kitchen. We look forward to seeing her smiling face each day.

**Ms. Roote** - will be joining us in one of our BOCES classes as a teaching assistant. We look forward to getting to know Ms. Roote this fall.

**Mrs. Starkweather** –will be working full time in our Nurse’s Office assisting Mrs. Reazor. We excited about seeing back in our building.

**Ms. Sullivan** - Ms. Sullivan was formerly our contract sub teacher last year and has happily accepted the position as the CS Secretary. She is elated to be working along side our team in this new position. We are thrilled she will be with us each day in our office.

**Ms. Taylor** is new to CS this year. Ms. Taylor recently graduated as a teacher and is looking forward to being one of our Contract Sub Teachers in our building. Ms. Taylor is eager to jump right in helping our students and staff.

**Ms. Trumbull** is new to CS this year. Ms. Trumbull recently graduated and was a former CS Student. She is looking forward to her new position as the CS Contract Sub TA.

# EMOTIONAL HEALTH SCREENINGS AVAILABLE FOR ALL CHEMUNG COUNTY YOUTH AGES 4-21

It is important to regularly check on your child's emotional health. A child who does not feel well emotionally can become physically sick and physical illness can affect emotional health. In any event, it is more difficult for a child, who does not feel well, to be interested in going to school or succeeding in school. When emotional health concerns are dealt with early we can help young people get the most out of their education and lead happy, productive lives.

## **Good emotional health leads to:**

Good Relationships  
Good Decisions  
Ability to deal with life's challenges  
Interest in school  
Improved physical health

## **Emotional Health Issue can affect:**

School Performance  
Physical Health  
Personal Relationships  
Actions toward others

Completing an emotional health screening is a simple effective way to look at a child's emotional development. To participate in the screening, complete a consent form and the emotional health screening for your child. **Forms are available on the school district website; [www.horseheadsdistrict.com](http://www.horseheadsdistrict.com), then click on Center Street school. Completed forms can be sent to Family Services of Chemung County, 1019 East Water St., Elmira, NY, 14901.**

For additional information contact: The Community Mental Health Program Coordinator, at Family Services of Chemung County, 607-733-5696.

**ONE CALL CAN MAKE A DIFFERENCE**





## Career Development Council

### Volunteers Needed for School Career Events

The school district has many career related events including career days, career panels, job shadows, classroom speakers, field trips, and mock interviews. **We are always looking for volunteers** for these events. We are looking for parents, grandparents, other adult family members and friends as well as community volunteers in every career field. If you feel your career is not of interest or you are currently at home, you may still contribute through mock interviews and other fun classroom events. Most events are only an hour or two on a given day, yet **your experience and career knowledge** can deeply influence a child's life, career goals, and future educational path.

If you are interested in volunteering or learning more about how you can get involved, **please contact Deb Lynch**, the Career Development Representative for the Horseheads School District, at **(607)795-5320** or **[dlynch@gstbooces.org](mailto:dlynch@gstbooces.org)**.

# Veterans Day Parade coming up soon!

Our Center Street Veterans Day Event is coming soon – Friday, Nov. 4, 2022

Center Street Elementary School would like to show our appreciation to the men and women of the military. We are looking for individuals who would be able to come to Center Street Elementary School on Friday, November 4, 2022 at 9:30 am. There will be no speaking involved, but rather we would like you to be able to DRIVE by our students who will be lined up outside waving flags and holding banners - thanking you for the sacrifices you have made on our behalf.

*If you participated last year, you know how special of a parade it truly was at CS.*

**Please click on the link to see what our parade looked like last year** <https://youtu.be/Ayl3EjPxyek>

Please contact Mrs. Sotero, Principal of Center Street Elementary School, if you or someone you know would like to participate in this special event by Monday, Oct. 31st.



Center Street Elementary School would like to show our appreciation to the men and women of the military. We are looking for individuals who would be able to come to Center Street Elementary School on:

**FRIDAY NOVEMBER 4, 2022 AT 9:30 AM.**

There will be no speaking involved, but rather we would like you to be able to DRIVE by our students who will be lined up outside waving flags and holding banners thanking you for the sacrifices you have made on our behalf.

For those of you who have been part of our celebrations in the past - you know we LOVE having you in our building interacting with our students. Due to our building construction this fall, we would like to hold another special Veterans Day Parade like we created last year. We would be honored if you would join

us for this special occasion because it is important for our students to express their respect and appreciation to all of you! If you joined us last year, you know how special the event was at CS; our local firemen and policemen did a spectacular job adding to this parade as well.

**More details will be coming...**

If you or someone you know would like to participate in this special event, please contact Mrs. Sotero, Principal of Center Street Elementary School by Monday, Oct. 31st. Please email me at [psotero@horseheadsdistrict.com](mailto:psotero@horseheadsdistrict.com)

Name \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Student/Staff Connection to CS: \_\_\_\_\_ Grade/Teacher: \_\_\_\_\_

Branch of the Military: \_\_\_\_\_



**NOTIFICATION OF RIGHTS UNDER THE FAMILY  
EDUCATIONAL RIGHTS AND PRIVACY ACT**

Dear Parent/Guardian 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/guardians 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 for access.

Parents/guardians or eligible students should submit to the Building Principal a written request that identifies the records they wish to inspect. The Principal will make arrangements for access and notify the parent/guardian 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/guardian or eligible student believes are inaccurate or misleading.

Parents/guardians or eligible students 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/guardian or eligible student, the district will notify the parent/guardian 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/guardian 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.

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

## NOTIFICATION OF DIRECTORY INFORMATION DESIGNATIONS

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The Office that administers FERPA is:

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

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 unit 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/guardian 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.

In addition to the rights outlined above, FERPA also gives the school district the option of designating certain categories of student information as "directory information". Directory information includes a student's name, address, telephone number, date and place of birth, major course of study, participation in school activities or sports, weight and height if a member of an athletic team, dates of attendance, degrees and awards received, most recent school attended, class schedule, photograph, including video recordings, e-mail address, and class roster.

You may object to the release of any or all of this "directory information"; however, you must do so in writing within 10 business days of receiving this notice. If we do not receive a written objection, we will be authorized to release this information without your consent. For your convenience, you may note your objections to the release of directory information on the enclosed form and return it to the Building Principal.

Sincerely,

Mrs. Sotero

*Horseheads Central School District*  
**Non-Discrimination Notification**

The Horseheads Central School District offers educational programs without regard to race, color, national origin, creed, religion, marital status, military status, sex, sexual orientation, age, gender identity, predisposing genetic characteristic, or disability, and provides equal access to applicable groups under the Boy Scouts of America Equal Access Act. Inquiries regarding this policy may be made to Caitlin DeFilippo, Title IX/DASA Coordinator, and Co-Civil Rights Compliance Officer; Anthony Gill, Co-Civil Compliance Officer; or Kelly Squires, Section 504 Coordinator, Horseheads Central School District, One Raider Lane, Horseheads, NY 14845, (607) 739-5601.

This policy of non-discrimination includes access by students to educational programs, counseling services, course offerings, and activities, as well as recruitment and appointment of employees and employment pay, benefits, advancement and/or termination.

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

Caitlin DeFilippo  
Director of Human Resources  
[cdefilippo@horseheadsdistrict.com](mailto:cdefilippo@horseheadsdistrict.com)  
143 Hibbard Road  
Horseheads Central School District  
Horseheads, NY 14845  
(607) 739-5601

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



## **Annual Title 1 Notice for Center Street Elementary School**

In compliance with provisions of the No Child Left Behind Act of 2001, reauthorized by the Every Student Succeeds Act (ESSA), we are informing you that Center Street Elementary School receives Title I federal funding. Therefore, you have the right to request information regarding the professional qualification of your child's classroom teacher(s). Specifically included is your right to know the following:

Whether the teacher has met State qualification & licensing criteria for the grade levels and subject areas in which the teacher provides instruction;

Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;

The baccalaureate degree major of the teacher & any other graduate certification or degree held by the teacher, and field of discipline of the certification or degree;

Whether your child is provided services by paraprofessionals and, if so, their qualification.

Should you wish to exercise your right to make your request to: Caitlin DeFilippo, Director of Human Resources, Horseheads Central School District, 143 Hibbard Road, Horseheads, New York 14845. (607)739-5601, ext. 4214.

# CS in ACTION Student Council News!

The Student Council members will open up the school year with activities to join in at Center Street. During the month of September, each classroom in grade 4 will select three Student Council representatives who will comprise the Student Council members for the 2022 - 2023 school year. Then, during the month of October, all elected Student Council members may want to think about running for a particular office such as; President, Vice Pres., Secretary and Treasurer. **Student Council will meet each Tuesday 2:30 - 3:30.**

## CS CONTINUES TO PARTNER WITH THE RED CROSS !

The CS Students are the youngest group to join the Pint Size Heroes in Chemung County. We look forward to extending the outreach to include other ways to positively impact our community and world. Be looking for these upcoming opportunities after school.



Principal Sotero is so proud of everything our students have accomplished by partnering with the Red Cross. Last year, our students surpassed their goal of helping to collect 30 units of blood during their spring blood drive. We are so proud of our Pint Size Heroes!

## Horseheads Central School District

# *Parents' Bill of Rights Relating to Student Data*

The Horseheads Central School District, in compliance with Education Law 2-d, hereby establishes the following Parents' Bill of Rights in regard to student data:

1. A student's personally identifiable information will not be sold or released for any commercial purpose;
2. Parents have the right to inspect and review the complete contents of their child's educational record. Procedures for reviewing student records can be found in the Board Policy entitled "Student Records," Policy 5500, Regulation 5500-R;
3. Security protocols regarding confidentiality of personally identifiable information are currently in place and the safeguards necessary to protect the confidentiality of student data are maintained at industry standards and best practices. The safeguards include but are not limited to encryption, firewalls, and password protection.
4. New York State maintains a complete list of all student data collected by the State and the data is available for public review at [www.nysed.gov](http://www.nysed.gov), or by writing to 89 Washington Avenue, Albany, NY 12234.
5. Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed to the Superintendent of Schools, One Raider Lane, Horseheads, NY 14845.

### **The Center Street students are dismissed at 2:25 p.m. In order to ensure the safety of our children the following procedures must be followed:**

**Dismissal Plans:** Parents must supply the school office with written notification of their child's regular dismissal plans by the first day of school. If you have more than one child, please write a note for each child's teacher.

**Walkers:** Children who walk home must have a note to inform the teacher. If your child is to walk home on a daily basis, please send one note at the beginning of the year indicating this plan stating "until further notice". If your child will walk home only on special occasions, you will need to send a note each time.

**Parent Pick-ups:** Children who will be picked up on a daily basis must have a note from parents at the beginning of the school year indicating this plan stating "until further notice". Any student that will be picked up from school, on special occasions or early for an appointment, must have a note for each time.

**Dismissal Changes:** Parents must call the office by 10:00am, due to the Transportation Department notifications, with any dismissal changes for student pick-up. ***For any dismissal changes after 10:00 am, only emergency changes will be honored.***

**After School Kids World:** Children, who have registered for the programs in advance, attending the Kids World Program at Center Street must have a note on file in the school office from parents by the start of school. **Also, any parent or guardian picking up a child from school must come into the cafeteria to sign-out the child.** Students will not be sent outside to meet a parent nor will they be released directly from the classroom, teacher or lobby area. Thanks for your cooperation in keeping our students safe.

## ***Information about Emergency School Closings/Delays***

Schools are closed when the weather makes it impossible to have reasonable attendance or when the schools or vehicles would not be able to operate safely. The school day is delayed when inclement weather conditions improve by early morning. Inclement weather may include snow, ice, and freezing temperatures. If the school day is delayed, buses will run and schools will open two hours later than the usual time.

If it is necessary to close or delay schools, the information will be posted on the District's website at [www.horseheadsdistrict.com](http://www.horseheadsdistrict.com), the District's Facebook pages and Twitter, and the following local television and radio stations and their affiliates:

Radio: WNKI 106.1, WPGI 100.9, Magic FM 92.7/97.7, WGMM 98.7, WLVY 94.3,  
WELM 1410

TV: WENY, WETM, Time Warner Cable News

These television and radio stations also put closing/delay information on their websites.

Each of our schools and the district have Facebook pages. To see school closings/delays and other information on your news feed, "like" the page(s). On Twitter, follow us at @HhdsSchools.

Additionally, WETM TV has an automated system to e-mail and/or text closings and delays to those who have signed up for the service. Parents may sign up at the following link: <http://www.mytwintiers.com/sms>. Scroll down to "School and Business Closing Alerts."

Please do not call the radio/TV stations or the district's Transportation Office.

Please note that if schools are closed, they will remain closed all day for scheduled activities, including remedial programs, extra-curricular activities, use of facilities by non-school groups, and special evening programs.

Please also note that when school is delayed, there is no supervision for students until schools open two hours later than the usual time, so parents should not drop their children off at school until they open. Additionally, on school delays, there is no breakfast served.





Reminders

# September 2022 - "RESPECT"

PICTURE DAY - SEPT. 22TH -

PLEASE

SEND IN

YOUR

PICTURE

ENVELOPE.

PICTURE

ENVELOPE.



## SEPTEMBER - RESPECT

Sun	Mon	Tues	Wed	Thu	Fri	Sat
				1	2	3
4 2022-2023	5 LABOR DAY	6 DAY 1 <i>First Day of School</i>	7 DAY 2	8 DAY 3 Special Welcome Back Assembly with Principal Sotero	9 DAY 4 <i>Raider Day - wear blue Buddy Day—PM</i>	10
11	12 DAY 5 BUS DRILLS  AIMSWEB	13 DAY 6 BUS DRILLS <i>PTO Mtg. 6:30</i>	14 DAY 1 Beginner Strings CS & BF	15 DAY 2 <i>BOE Mtg 6 HS Aud</i>	16 DAY 3 <i>Constitution Day!</i>	17
18	19 DAY 4 Homework Club Begins  AIMSWEB	20 DAY 5	21 DAY 6 <i>Student Council Class Elections</i>	22 DAY 1 <i>Picture Day CSE Mtgs</i>	23 DAY 2 <i>Classroom Spelling Bee Fall Festival 6:00—8:00</i>	24
25	26 DAY 3 <i>SBT MTG 2:45</i>	27 DAY 4	28 DAY 5 <i>K Field Trip to Apples Farm</i>	29 DAY 6	30 DAY 1 <i>Fall Festival 6:00—8:00 (rain date) Raider Day - wear blue -Home Coming</i>	

