

District News

September 2013

Welcome to the 2013-14 school year!

As usual, the summer has been a very busy time here at school and an exciting time as we prepare to welcome students and staff back in September. Our highest priorities were to hire new employees and take steps to improve student performance.

I welcome back our returning staff, students and their families, and extend a special welcome to our new staff, students and their families. I hope everyone is enjoying their summer and looking forward to the new school year. I am very excited about the upcoming school year. A lot of interesting and enriching learning experiences are being planned by teachers. As we transition to the State's new common core curriculum, we look forward to working with each student to make this their most successful year ever.

As we continue to provide students with positive core life skills, each school will continue to focus instruction around monthly character traits:

RESPECT	September
RESPONSIBILITY	October
GENEROSITY	November
CARING	December
LEADERSHIP	January
DIVERSITY	February
HONESTY	March
TRUSTWORTHINESS	April
CITIZENSHIP	May
FAIRNESS	June

Please join us by reinforcing the monthly character traits at home and in the community.

The **Community Facilities Committee** has been hard at work developing the school's next renovation project. The project is estimated to cost \$3,486,000 with an anticipated community vote in early December. The impact of this project will be zero increase to your taxes. The majority of the project will be funded through State Aid with the balance coming out of the community-approved Construction Reserve. This project will include renovations to the auditorium wiring, heat and ventilation controls, modifications to bathrooms to provide for handicap accessibility, along with a number of other needed repairs. The project will include many of the items that were identified in the NYSERDA study and the District's long range facilities plan. Project information and update will be available on the District's web site in September.

Students, please make sure you do not wait until the last minute to complete your summer reading requirements. Honors and AP students, please make sure you have picked up your summer work packets. Packets, as well as student supply lists, are available in the offices.

Opening day for all staff is Tuesday, September 4, 2012. As always, we'll have a full day of activities and information as we prepare for students grades 1-12 on Wednesday. Kindergarten and UPK students opening day will be on Thursday, September 6, 2012.

As I already mentioned, opening day for students is Wednesday, September 5, 2012 with MS/HS doors opening at 7:40 a.m. Students should report directly to their first period class at 7:45 a.m.

Elementary students, grades 1-5, will begin their first day at 9:05 a.m. on Wednesday, September 5, 2012. Parents dropping off students may drop their child off no earlier than 8:55 a.m.

The **Breakfast Program**, for students who wish to participate, is available for Elementary, Middle and High School students. Breakfast begins at 7:20 a.m. and ends at 7:45 a.m. for Middle and High School students. For Elementary

students, breakfast is held 8:55 a.m. to 9:10 a.m. Students arriving at school by bus will be allowed to proceed to the cafeteria to participate in the breakfast program. If your family qualifies for the Free or Reduced -Price Meal Program, please complete and return the application form found on page 18. Lunch meal prices for students K-12 will be \$2.50. The increases are to comply with Federal regulations.

Communication between home and school is one of the keys to student success in school. If you have any questions concerning your child, please call us. The teaching staff, guidance counselors, principals, and myself are all committed to your child's success and happiness.

The **Board of Education** met in July and elected officers for this school year. Kristin Gray was elected President and Marty Flower will serve as Vice President. Meeting times have been changed to 7:00pm, typically on the second Wednesday of each month.

Lastly, we are blessed with the **Red Jacket PTSA** organization which brings many opportunities for family and extended family members to join in providing support to our school community. Please refer to our school calendar for scheduled PTSA meetings and programs. I encourage you to join and be an active member of the PTSA.

We look forward to seeing you soon!



Welcome Back!



*James Niedermeier
HS Principal*

I am truly looking forward to the beginning of the 2012-2013 school year. After reflecting on data from the 2011-2012 school year, I am proud of how well Red Jacket High School students continue to do compared to their peers across the state and even the country. As you may know, Red Jacket was

recently named one of the Best High Schools in America by US News and World Report. One factor in this ranking is participation and performance in college level courses. Though we're a small school, we are able to offer students many opportunities to earn college credit in high school. In 2011-2012, nearly one-third of Red Jacket students participated in the six AP classes and seven Gemini classes we offer. Parents of college students can tell you that taking these courses often leads to substantial savings when students enroll in college.

Another factor in our ranking is our performance on state tests. Last year, six of the ten Regents Exams administered at Red Jacket saw proficiency ratings (65% or above) over 90% and four of ten saw mastery rates (85% or above) over 40%. Those statistics are great, and we will work hard to make sure that they continue to improve in the coming years. More importantly, though, we will continue to work to ensure that students graduate from Red Jacket emotionally and intellectually ready for colleges and careers.

To that end, the Red Jacket High School Building Council, a shared decision-making team made up of students, staff, and parents, has developed three overarching goals for the 12-13 school year:

1. We will focus on making Red Jacket High School an attractive, safe, and respectful learning environment for all students. This year, new

legislation called the Dignity for All Students Act goes into effect. This law demands that we redouble efforts to rid the school environment of harassing behavior that negatively impacts academic performance and makes students fear being at school. I encourage you to visit our website throughout the year to learn more about what our school will do to make RJ a better place to be.

2. Red Jacket students should strive for academic excellence by participating in challenging course work. They will not settle for less than they are capable of achieving. In today's job market, it isn't enough to merely graduate with a high school diploma. Colleges and employers are looking for students who have challenged themselves by going beyond minimum requirements in math, science, and foreign languages. It is also important that students don't settle for a 65. This year, many of our initiatives will focus on encouraging students to take more rigorous courses and put forth more effort in the courses in which they are enrolled.

3. Red Jacket staff will applaud academic and social leaders in the student body. We have great students at Red Jacket, but we often focus on negative issues. This year, we will continue to work toward making sure that students who exhibit exemplary behavior and excel in classes are recognized.

I hope that you all have a relaxing remainder of the summer. Please feel free to call or email me with any questions.

Sincerely,

James A. Niedermeier
High School Principal
james.niedermeier@redjacket.org

Welcome Back!



Charlene Harvey
MS Principal

On behalf of the faculty, staff and students of the Red Jacket Middle School, I am pleased to invite you to our annual **Open House at 6:30 p.m. on Wednesday, October 3, 2012.** For those parents/guardians who would like a tutorial using the Parent Portal to access your child's grades and comments, please report to the library computer lab at 6:00 p.m.

For this year's Open House, please report to the Middle School Entrance (Foyer) at 6:40 p.m. (or 6:00 p.m. if you would like to participate in the Parent Portal tutorial). We will also have a special guest appearance by Mr. Robert Good from our Athletic Boosters Club who will be selling athletic wear in our Middle School Pit area near the classrooms. Mrs. Hall, our Middle School Counselor, and I will be there to greet you, provide you with a map of the school and share information about Parent Portal, clubs and more. By 7:15 p.m., you will meet with your child's core team of teachers in the following designated rooms:

- 8th Grade: Room 147
(Mrs. Joy's classroom)
- 7th Grade: Room 148
(Mrs. Kyle's classroom)
- 6th Grade: Room 144
(Mrs. Hey's classroom)

**Space and supervision is limited, so please do not bring your children to Open House.*

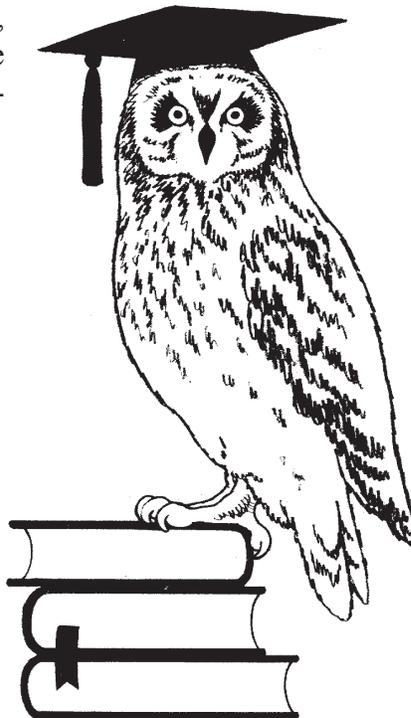
Open House is an opportunity for you to meet your child's teachers and learn about their common rules, procedures and expectations. You may also learn how to access teacher web pages, see student work and displays and find out how best to communicate with your child's teachers. After hearing from your child's core team, feel free to see the other classrooms and visit his/her special area teachers in their rooms and the gymnasium. There is not enough time during an Open House to speak about individual student concerns; however you may schedule a team/parent conference with Mrs. Hall, at any point during the evening or contact her by phone (289-3967) or email (karen.hall@redjacket.org) at your convenience and she will be happy to schedule an appointment for you to meet with your child's teachers.

I would also like to take this opportunity to remind you that school pictures are scheduled to be taken on Wednesday, September 12 and the make-up date is October 24. The order forms will be sent home with your child. Should you require an additional form, they will be located in our Middle School and High School Offices.

We are very eager to work with you and your child to help him/her have a successful and exciting school year!

Sincerely,

Charlene Harvey,
Middle School Principal
charlene.harvey@redjacket.org



Welcome Back!

Welcome to Red Jacket Elementary School, where your child will have an awesome Pre-K through 5th grade educational experience. Our school philosophy teaches to the whole child; the social, emotional, physical and intellectual child. Respect for oneself and others is promoted throughout the school. All

Jim Falanga
ES Principal

children are celebrated for their individuality, differences and similarities.

At Red Jacket, we believe our mission is two-fold: to educate each student to his/her maximum academic capabilities and to foster the positive emotional and social development of each child.

It is our conviction that an effective educational program for students aged 4-10 years old must reflect the understanding that the purpose of the elementary school is to help each child develop in a manner that will enable him/her to proceed through school as a well-adjusted and academically confident student.

The staff at Red Jacket does its very best to help the children in our care to experience academic, social and emotional growth. The commitment of the Board of Education, the community, staff and administration is well-known.

As a reminder, I have an open-door policy, so please feel free to talk with me at anytime with suggestions or concerns you may have. Parent participation in your child's school is an integral part of your child's success. We encourage a strong home-school connection and invite you to participate in many of the exciting activities our school has to offer.

Sincerely,

James J. Falanga,
Principal, Red Jacket Elementary School
james.falanga@redjacket.org

Bus Expectations

Dear Parents and Students,

Welcome back and I hope everyone enjoyed his or her summer vacation! I'd like to take a moment to remind you and your child(ren) of our bus safety expectations.

Students need to be outside, at their designated bus stop, at least five minutes before the bus comes and wait five minutes after the normal pick-up time to allow for the bus running early or late. If you are unsure of your child's designated bus stop, please feel free to call the bus garage at 585-289-3925 to verify the location.

In order to maintain your child's safety, as well as the safety of all students on the bus, please have your child(ren) wait where they are **clearly visible** so the driver can see them waiting. During the first week of school, our pick-up and drop-off times may vary. You can expect times to be within two or three minutes by the second week, so please be patient the first couple of days.

While on the bus, your child(ren) are expected to follow the bus safety rules. The driver will explain these rules to all of the children. These rules are for your child(ren)'s safety, so please stress their importance. When rules are not followed on the bus, referrals are made to the appropriate building principal and the Student Code of Conduct is enforced. A copy of which can be found in the District Calendar and each student's planner. Habitual behavioral concerns can result in suspension from bus privileges.

Finally, please inform both the school office and bus driver of any changes for pick-up or drop-off in writing. We ask for one note for the school and another for the driver. This will help prevent students from boarding the wrong bus. If no one is at home or at drop-off, your child(ren) will be brought back to his or her school's office for you to pick them up.

Let's have another safe year of transportation!

BUS ROUTES

The 2012-2013 school year brings with it some minor changes in the bus routes. Please refer to the bus routes below. Until established, morning pick-up times may vary slightly, please be patient. Have your children ready early until the correct time is determined. Any questions or concerns, feel free to contact Barb Bolton or Jim Cheasman @ 289-3925.

A.M. Elementary Bus Routes

Bus 75 - Lankford

(begins @ 8:20)
Palmyra Street
Canandaigua Street
Route 21
(Main to Standpipe)
Standpipe Road
Mapleview Terr
West Main Street
(21-Water St)
Maple Avenue
Hebron Avenue
Grove Street
East High Street
High Street
West High Street
Park Place
Terrace Avenue
Water Street
Lehigh Avenue

Bus 76 - Blevins

(begins @ 8:15)
North Avenue
Route 21 North
Hosey Road
Smith Road
Stafford Road
Mt. Payne Road
Yellow Mills Road
(north of Herendeen)
Rushmore Road
South Main Street
(except ABBA)
Smith Terrace

Bus 78 - Button

(begins @ 8:15)
East Avenue (#19-55)
South Avenue
Newton Street
Clifton Street
Dewey Road
Route 96 East
Rock Haven Park
Hessney Park
Friendly Village
Center Street

Bus 81 - Coffey

(begins @ 8:20)
East Avenue (#4-14)
Clark Street
Park Street
Mather Street
East Main Street
Lake Country Estates
Freshour Road
(north of Cty Rd 19)
County Road 19
(east of Freshour)
County Road 13
Freshour Road
(Rt 488 to Cty Rd 19)
Taylor Road
County Road 19
(west of Freshour &
Pioneer)
Booth Street
Booth Street Ext.
Lorraine Drive
Shirley Street

Bus 82 - Butler

(begins @ 8:20)
Pioneer Road
County Road 19
(to Route 21)
Chapin Road
Johnson Road
Route 21 (south of
Standpipe)
Pine Tree Drive
Latting Road
Shortsville Road
(Sandhill to Main)

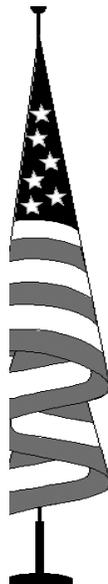
Bus 83 - Ester

(begins @ 8:20)
Route 96 West (to Kyte)
Kyte Road
Collett Road
Payne Road
Farmington Townline Rd
Shortsville Road
(west of Cty Rd 28)
Route 96 West (to Pratt)
Pratt Road
Cty Rd 28 (Route 96 to
Townline)

Bus 84 - Scott

(begins @ 8:15)
Outlet Road
Curran Road
Armington Road
Howland Road
Faas Road
North Main Street
ABBA

Bus 85 - Bates
(begins @ 8:20)
Hackett Road
Yellow Mills Road
(south of Herendeen)
Herendeen Road
Cty Road 29 (to Rt. 96)
Rushmore Road
Wiborn Road
Sheldon Road
Fox Road
Bennett Place
State Street
Smith Road
Clover Crossing
Merrick Avenue
Merrick Circle
Howard Street



A.M. Middle/High School Bus Routes

Bus 76 - Blevins

(begins @ 7:00)
North Avenue
Route 21 North
Hosey Road
Smith Road
Stafford Road
Mt. Payne Road
Yellow Mills Road
(north of Herendeen)
Rushmore Road

Bus 78 - Button

(begins @ 7:05)
East Avenue (#21-65)
South Avenue
Newton Street
Clifton Street
Dewey Road
Route 96 East
Rock Haven Park
Hessney Park
Center Street

Bus 81 - Coffey

(begins @ 7:00)
East Main Street
East Avenue (#4-14)
Clark Street
Park Street
Mather Street
Lake Country Estates
Freshour Road
(north of Cty Rd 19)
County Road 19
(east of Freshour)
Walters Lane
County Road 13
Taylor Road
Freshour Road
County Road 19

Bus 82 - Butler

(begins @ 7:10)
Sheldon Street
Aldrich Street
Pioneer Road

County Rd 19
(to Route 21)
Johnson Road
Chapin Road
Route 21 South
Latting Road
Standpipe Road
Mapleview Terr
Canandaigua Street
Shortsville Road
West Main Street

Bus 83 - Ester

(begins @ 6:50)
Route 96 West (to Kyte)
Kyte Road
Collett Road
Payne Road
Farmington Townline Rd
Shortsville Road
(west of Cty Rd 28)
County Road 28
(south of Route 96)
Route 96 West (to Pratt)
Pratt Street

Bus 84 - Scott

(begins @ 6:50)
Outlet Road
Curran Road
Armington Road
Howland Road
Faas Road
North Main Street

Bus 85 - Bates

(begins @ 6:50)
Hackett Road
Yellow Mills Road
(south of Herendeen)
Herendeen Road
County Road 28
(north of Route 96)
Sheldon Road
Bennett Road
Smith Road
State Street
Clover Crossing

**Monday-Friday
3:15 p.m. Bus Routes**

Bus 68 - TBA
State Street
Bennett Avenue
Smith Place
Clove Crossing
Merrick Avenue
Merrick Circle
Howard Street

Bus 75 - Lankford
Palmyra Street
West Main Street
Maple Avenue
Hebron Avenue
High Street
West High Street
Grove Street
Booth Street
Terrace Place
Park Place
Water Street
Route 21 (to Standpipe)
Standpipe Road
Mapleview Avenue

Bus 85 - Bates
South Avenue
East Avenue (#19-55)
Hacket Road
Yellow Mills Road
(south of Herendeen)
Herendeen Road
County Road 28
(to Route 96)
Sheldon Road
West Rushmore Road
Fox Road
County Road 28

Bus 76 - Blevins
North Avenue
South Main Street
(except ABBA)
Route 21 North
Hosey Road
Smith Road
Stafford Road
Mt. Payne Road
Yellow Mills Road
East Rushmore Road
Smith Terrace

Bus 78 - Button
Newton Street
Clifton Street
Dewey Road
Route 96 East
Rock Haven Park
Hessney Park
Friendly Village
Center Street

Bus 81 - Coffey
East Main Street
East Avenue (#4-14)
Clark Street
Park Place
Mather Street
Lake Country Estates
Freshour Road
(north of Cty Rd 19)
County Road 19
(east of Freshour)
Walters Lane
County Road 13
Taylor Road
County Rd 19 (to Pioneer)

Bus 82 - Butler
West Main Street
(west of Ritz)
Sand Hill Road
Latting Road
Standpipe Road
Mapleview Avenue
Route 21
(south of Standpipe)
Johnson Road
Chapin Road
Canandaigua Townline Rd
County Road 19
(Route 21 to Pratt)
Pioneer Road
Aldrich Street
Sheldon Street

Bus 83 - Ester
Kyte Road
Collett Road
Payne Road
Farmington Townline Rd
Shortsville Road
(west of Cty Rd 28)
County Rd 28 (to Rt 96)
Route 96 West
Pratt Road

Bus 84 - Scott
Outlet Road
Curran Road
Armington Road
Howland Road
Faas Road
North Main Street

Bus 87 - Vaughn
Lehigh Avenue
Shirley Street
West Main Street
(west of Route 21)
Shortsville Road (to Ritz)
Lorraine Street
Booth Street Ext.

Special Runs

Bus 73 - Metz
District students to
Calvary & St. Mary's

**Bus 77 - Vaughn (AM)
- Blevins (PM)**
District students to Newark

Bus 77 - Cramer
District students to ABBA

Bus 79 - Lankford
District students to Red
Jacket Education Ctr

Bus 80 - Cramer
District students to
Midlakes BOCES

Bus 86 - TBA
District students to
Williamson

Bus 87 - Vaughn
District students to Flint
Vocational Education Ctr

Substitutes

Sharon Mason
Nancy Perry
Sandra Williams
John Yacuzzo

**HS/MS Student Pick-Up
& Drop-Off**

To ease traffic congestion and increase safety, we ask that when parents pick up their HS/MS children, at either 2:30 p.m. or 3:15 p.m., they do so in front of the High School. Morning Middle School student drops-offs may be done at the Middle School until 7:50 a.m. After 7:50 a.m., all Middle School students need to be dropped off at the High School and sign in at the Nurse's office.

REMINDER:

**Do NOT enter Bus Loop
when buses are loading
and unloading.**

**Do NOT pass a stopped
bus, even in bus loop.**

RJ BUS DRIVERS



**Bus 68
TBA**



**Bus 82
Pete Butler**



**Bus 75
Laura Lankford**



**Bus 83
Max Ester**



**Bus 76
Bobbie Blevins**



**Bus 84
Lianne Scott**



**Bus 78
Roxanne Button**



**Bus 85
Teresa Bates**



**Bus 81
Cindy Coffey**



**Bus 87
Rachel Vaughn**

Student Dress Code

Please Keep in Mind when Shopping for School Clothes this Summer!

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other District personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance in the school setting.

A student's dress, grooming and appearance, including jewelry, make-up and nails, shall:

1. Be safe, appropriate and not disrupt or interfere with the educational process. Such items may include trench coats, overly bulky clothing, etc.
2. Recognize that extremely brief garments such as tube tops (no exposed midriff), net tops, halter tops, spaghetti straps (less than 1.5 inches/approximately the width of 3 fingers), plunging necklines (front and/or back) and see-through garments are not appropriate. Shirts that are ripped up the sides are also prohibited.
3. Ensure that underwear or undergarments are completely covered with outer clothing. Muscle shirts or close fitting knit tank shirts for boys or girls are also prohibited.
4. Include footwear at all times. Footwear that is a safety hazard will not be allowed.
5. Not include the wearing of hats, bandanas or sunglasses except for a medical or religious purpose. Hats worn to school must be removed and placed in lockers during school hours (7:45 a.m. - 3:15 p.m.)
6. Not include items that are vulgar, obscene, libelous or denigrate others on account of race, color, religion, creed, national origin, gender, sexual orientation or disability.
7. Not promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal, violent or sexual activities, innuendos or double meanings.
8. Shirts, shorts or skirts, whether stockings or leggings are also worn, must be appropriate in length. In the context of school, appropriate is defined as mid-thigh length. With arms extended at sides, garment should be below the length of the middle finger. No leggings, spandex garments, leggings, yoga pants and/or tight exercise pants unless appropriate length shirts, shorts or skirt are worn over the top (refer to previous sentence regarding appropriate length).
9. Not include wearing jewelry that is disruptive to the educational process (spiked jewelry, chains hanging from clothing, etc.).
10. Not include wearing of garments (pants, shorts, skirts) that have holes above the appropriate level (refer to # 8 above).
11. All PE clothes MUST fulfill the dress code requirements.

Each building principal or his/her designee shall be responsible for informing all students and their parents of the student dress code at the beginning of the school year and any revisions to the dress code made during the school year. All staff will enforce the dress code. Students who violate the student dress code shall be required to modify their appearance by completely covering or removing the offending item and, if necessary or practical, replacing it with an acceptable item.

Any student who refuses to do so shall be subject to discipline, up to and including in-school suspension for the day. Any student who repeatedly fails to comply with the dress code or violates the dress code by wearing the same inappropriate article of clothing shall be subject to further discipline, up to and including detention or in-school suspension.

Attendance Policy

It is the responsibility of the student and the student's parent(s) and/or guardian(s) that the students be in attendance in school during regular school days. It is our expectation that all students will be in regular attendance in school, and that they will arrive in their homerooms on time, where attendance will be taken. All students will also be expected to be in each class on time as scheduled. *If your child will be absent from school, please call or leave a message on voice mail at:*

Ms. McDonald	MS/HS Nurse	289-3968
Mrs. Robertson	ES Nurse	289-9650

Attendance Policy Guidelines

In order to receive credit for a course, any student enrolled at Red Jacket High School and Middle School must attend 85 percent of the scheduled class meetings. Any student absent more than 15 percent of the time for any reason other than extended illness will not receive credit for the course. For a full-year course, this means a student could not be absent for more than 27 classes; and, for a semester course, a student could not be absent for more than 13 classes.

A student will be required to submit a written statement from a physician in cases of extended or frequent illnesses. Students attending the Finger Lakes Occupational School must maintain 85 percent attendance by Dec. 1 or be dropped from the program.

The following are legal reasons for absence:

1. Illness
2. Sickness or death in the family
3. Impassable roads due to weather
4. Religious observance that cannot take place outside of regular school hours
5. Required court appearance
6. Quarantine for dangerous disease
7. Doctor's appointment
8. Approved college visits
9. Cooperative work programs
10. Military obligations
11. Any other reason for absence may be judged by the attendance office or principal regarding its validity.

Illegal reasons for absences include: oversleeping, visiting friends, hunting, baby-sitting, vacations, shopping, etc. Students are requested to refrain from making appointments that conflict with school hours. Appointments should be made for after school or Saturday whenever possible.

Truancy

Teachers will not provide makeup work or give class credit for classes missed by illegal cutting or truancy. Any absence or tardiness requires an excuse. If an excuse is not provided, the absence will be considered a truancy. See Attendance Policy Guidelines to find a list of legal reasons for absence.

Excuses

It is expected that excuses will be brought to school on the day a student returns following an absence. These excuses must be signed by a parent or guardian. The Attendance Office thanks you in advance for your cooperation in helping the office run efficiently by providing timely excuses.

Physical Education Excuses

When a student has a significant injury that requires he/she be excluded from Physical Education, be sure to obtain a note from the physician and send it to the School Nurse. The School Nurse must also have a note from the physician when the student may return to PE activities.

In the Elementary School, when a child is excluded from PE, they are also excluded from Noon Fitness & Playground Activities. The School Nurse may also exclude a student from PE on a short-term basis at their discretion. An example of this is when a student receives stitches and a doctor's excuse was not provided, the student is excluded from PE until the stitches are out and the wound is healing well.

Responsibility for Work

In the event an absence is unavoidable, the student will make every effort to complete all assigned work and make up the classes missed.

Excused Release - High and Middle Schools

Students to be excused from school will report to their first period teacher prior to the beginning of school with a written excuse from the parent or guardian. The Attendance Officer will inform the student when he or she may be excused from class. The excuse may be verified with the parent.

If a student is excused and returns to school the same day, he or she should report to the High School/Middle School Office and obtain a pass to class. Students and parents are asked to refrain from making appointments that conflict with school hours. Appointments should be made for after school or Saturdays whenever possible.

No one may leave the school building without permission. Students who leave the school building or school grounds may be suspended.

Tardiness - High and Middle Schools

Students are allowed three minutes to pass between classes. If a student is detained by a teacher and will be late for the next class, the student must request a pass from the teacher. If a student is late to a class without a pass, the classroom teacher has the authority to request that the student return at 2:42 p.m. to explain the reason for the tardiness. Student detention will be assigned upon the third illegal tardy to class and for every illegal tardy thereafter.

Vacationing When School is in Session

Absence from school for vacation purposes is not authorized and will be treated as an illegal absence. Absence because of vacation will be counted in applying any portion of the policy and regulations dealing with student absence. Although absence because of vacation is considered illegal, it is also recognized that family vacations may from time to time result in absence from school and it is understood that the decision to go on a vacation is beyond the control of an individual student.

Students anticipating a family vacation during scheduled school days should complete and return to the school, at least two weeks prior to the vacation, a "Vacation Form" that is available in each school office.

It is not the responsibility of the school or individual teachers to ensure that missed work is made up. It is the responsibility of the individual student to make up the missed work in a reasonable period of time determined by individual teachers. Teachers will provide reasonable help to complete assignments.

Healthy Changes

Dear Red Jacket Families,

This fall, Red Jacket School cafeterias are meeting tough new federal nutrition standards for school meals, ensuring that meals are healthy and well-balanced and provide students all the nutrition they need to succeed at school. Now is a great time to encourage your kids to choose school lunch!

School meals offer milk, fruits and vegetables, proteins and grains, and they must meet strict limits on saturated fat and portion size. Starting in school year 2012-2013, school lunches will meet additional standards requiring:

- Age-appropriate calorie limits
- Larger servings of vegetables and fruits (students must take at least one serving)
- A wider variety of vegetables, including dark green and red/orange vegetables and legumes
- Fat-free or 1% milk (flavored milk must be fat-free)
- More whole grains
- Less sodium

We're always working to offer Red Jacket students healthier and tastier choices. We will provide as many locally grown fruits and vegetables as we can.

School meals are a great value and a huge convenience for busy families too! All lunch prices will be \$2.50. Reduced-price lunches will be \$.25.

We look forward to welcoming your children to the cafeteria this fall. To find out more about Red Jacket's healthy school meals, log on to www.redjacket.org. To get the facts about school meals, visit www.TrayTalk.org.

Thank you!
Doris Dunham
585-289-3966 ext. 7905
Doris.Dunham@redjacket.org

Pesticide Use

New York Education Law Section 409-H, effective July 1, 2001, requires all public and nonpublic elementary and secondary schools to provide written notification to all persons in parental relation, faculty, and staff regarding the potential use of pesticides periodically throughout the school year. The Manchester-Shortsville Central School District is required to maintain a list of these persons who wish to receive 48-hour prior written notification of certain pesticide applications.

The following pesticide applications are not subject to prior notification requirements:

- when a school remains unoccupied for a continuous 72 hours following an application;
- antimicrobial products;
- nonvolatile rodenticides in tamper resistant bait stations in areas inaccessible to children;
- boric acid and disodium octaborate tetrahydrate;
- the application of EPA designated biopesticides;
- the application of EPA designated exempt materials under 40CFR 152,25;
- the use of aerosol products with a directed spray in containers of 18 fluid ounces or less when used to protect individuals from an imminent threat from stinging and biting insects including: venomous spiders, bees, wasps, and hornets;
- silica gel and other nonvolatile ready-to-use, paste, foam, or gel formulations of insecticides placed in areas inaccessible to children.

In the event of an emergency application necessary to protect against an imminent threat to human health, a good-faith effort will be made to supply written notification to those on the 48-hour prior notification list.

If you would like to receive 48-hour prior notification of pesticide applications that are scheduled to occur in your school, please complete the form below and return it to Kathy Haas, Manchester-Shortsville Central School District. Please feel free to contact Mr. Leiby for further information on these requirements.

Manchester-Shortsville CSD Request for PESTICIDE APPLICATION NOTIFICATION

School Building _____ Day Phone# _____

Name _____ Evening Phone# _____

Address _____ E-Mail Address _____

Clip & Mail

Annual Notices of Rights

Non-Discriminatory Practice

As required by Title IX of the Educational Amendments of 1972, the Manchester-Shortsville Central School District does not discriminate on the basis of sex in the educational program or activities which it operates. This policy of non-discrimination includes the following areas: recruitment and appointment of employees; employment pay and benefits; counseling services for students; access by students to educational programs; course offerings; textbooks; and student activities.

The official responsible for the coordination of activities relating to non-discrimination is Robert Leiby (289-3964), Title IX Compliance Officer. He will provide information, including complaint procedures, to any student or employee who feels that his or her rights under Title IX may have been violated by the District or its officials.

Limited Disclosure

Unless objection to any of the specific items of information following is submitted in writing by parents or legal guardians or by those students themselves who are over the age of 18 years, the Manchester-Shortsville Central School District herewith gives notice of intention to provide, release or publish in the newsletters, school or student newspapers, magazines, yearbooks or other publications, daily or weekly newspapers, athletic programs, musical or theatrical programs, news releases and/or all of the following information pertaining to students as may be appropriate under the circumstances: name of student, name of parents, address, age, height, weight, grade, major field of study, participation in recognized school activities, extracurricular activities and sports programs, academic honors, achievements, awards, scholarships and similar information. Under Title 34, Part 99, Privacy Rights of Parents and Students, parents who do not desire release of any of the above information must make specific request in writing to the Superintendent of Schools. Failure to make such request shall be deemed consent to release, provide, or publish the directory information during the 2012-2013 school year.

Access to Public Records

The Freedom of Information Law establishes your right to inspect the public records of the Manchester-Shortsville Central School District. Requests to inspect school records must be made in writing on a form provided by the district and submitted to Kim Brown, Board Clerk, Manchester-Shortsville Central School District.

Student Records

Family Rights and Privacy Act

It is the intent of the Manchester-Shortsville Central School District to be in compliance with PL. 93-380 and PL. 94-142, and, therefore, it has established procedures for parents to exercise their rights relative to student records. MSCSD further intends that each member of its student body has the right of protection against an unwarranted invasion of privacy.

The Superintendent of Schools has developed procedures which recognize that parents and eligible students have the following rights:

*To inspect and review the student's educational records.

*To challenge the records and to seek to expunge or correct parts which are believed to be inaccurate, misleading, or otherwise improper.

*To file an appeal should the records not be altered in accordance with their request.

*To obtain copies of the student's records, the policy, and administrative regulations which pertain to records.

Those who are interested in access to student records or the policies of the Manchester-Shortsville Board of Education which relate to student records are asked to contact Kristine Guerri, Assistant Superintendent, at 289-3964.

The Rehabilitation Act

The Manchester-Shortsville Central School District, hereby gives notice that it does not discriminate on the basis of handicap in violation of Section 504 of the Rehabilitation Act of 1973. The school district further gives notice that it does not discriminate in admission or access to its programs and activities. No person shall be denied employment solely because of any physical, mental, or medical impairment which is unrelated to the person's ability to engage in the activities involved in the job for which application has been made.

PARENTS: CSE & CPSE meeting dates are noted on the District calendar. Different days of the week are offered for your scheduling convenience. Feel free to call the CSE/CPSE Office at 289-3478 with any questions. Please ask to speak with Karen Hall.

Information for School-Aged Youth

If you live in any of the following situations:

- In a shelter, motel, vehicle, or campground
- On the street
- In an abandoned building, trailer, or other inadequate accommodations
- Doubled up with friends or relatives because you cannot find or afford housing

then, you have certain rights or protections under the McKinney-Vento Homeless Education Assistance Act.

You have the right to:

- Go to school, no matter where you live or how long you have lived there. You must be given access to the same public education provided to other students.
- Continue in the school you attended before you became homeless or the school you last attended, if that is your choice and is feasible. The school district's local liaison for homeless education must assist you, if needed, and offer you the right to appeal a decision regarding your choice of school if it goes against your wishes.
- Receive transportation to the school you attended before you became homeless or the school you last attended, if you request such transportation.
- Attend a school and participate in school programs with students who are not homeless. Students cannot be separated from the regular school program because they are homeless.
- Enroll in school without giving a permanent address. Schools cannot require proof of residency that might prevent or delay school enrollment.
- Enroll and attend classes while the school arranges for the transfer of school and immunization records or any other documents required for enrollment.
- Enroll and attend classes in the school of your choice even while the school and you seek to resolve a dispute.
- Receive the same special programs and services, if needed, as provided to all other students served in these programs.
- Receive transportation to school and to school programs.

When you move, you should do the following:

- Contact the school district's local liaison for homeless education (289-3964) for help in enrolling in a new school or arranging to continue in your former school. (Or, someone at a shelter, Social Services office, or the school can direct you to the person you need to contact.)
- Tell your teachers anything that you think they need to know to help you in school.
- Ask the local liaison for homeless education, the shelter provider, or a social worker for assistance with clothing and supplies, if needed.

If you need further assistance, call the National Center for Homeless Education at the toll-free HelpLine number: 1-800-308-2145

Notification of Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

(1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access.

Parents or eligible students should submit to the School Principal a written request that identifies the record(s) they wish to inspect. The School official will make arrangements 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, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the School to amend a record should write the School Principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the School decides not to amend the record as requested by the parent or eligible student, the School 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 School 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 School has contracted as its agent to provide a service instead of using its own employees or officials (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.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-5920

RELEASE INFORMATION

NOTICE TO PARENTS with students in 9th-12th grades. The Federal Act NCLB (No Child Left Behind) requires school districts to provide access to secondary student's names, addresses and telephone listings to military recruiters or institutions of higher education unless parents request in writing not to release the information.

If you desire your child's information not to be released, please complete and return the following withdrawal of consent form:

I, _____
(parent name)

parent of, _____
(student name)

deny consent to release my child's information to military recruiters or institution of higher education as provided under the NCLB Act.

Return to: Guidance Office, Red Jacket High School, 1506 Rt. 21, Shortsville, NY 14548 or drop off in the High School Office.

AHERA Compliance Notice

AHERA is a federal law enacted in 1987 which requires all school districts to reinspect facilities for asbestos-containing building materials. Our facilities have been inspected and response actions are planned to ensure a continued safe environment for our students and employees. Activities include training of maintenance staff to prevent disturbance of asbestos and periodic re-inspection and surveillance activities by trained personnel. Details of such activities are described in the District's AHERA Management Plan, which is available for your review in the District Office. If you have any questions or concerns in this regard, feel free to contact the LEA Designee, Kathleen Haas, (585) 289-3965.

Publication of Student Names and Pictures

The Manchester-Shortsville Central School District actively pursues ways to celebrate the accomplishments of our students and staff. As part of this effort, lists or pictures of students, and articles citing individual student accomplishments are published in area newspapers, district and local newsletters and on our district website.

If you have a concern about any of your child's information (including name, address, telephone number, photo, etc.) appearing in such a publication, please fill out and return the form below.

NAME OF STUDENT:

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

Parent Signature

Date

Please return to Kim Brown, Board Clerk.

SPECTATOR RISK

Spectators and adults are deemed to assume normal risk with the attendance, participation and viewing of school events. Parents and guardians of students assume all normal risks while their child attends and participates in school programs.

ACCIDENTS ON CAMPUS

Parents be aware, the School District does not carry accident insurance on your child. Parents and guardians are financially responsible for all accidents or injury of their child when on campus.

TAX INFORMATION 2012-13

School taxes are payable:

In person (until October 1, 2012):

Monday - Friday

Canandaigua National Bank

By mail:

Manchester-Shortsville School District

Tax Collector

1506 State Route 21

Shortsville, NY 14548

Checks are to be made payable to Kim Brown, Tax Collector. Please also include Bill Number on check. November 1, 2012 is the last day that taxes will be accepted by the District Tax Collector. On November 15, 2012 all unpaid taxes will be turned over to the County Treasurer. Please call the Ontario County Treasurer's office after November 15, 2012 to determine the amount due.

District Tax Office: (585) 289-3964

Ontario County Treasurer: (585) 396-4432

CENSUS INFORMATION NEEDED

We would like to ask your help in maintaining our census. If you are a new family to our district that has a pre-schooler or if you are a family that has a new addition to your family since June 2007, please complete the form below and return to:

**Red Jacket Central School, c/o Barb Hansen,
1506 Route 21, Shortsville, NY 14548.**

Thank you for your assistance.

Father's Name: _____

Mother's Name: _____

Street Address: _____

City: _____

Phone #: _____

Child's Full Name: _____

Male or Female: _____ Date of Birth: _____

SCHOOL BREAKFAST

If you do not have time in the morning to fix a hot breakfast for your child, we offer one every day here at Red Jacket!

For \$1.25, your child will receive low fat milk, 100% juice, a choice of fruit and a choice of the hot item of the day (or cereal). We include a serving of whole grains to get their body and mind on the right track to start the day!

For lunch, we have a variety of items such as deli-style salads, assorted wraps and sandwiches that are made fresh everyday! We will be adding pizza to our grab-and-go line as a daily choice. Our pizza is made fresh everyday and is a healthy choice as we use a whole grain or whole wheat crust, skim mozzarella cheese and assorted toppings. The sauce we use on our pizza also provides a serving of vegetables.

With every lunch, your child can have fresh or canned fruit, 100% fruit juice, a hot vegetable, salad, and a choice of low fat milk. For \$2.50, students receive a well-balanced meal, which is low in sodium, lower fat, good in grains and easy on your family budget.

Please fill out the Free and Reduced-Price Meal Application to see if you qualify for free or reduced-price meals. It will help you save money and it helps us too! If you are approved, your child is qualified for breakfast, lunch and the after school snack.

At 2:30 p.m. every day, we offer a nutritious snack for \$1.00 for MS/HS students staying 9th period. Our most popular day is Wednesday when we have fresh baked cookies and milk! These are a whole grain cookie called "the smart cookie" that is good for your child!

Please visit our website (www.redjacket.org) where you can find all of our menus.

Please feel free to call or email Dorrie Dunham if you have a question. (585) 298-3966 ext. 7905 or Doris.Dunham@redjacket.org.

2012-2013 Cafeteria Prices

Breakfast, both schools	\$1.25
Reduced Breakfast, both schools.....	\$.25
Middle School/High School Lunch.....	\$2.50
Elementary School Lunch.....	\$2.50
Reduced Lunch, both schools	\$.25
Milk (Homogenized, 2%, Chocolate, Skim).....	\$.55

Frequently Asked Questions

1. Do I need to fill out an application for each child?

No. Complete the application to apply for free or reduced price meals. Use one Free and Reduced Price School Meals Application for all students in your household. We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to Doris Dunham, 1506 State Route 21, Shortsville, NY.

2. Who can get free meals? All children in households receiving benefits from Food Stamps the Food Distribution Program on Indian Reservations or TANF, can get free meals regardless of your income. Also, your children can get free meals if your household income is within the free limits on the Federal Income Guidelines.

3. Can foster children get free meals? Yes foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals. Any foster child in the household is eligible for free meals regardless of income.

4. Can homeless, runaway and migrant children get free meals? Yes, children who meet the definition of homeless, runaway, or migrant qualify for free meals. If you haven't been told your children will get free meals, please call Kristine Guererri at (585)289-3964 or e-mail her at Kristine.Guererri@redjacket.org to see if they qualify.

5. Who can get reduced price meals? Your children can get low cost meals if your household income is within the reduced price limits on the Federal Income Chart, shown on this application.

6. Should I fill out an application if I received a letter this school year saying my children are approved for free or reduced price meals? Please read the letter you received carefully and follow the instructions. Call the school at (585)289-3964 if you have questions.

7. My child's application was approved last year. Do I need to fill out another one? Yes. Your child's application is only good for that school year and for the first few days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year.

8. I get WIC, can my child(ren) get free meals? Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out an application.

9. Will the information I give be checked? Yes, and we may also ask you to send written proof.

10. If I don't qualify now, may I apply later?

Yes. You may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.

11. What if I disagree with the school's decision about my application? You should talk to school officials. You also may ask for a hearing by calling or writing to: Patricia Paddock, Manchester-Shortsville Central School, 1506 State Route 21, Shortsville, NY 14548 (585)289-3964 or email at Patricia.Paddock@redjacket.org.

12. May I apply if someone in my household is not a U.S. citizen? Yes. You or your child(ren) do not have to be a U.S. citizen to qualify for free or reduced price meals.

13. Who should I include as members of my household? You must include all people living in your household, related or not (such as grandparents, other relatives, or friends) who share income and expenses. You must include yourself and all children who live with you. If you live with other people who are economically independent (for example, people who you do not support, who do not share income with you or your children, and who pay a pro-rated share of expenses), do not include them.

14. What if my income is not always the same? List the amount that you normally receive. For example, if you normally get \$1000 each month, but you missed some work last month and only got \$900, put down that you get \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.

15. We are in the military. Do we include our housing allowance as income? If you get an off-base housing allowance, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.

16. My spouse is deployed to a combat zone. Is his/her combat pay counted as income? No, if the combat pay is received in addition to his/her basic pay because of his/her deployment and it wasn't received before he/she was deployed, combat pay is not counted as income. Contact your school for more information.

17. My family needs more help. Are there other programs we might apply for? To find out how to apply for Food Stamps or assistance benefits, contact your local assistance office or call 800-342-3009.



Manchester-Shortsville
 Central School District
 1506 Route 21
 Shortsville, NY 14548

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 14424
 PERMIT #161

ECRWSS
 POSTAL PATRON

OUR MISSION

We will challenge all learners
 and work in partnership
 with students, parents and
 community to achieve
 high standards.

DISTRICT TELEPHONE NUMBERS

Elementary Office ----- 289-9647
 Elementary Nurse----- 289-9650
 Middle School Office----- 289-3967
 Middle School Guidance ----- 289-3967
 High School Office ----- 289-3966
 MS/HS Nurse----- 289-3968
 High School Guidance ----- 289-3845
 Superintendent/District Office ----- 289-3964
 Assistant Superintendent----- 289-3964
 CPSE/CSE Chair----- 289-3478
 Athletic Director ----- 289-3966
 Business Office----- 289-3964
 Bus Garage ----- 289-3925
 Sports Hot Line: 289-6050 press 1,1,4042
 Homework Hot Line: 289-6050

EMERGENCY INFORMATION
HOT LINE: 289-3607

UPCOMING EVENTS

SEPT
1 Varsity Football Game
 vs U of R Prep @ 3:00pm

4 Superintendent's
 Conference Day

5 First Day of School
 for Students gr. 1-12

6 First Day of School
 for Kindergarten & UPK

12 MS/HS Picture Day

12 PTSA Public Meeting,
 3:30pm, ES Cafe

12 Board of Education Mtg
 HS Aud Lobby, 7:00PM

21 EARLY RELEASE K-12
 Conference Day

24 Elementary Open House
 Grades UPK-2, 7:00pm

25 Elementary Open House
 Grades 3-5, 7:00pm

29 HOMECOMING

