

Always an Eagle!

2021-2022 Calendar



CLEVELAND HILL Union Free School District

Cleveland Hill School



Jon T. MacSwan
Superintendent
of Schools

Superintendent's Message

As this message is being drafted, the excitement for the 2021-2022 school year continues to rise as strides toward a normal return to school are being made across the region and state. We must anticipate some challenges in this regard, but to this point in summer, we are certainly heading in the right direction. We are

all looking forward to our classrooms and hallways coming back to life with students back in school at full capacity.

In preparing for this upcoming school year, this summer has been an extremely busy one. Across the district we have been busy hiring and developing new programs made possible by the influx of federal funds in response to the pandemic. This money will come to us in the form of a federal grant and will be available to us for four years. As I shared previously, this funding will be utilized to support efforts in addressing identified learning loss that students experienced from last year. You will note greatly expanded opportunities for individualized and small group programming. These opportunities will be implemented during the regularly scheduled school day and after school. We also plan on maintaining our expanded summer program that includes transportation while the federal funds are available.

In addition to the academic support, we will also be focusing on students' social, emotional and behavioral health as well. We noted a rather significant increase in the need for these services when we did return a vast majority of our students to full time in-person instruction this past spring. In addition to our

already strong student support services that include; Social Workers, Counselors, Psychologists and a Behavior Specialist, we will be including an additional Behavior Intervention Specialist dedicated to our Elementary School.

Further, we are anticipating an increased demand in the services we provide through our Family Resource Center (FRC). Though we were able to provide help to many of our families facing particular challenges throughout the pandemic, restrictions did not allow us to assist at the level we would have liked to. We will be prepared to expand these services to our families and community as well. Please remember that we are here for you, and that our FRC is a confidential and free service available to you if you need the support. You can find contact information on our website or call us at 836-7200, ext. 8363.

The District appreciates its role as a key contributor to the educational, social, civic and economic foundation of our community. A strong school-community partnership is vital for us all to grow, improve and advance. Wonderful support from the strong Cleveland Hill school community make this a uniquely special place, capable of great things. We will continue to engage our community and collaborate with stakeholders from across the area. Please contact us at any time with any questions, concerns or comments, as we work for you. We invite and encourage you to attend our Board of Education Meetings listed in this calendar.

Board of Education



Shown left to right:
Robert C. Polino, President 838-5746,
Paul F. Kunkel, VP 984-4296, Julie McNeil 907-4935,
Michael Montoro 803-1834, Bonnie Vest 604-8440

The Cleveland Hill Union Free School District has a five-member Board of Education. The Board is the policy making body of the District and is responsible for the education of District students.

The Board of Education meets in regular session on the first and third Wednesday of the month at 6:00 PM in the Community Room, unless otherwise noted, and welcomes active participation by community members.

Citizens with or without children attending one of our District schools are encouraged to attend these meetings and will have the opportunity to address the Board of Education regarding agenda matters as well as items of a general nature not addressed at the meeting. Citizens desiring to be placed on the agenda should contact the President of the Board of Education or the Superintendent of Schools at least five school days prior to the meeting stating the nature of the business.

SCHOOL HOURS

ELEMENTARY SCHOOL

UPK Session 1 9:00 AM - 11:30 AM
UPK Session 2 12:15 PM - 2:45 PM
K - 5 8:30 AM - 3:15 PM
Half Day 8:30 AM - 11:15 AM

MIDDLE SCHOOL

6 - 8 7:45 AM - 2:42 PM
Half Day 7:45 AM - 10:45 AM

HIGH SCHOOL

9 - 12 7:50 AM - 2:42 PM
Half Day 7:50 AM - 10:45 AM

09 | SEPTEMBER

2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
August 24: New Teacher Academy August 25: New Teacher Academy August 26: New Teacher Academy MS New Student Orientation			Staff Development Days			
29	30	31	MS Walkabout Board of Education Meeting 6:00 PM 1	ES Passport to Learning-Family Event MS Grade 6 Orientation 2	3	4
5	Labor Day NO STUDENT ATTENDANCE 6	First Day for Students 7	MS SDM 3:00 PM 8	HS SDM 3:00 PM 9	10	ACT Test 11
12	PTA Fall Fundraiser Kick-off 13	ES SDM 3:30 PM PTA Meeting 6:30 PM 14	Board of Education Meeting 6:00 PM 15	16	17	18
19	20	21	22	HS Picture Day 23	ES Spirit Day School Colors MS Picture Day 24	25
26	PTA Fall Fundraiser Orders Due 27	28	HS Financial Aid Night 6:00 PM 29	30	1	2

Parent/Teacher/Student

Parent Teacher Association (PTA)

Please show your support by becoming a member. The PTA isn't just open to parents and teachers. It is open to anyone who wants to support our school; spouses, grandparents, neighbors and high school juniors and seniors. Please see the PTA page on the website under Home/District/Community/Community Organizations/PTA for up-to-date information or email Ptsa@clevehill.edu.

2021-2022 PTA BOARD MEMBERS

PRESIDENT Monica Elderkin mbelderkin@gmail.com	MS VP - Mignon Otis Mignon.otis3@gmail.com	TREASURER Jennifer Gerber Jengerber185@gmail.com	MEMBERSHIP CHAIR Misty Rojek Mrojek@live.com
ES VP - Melissa Rokitka rokitkafamily@yahoo.com	HS VP - Alecia Keidal Civwar1980@aol.com	SECRETARY - TBD	HOSPITALITY CHAIR Darlene Mishler Darlene738@yahoo.com

Athletic Booster Club

This organization exists to support the Cleveland Hill Modified, Junior Varsity and Varsity athletic programs. Please see the website under Athletics for meeting dates and times.

2021-2022 OFFICERS

PRESIDENT Frank Jones frankjones35@yahoo.com 465-0711	VICE PRESIDENT Stacy Betz stacy@thebetzfamily.net 253-8546	TREASURER Chavonne St. Louis chavonnest.louis@gmail.com 880-4268	SECRETARY Greg Wingerter gwingerter@yahoo.com 880-5499
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Shared Decision Making Teams (SDM)

Shared Decision Making is where teachers, parents, administrators, non-teaching staff, and, in the case of the high school, students plan together regarding issues affecting academic achievement. Questions and concerns you have regarding school performance can be addressed to your grade level representative or Building Principal. If you wish to be considered for openings in the 2022-2023 school year, please contact the Building Principal by the end of May 2022. Meetings are open and listed in this calendar.

Photo, Video & Internet Notice

During the year, the District may use student photographs, videos, audio recordings, or electronic images in order to publicize or promote a school program in either District-produced printed or electronic publications, or the media. Names of students are omitted from photograph captions posted to the District website. If you do not wish your child photographed or video recorded, please indicate this in writing to your child's Building Principal or you can find an "opt-out" form on the website under District Forms/Privacy. Please submit by September 30 of the current school year.

Emergency Contact Information

Emergency contact forms are sent home. Parents are asked to complete and return the forms as soon as possible, with current telephone numbers since these numbers are used in our Parent Notification System. If emergency phone numbers change, parents are asked to advise the school immediately.

Family Resource Center (FRC)

The Family Resource Center (FRC) is a family support service through the Cleveland Hill School District where families can receive counseling and information that promotes positive growth.

The FRC assists families by:

- providing solution-focused counseling free of charge for individuals, couples, and families
- linking families with resources in the community
- encouraging and supporting parents' involvement in their children's education.

For more information, contact your child's school counselor, psychologist, assistant principal or principal or call the FRC directly.

The FRC is located right on the school campus with its own private entrance off of Bigelow Road.

All counseling is confidential and free of charge with appointments available after school and evenings.



Cleveland Hill
FAMILY RESOURCE CENTER

Telephone:

836-7200, ext. 8363

Community Partners: Mid-Erie Counseling Services, WNY United Against Drug and Alcohol Abuse, Inc., Erie County Council for the Prevention of Alcohol and Substance Abuse, University at Buffalo, Canisius College, Niagara University, Kids Escaping Drugs, Planned Parenthood of WNY, Every Person Influences Children, Erie County Department of Social Services

10 | OCTOBER

2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
26	27	28	29	30	EMERGENCY DRILL - 15 Minute Early Release MS/HS First Quarter Interim Report Card Period Ends	SAT Test	
		Fire Prevention Week					HS Homecoming Game 2:00 PM
3	4	5	MS SDM 3:00 PM Board of Education Meeting 6:00 PM	ES Picture Day	HS Homecoming Carnival 6-8:00 PM	9	
10	Columbus Day NO STUDENT ATTENDANCE	ES SDM 3:30 PM	HS PSAT Test	HS SDM 3:00 PM		16	
17	18	19	Board of Education Meeting 6:00 PM		ES Spirit Day <i>Favorite Team</i> HS Senior Portrait Day	ACT Test	
24		Red Ribbon Week					
			HS Picture Retake Day PTA Fall Fundraiser Delivery	MS Picture Retake Day	1/2 Day Staff Development NO PM STUDENT ATTENDANCE		
31	25	26	27	28	ES Halloween Parade	30	

General Information

Universal Pre-Kindergarten

The Cleveland Hill UFSD provides a quality Universal Pre-Kindergarten (UPK) learning experience for children of eligible families during the school year. To qualify, children must reside in the Cleveland Hill UFSD and be four years of age on or before December 1.

The Cleveland Hill UFSD UPK program operates 2.5 hours per day (a morning session and an afternoon session), five days a week, for 180 days, following the regular school calendar.

The program accommodates 35 children. Children attending the Universal Pre-Kindergarten program will be provided with language based, hands-on learning experiences.

Families interested in the UPK program for the subsequent school year will need to obtain an Enrollment Survey form from the Registrar (836-7200, ext. 8540) and return it by April 1 of the current year. A lottery drawing will be held to determine enrollment. If more children apply for enrollment than the program can accommodate, a waiting list will be established for the remaining applicants.

Bus transportation is not provided for this program.

Procedure For Resolving A Problem

The following order is suggested for resolving a concern or problem that you may encounter.

- 1st - Teacher
- 2nd - Assistant Principal/Dean of Students
- 3rd - Principal
- 4th - Assistant Superintendent
- 5th - Superintendent
- 6th - Board of Education

Child Find

Pursuant of Federal and State Law of the Individuals with Disabilities Education Act and Article 89 of the NYS Education Law, the District seeks to locate, identify, evaluate and maintain information about children with disabilities residing in the district, including those attending private schools.

A parent suspecting their student ages 3-21 may have an educational disability should send a written request to the building principal or Special Education Office to determine areas of concern and possible intervention.

Cleveland Hill Educational Foundation

The Cleveland Hill Educational Foundation (CHEF) is an autonomous non-profit organization created to help acquire and distribute funds to provide for innovative educational and community programs and projects.

Donations can be made to CHEF, PO Box 1683, Cheektowaga, NY 14225. Grant applications can be obtained online or by mail request to the above address.

Transportation

For a safe and enjoyable ride to and from school, Cleveland Hill utilizes the services of WNY Bus Co..

WNY BUS CO.
Telephone: 681-2100

NONPUBLIC TRANSPORTATION

Resident students who require transportation to a nonpublic school must submit a written request by April 1 preceding the beginning of the next year. Application forms may be requested by calling the Transportation Office at 836-7200, ext. 8580 or may be found on our website.

School Closing Information

In the event of the closing of school, phone calls will be made by the Parent Notification System to numbers provided to the District on the Emergency Contact forms. Buses will not take students to any private or parochial schools or to any BOCES classes.

All school activities in the evening will be cancelled unless an announcement to the contrary is made.

Tax Code Number 115

CLEVELAND HILL UNION FREE SCHOOL DISTRICT

The New York State Resident Income Tax forms IT 200 and IT 201 require you enter the name and code number of the public school district where you were a resident as of December 31, of the tax year.

11 | NOVEMBER

2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			Board of Education Meeting 6:00 PM		MS/HS First Quarter Marking Period Ends	SAT Test
31	1	2	3	4	5	6
Daylight Saving Time Ends		PTA Meeting 6:30 PM	MS SDM 3:00 PM	Veterans Day NO STUDENT ATTENDANCE		
7	8	9	10	11	12	13
		ES SDM 3:30 PM	Board of Education Meeting 6:00 PM	ES Picture Make-up Day HS SDM 3:00 PM	ES Report Cards Sent Home HS Boulevard of Baskets 6:00 PM	
14	15	16	17	18	19	20
	Full Day ES/MS/HS Parent Teacher Conferences NO STUDENT ATTENDANCE	1/2 Day ES/MS Parent Teacher Conferences NO PM ES/MS STUDENT ATTENDANCE	HS Senior Tea	Thanksgiving Observance NO STUDENT ATTENDANCE		
21	22	23	24	25	26	27
28	29	30	1	2	3	4

Breakfast/Lunch/Wellness

School Lunch/Breakfast Program

The Cleveland Hill School District has entered into agreement with the New York State Education Department to participate in a national school lunch/breakfast program and to receive commodities donated by the Department of Agriculture and accept responsibility for providing free lunches and breakfasts for children in the Elementary, Middle and High School.

Community Eligibility Program

FREE School Breakfast and Lunch Program

We are pleased to announce that our food service department will be continuing the Community Eligibility Provision for the 2021-2022 school year! What this means to our families:

1. All students attending school at Cleveland Hill will be eligible to receive one breakfast and one lunch each day at no charge.
2. If a student wants to purchase a second meal, juice, milk or other ala carte items, they will need to have money in their account or cash in hand (no charging).
3. We still need our families to submit their household income information so that we can continue to receive grants and other educational funding.

MySchoolBucks

THE EASY WAY TO MANAGE STUDENT CAFETERIA ACCOUNTS

MYSCHOOLBUCKS is a convenient online service, which allows you to securely pay for your student's food purchases online, see what they've been eating in the cafeteria for the last week and receive email notifications when their balance gets below \$5. You don't have to worry anymore about sending money with your student to school.

Simply go to www.myschoolbucks.com to register for a secure account and never worry again about sending cash or checks with your student to school.

Customer Support:

1-855-832-5226

Monday-Friday 8:00 AM-5:00 PM

**MY
SCHOOL
BUCKS**

District Wellness Policy #5661

The Cleveland Hill Union Free School District and the Board of Education are committed to providing intellectually stimulating school environments that promote and protect children's health, social and emotional well-being, and ability to learn by supporting healthy eating, physical activity, and other behaviors that contribute to student wellness. Good health fosters attendance and education. Children and adolescents need access to healthy foods and opportunities to be physically active in order to grow, learn, and thrive.

To meet this commitment, the District has established a Wellness Committee that will develop, implement, monitor, and review District-wide nutrition and physical activity policies. The Wellness Committee includes representatives from the following groups: parents, teachers, civil service employees, school administrators, health, nutrition, physical education, and food services professionals.

Goals to Promote Student Wellness

- a. The health of our students is essential to their academic success. When faced with conflicting priorities or issues of implementation, this policy will be interpreted in a way that favors student health.
- b. All students in grades Pre-K through 12 will have opportunities, support, and encouragement to be physically active on a daily basis.
- c. Schools will provide access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students, taking into consideration the religious, ethnic, and cultural diversity of the student body in meal planning, and provide clean, safe, and pleasant settings and adequate time for students to eat.
- d. All schools in the District will participate in available federal school meal programs.

The School District supports a coordinated approach to school health which includes: comprehensive school health education, physical education, school health services, school nutrition services, counseling, psychological, and social services, healthy school environment, and family and community involvement.

The District will engage students, parents, teachers, food service professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing District-wide wellness policies.

To view the complete draft of the District's Wellness Policy visit our website at www.clevehill.org under District tab/Board of Education/BoardDocs.

12 | DECEMBER

2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	1 Board of Education Meeting 6:00 PM	2 MS/HS Winter Chorus Concert 6:30 PM	3	4 SAT Test
5	6	7	8 MS SDM 3:00 PM MS/HS Winter Band Concert 6:30 PM	9 HS SDM 3:00 PM	10 MS/HS Second Quarter Interim Report Card Period Ends	11 ACT Test
12	13	14 ES SDM 3:30 PM	15 Board of Education Meeting 6:00 PM	16 ES Winter Concert 7:00 PM	17 ES Spirit Day <i>Decorate Yourself for the Holiday</i>	18
19	20	21	22	23-24 Winter Recess NO STUDENT ATTENDANCE		25
26	27	28	29-30 Winter Recess NO STUDENT ATTENDANCE		31	1

Attendance

Attendance Policy

GENERAL ATTENDANCE POLICY

The Education Law requires that the students enrolled in the schools of this District attend school on every school day. The educational program offered by this District is predicated upon the presence of the student and requires continuity of instruction and classroom participation. The regular contact of students with one another in the classroom and their participation in a well-planned instructional activity under the tutelage of a competent teacher are vital to this purpose. Absences have a highly adverse effect on the student as well as the entire educational program. Therefore, the Board of Education urges all parents to make every effort for their children to be in attendance every day. You can obtain a full copy of the District Comprehensive Student Attendance Policy by visiting our District website at www.clevehill.org. Specifically, policy #7110 addresses Education Law Sections 3024, 3025, 3202, 3205, 3206, 3210, 3211 and 3213.

DETERMINATION OF EXCUSED AND UNEXCUSED ABSENCES, TARDINESS AND EARLY DEPARTURES

Based upon our District's education and community needs, values and priorities, the District has determined that absences, tardiness and early departures will be considered excused or unexcused according to the following standards.

- a) Excused: An absence, tardiness or early departure may be excused if due to personal illness, illness or death in the family, religious observance, required court appearances, attendance at health clinics, previously approved college visits, approved cooperative work programs or military obligations.
- b) Unexcused: An absence, tardiness or early departure is considered unexcused if the reason for the lack of attendance does not fall into the above categories (e.g., family vacation, hunting, babysitting, haircut, obtaining learner's permit, road test, oversleeping).

A written excuse, signed by a parent/person in parental relation should be presented by the student when returning to school following each absence.

STUDENT ATTENDANCE/COURSE CREDIT

The District believes that classroom participation is related to and affects a student's performance and grasp of the subject matter and, as such, is properly reflected in a student's final grade. For purposes of this policy, classroom participation means that a student is in class and prepared to work.

Consequently, for each marking period a certain percentage of a student's final grade will be based on classroom participation as well as the student's performance on homework, tests, papers, projects, etc. as determined by the building administrator and/or classroom teacher.

Students are expected to attend all scheduled classes. Consistent with the importance of classroom participation, unexcused student absences, tardiness, and early departures will affect a student's grade, including credit for classroom participation, for the marking period.

At the middle school/high school level, any student with more than twenty (20) absences in a course may not receive credit for the course. For courses meeting 1/2 year, students with more than ten (10) absences may not receive credit for the course. However, it is District policy that students with properly excused absences, tardiness and early departures for which the student has performed any assigned make-up work, assignments and/or tests shall not be counted as an absence for the purpose of determining the student's eligibility for course credit. District procedures will specify how student tardiness and early departures will be calculated and factored into the District's minimum attendance standard.

ATTENDANCE NOTIFICATION PROCESS

The analysis of student attendance by each school is continual. Each building has a notification process in place. These notifications include, but are not limited to, letters, phone calls and conferences with building administrators.

ATTENDANCE REVIEW COMMITTEE

The Attendance Review Committee will include, but not be limited to, an administrator, teachers, school counselors, school nurse, and school psychologist. This committee will review a student's attendance record who has reached the final determination point. The committee will review all excuses, student status regarding make-up work, projects, tests, homework, etc. The committee will then determine the status of the student under review. Individual circumstances regarding a student's attendance will be considered as part of the review.

FINAL DETERMINATION LETTER

A letter will be sent to the parent/guardian after the Attendance Review Committee has decided the status of the student under appeal.

You can obtain a full copy of the District's Comprehensive Student Attendance Policy by visiting our website at www.clevehill.org and navigating to the Board of Education tab. All Board of Education policies can be found in BoardDocs. You can also contact the school principal or the District Office.

01 | JANUARY

2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
26	27	28	29	30	31	1	
2	3	4	MS SDM 3:00 PM Board of Education Meeting 6:00 PM	5	6	7	
9	10	PTA Meeting 6:30 PM	11	HS SDM 3:00 PM HS Grade 8 Transition Night 6:00 PM	12	13	
16	Martin Luther King, Jr. Day NO STUDENT ATTENDANCE	ES SDM 3:30 PM	18	Board of Education Meeting 6:00 PM	19	20	
23	24	NYS Regents Exams				21	22
30	31	25	26	27	MS/HS Second Quarter Marking Period Ends ES Spirit Day Crazy Socks	28	
						29	

Student Information

Extra-Curricular Activities - School Policy #7410

EXTRA-CURRICULAR ACTIVITIES OFFERED

Cleveland Hill offers a range of clubs and activities for its students at each school level. We consider extra-curricular activities to be a valuable part of our overall program. With academics as the center, the school community encourages students to participate in extra-curricular activities, intramural or interscholastic athletics to develop into well-rounded individuals. All activities complement the academic program and provide healthy, supervised learning and fun for the students.

Each year staff members offer a variety of clubs for students to participate in before or after school. Clubs may change from year to year depending on the interest of the students.

ACADEMIC PERFORMANCE & EXTRA-CURRICULAR ELIGIBILITY FOR ATTENDANCE

Students who are suspended either In School Suspension or Out of School Suspension, on a day of an athletic game or practice session, party, school dance, or school affair scheduled after regular hours are not eligible for participation in or attendance at such events.

In order for students to attend a school-sponsored function, it is necessary that students attend classes for the entire school day on the day of the activity unless otherwise excused by the building administrator. The only excuses applicable for exception (provided proper documentation is submitted) are medical/dental appointments, death in the immediate family, court appearances, authorized religious observances, college visitation, school closings due to weather or emergency situations.

A COMPLETE LISTING OF STUDENT CLUBS AND ACTIVITIES IS AVAILABLE IN THE SCHOOL OFFICES. THE LISTING GIVES A BRIEF DESCRIPTION OF EACH CLUB/ACTIVITY AND THE TIME IT WILL NORMALLY MEET.

All sports will be posted on the Cleveland Hill website at www.clevehill.org

FALL: Varsity Football, JV Football, Modified Football, Boy's Cross Country, Girl's Cross Country, Girl's Swimming, Girl's Varsity Volleyball, Girl's JV Volleyball, Girl's Modified Volleyball, Varsity Cheerleading, Modified Cheerleading

WINTER: Boy's Varsity Basketball, Boy's JV Basketball, Boy's Modified Basketball, Girl's Varsity Basketball, Girl's JV Basketball, Girl's Modified Basketball, Boy's Swimming, Boy's Bowling, Girl's Bowling, Varsity Cheerleading, Modified Cheerleading

SPRING: Boy's Track, Girl's Track, Varsity Softball, Modified Softball, Varsity Baseball, Modified Baseball, Tennis

SAT/ACT Schedule

COLLEGE ENTRANCE TESTING

Any questions regarding either the SAT or the ACT should be referred to the counselors. Students are urged to register well in advance of the deadlines. Registration materials are available in the Student Support Center.

SAT TEST SCHEDULE

TEST DATE	REGISTRATION DEADLINE
October 2, 2021	September 3, 2021
November 6, 2021	October 8, 2021
December 4, 2021	November 4, 2021
March 12, 2022	February 11, 2022
May 7, 2022	April 8, 2022
June 4, 2022	May 5, 2022

ACT TEST SCHEDULE

TEST DATE	REGISTRATION DEADLINE
September 11, 2021	August 6, 2021
October 23, 2021	September 17, 2021
December 11, 2021	November 5, 2021
February 12, 2022	January 7, 2022
April 2, 2022	February 25, 2022
June 11, 2022	May 6, 2022

Student of the Month

Cleveland Hill recognizes students who have, through their action or achievement, demonstrated possession of those ideals and attitudes consistent with improving life in a free and democratic society.

02 | FEBRUARY

2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	31	1	MS SDM 3:00 PM Board of Education Meeting 6:00 PM	2	3	4
6	PTA Spring Fundraiser Kick-off	7	8	9	10	11
			1/2 Day Staff Development NO PM STUDENT ATTENDANCE	HS SDM 3:00 PM Cleveland Hill/ Cheektowaga Band Festival at Cheektowaga Central 7:00 PM		ACT Test
13	14	ES SDM 3:30 PM	15	16	17	18
			Board of Education Meeting 6:00 PM			ES Spirit Day School Colors PTA Spring Fundraiser Orders Due
20	21	22	Mid-Winter Recess NO STUDENT ATTENDANCE			25
			23	24		26
27	28	1	2	3	4	5

Health Requirements

NYS Immunization

New York State Public Health Law, Section 2164, mandates that schools not permit a child to be admitted unless the parent provides the school with a certificate of immunization or proof from a physician that the child is in the process of receiving the required immunizations.

All of the immunizations listed in the chart on the next page must be documented by your physician or local health department where the child received the immunization or must be an official copy of the immunization record from the child's previous school. All immunizations must specify the exact dates each immunization was administered. All new students and transfer students from within New York State must present proof of mandated immunizations within 14 calendar days of the first day of school attendance. Transfer students from outside New York State must present proof of mandated immunization within 30 calendar days of the first day of school attendance.

Medication

Any student requiring medication (including over-the-counter drugs, cough drops, ear and eye drops) during the school day must be under the direct supervision of the school nurse. The procedures are in accordance with statutory regulations outlined by the Nurse Practice Act and Provision of the State Education Law.

1. Medication is to be delivered to the health office by the parent/guardian and it will be stored in a locked area.
2. Medicine is to be in the original pharmacy bottle with the pharmacy label intact, the first and last name of the student, name of the drug, the dosage, and the frequency of administration.
3. A note from the physician must accompany the medication, stating name of the student, name of the drug, the dosage, time of administration and the reason for giving the medication.
4. A note from the parent/guardian requesting that the medication be given by the school nurse as prescribed by the physician must also be submitted.

Alcohol, Tobacco, Drugs and Other Substances

SCHOOL POLICY #7320

The Board of Education recognizes that the misuse of drugs, alcohol and/or tobacco is a serious problem with legal, physical, emotional and social implications for the entire community. Therefore, the consumption, sharing and/or selling, use and/or possession of alcoholic beverages, tobacco products, illegal drugs, counterfeit and designer drugs, or paraphernalia for the use of such drugs is prohibited at any school-sponsored event or on school property at all times. The inappropriate use of prescription and over-the-counter drugs shall also be disallowed. Persons shall be banned from entering school grounds or school-sponsored events when exhibiting behavioral, personal or physical characteristics indicative of having used or consumed alcohol or other substances.

Physical Examination

Education Law Sections 903 & 904 - In accordance with the Cleveland Hill School District Policy and NYS regulations, all students in pre-kindergarten, kindergarten, 1, 3, 5, 7, 9, 11 and all new entrants are required to have a physical examination, including an assessment of body mass index (BMI) and weight status (based on BMI-for-age percentile).

This information will be reported to the NYS Health Department to help health officials develop programs that will make it easier for our children to be healthier. If you choose not to have your child's BMI and weight status reported, you may sign an opt-out form which is available in the school nurse's office.

NYS Law (Chapter 281) now permits schools to request a dental examination at the same time that we require a physical examination. This is not mandated by NYS, but it is recommended that your child be examined by a dentist and a dental certificate form completed and returned to the school nurse. A list of dentists who will provide a dental examination and treatment on a free or reduced cost basis is available upon request.

In addition: special education students may need a physical examination as part of their triennial evaluation. All those students who participate in school sports must have a yearly physical examination. This physical examination is mandated by NYS. NYS Public Health Law, Article 13, Title 10, Section 1370-1376-A requires that prior to or within 3 months of initial enrollment, schools are required to obtain proof that the pre-school child has had a blood lead test. If evidence of blood lead testing has not been received within this 3 month period, the parent/guardian is to be given information about lead poisoning and be referred to a primary health care provider or the local health department. A student lacking proof of blood lead testing may not be excluded from school.

Beginning January 31, 2021, physical examinations for school are to be documented on the NYS Required Health Examination Form or an electronic health record equivalent form.

Free/Low Cost Services

The following organizations will provide free or low cost eye exams/glasses to our students.

- VSP - Sight for Students - 1-800-877-7195
- Eye Care America - 1-877-887-6327

The Erie County Department of Health will provide mandated immunizations for our students for a nominal fee - 716-858-7690.

The HIPAA Privacy Rule requires covered entities to protect individuals' health records and other personal health information the entities maintain or transmit, known as protected health information (PHI), by requiring appropriate safeguards to protect privacy, and setting limits and conditions on the uses and disclosures that may be made of such information without patient authorization. The rule also gives patients certain rights with respect to their health information, including rights to examine and obtain a copy of their health records, and to request corrections (amendments).

03 | MARCH

2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
27	28	1	Board of Education Meeting 6:00 PM 2	3	MS/HS Third Quarter Interim Report Card Period Ends HS Musical 7:00 PM 4	HS Musical 2:00 PM & 7:00 PM 5	
6	7	8	MS SDM 3:00 PM 9	HS SDM 3:00 PM 10	11	SAT Test 12	
Daylight Saving Time Begins	District Diversity Week			Staff Development Day			
	13	14	ES SDM 3:30 PM PTA Meeting 6:30 PM 15	Board of Education Meeting 6:00 PM 16	NO STUDENT ATTENDANCE PTA Theme Tray Event 17	18	19
20	21	22	PTA Spring Fundraiser Pick-up 23	ES Report Cards Sent Home HS ASVAB Test 24	ES Spirit Day Mis-Match 25	26	
		Grades 3-8 NYS ELA Assessment					
27	28	29	30	31	1	2	

Health Requirements

New York State Immunization Requirements for School Entrance/Attendance¹

NOTES: Children in a prekindergarten setting should be age-appropriately immunized. The number of doses depends on the schedule recommended by the Advisory Committee on Immunization Practices (ACIP). Intervals between doses of vaccine should be in accordance with the ACIP-recommended immunization schedule for persons 0 through 18 years of age. Doses received before the minimum age or intervals are not valid and do not count toward the number of doses listed below. See footnotes for specific information for each vaccine. Children who are enrolling in grade-less classes should meet the immunization requirements of the grades for which they are age equivalent.

2021-2022 School Year Dose requirements MUST be read with footnotes of this schedule.

Vaccines	Prekindergarten (Day Care, Head Start, Nursery or Pre-k)	Kindergarten and Grades 1, 2, 3, 4 and 5	Grades 6, 7, 8, 9, 10 and 11	Grade 12
Diphtheria and Tetanus toxoid-containing vaccine and Pertussis vaccine (DTaP/DTP/Tdap/Td) ²	4 doses	5 doses or 4 doses if the 4th dose was received at 4 years or older or 3 doses if 7 years or older and the series was started at 1 year or older.		3 doses
Tetanus and Diphtheria toxoid-containing vaccine and Pertussis vaccine adolescent booster (Tdap) ²		Not applicable		1 dose
Polio vaccine (IPV/OPV) ⁴	3 doses	4 doses or 3 doses if the 3rd dose was received at 4 years or older		
Measles, Mumps and Rubella vaccine (MMR) ⁵	1 dose		2 doses	
Hepatitis B vaccine ⁶	3 doses	or 2 doses of adult hepatitis B vaccine (Recombivax) for children who received the doses at least 4 months apart between the ages of 11 through 15 years		3 doses
Varicella (Chickenpox) vaccine ⁷	1 dose		2 doses	
Meningococcal conjugate vaccine (MenACWY) ⁸		Not applicable	Grades 7, 8, 9, 10 and 11: 1 dose	2 doses or 1 dose if the dose was received at 16 years or older
Haemophilus influenzae type b conjugate vaccine (Hib) ⁹	1 to 4 doses		Not applicable	
Pneumococcal Conjugate vaccine (PCV) ¹⁰	1 to 4 doses		Not applicable	

Failure to comply with these regulation will result in exclusion of your child from school.

For further information contact: New York State Department of Health, Bureau of Immunization, Room 649, Corning Tower ESP, Albany, NY 12237 • (518) 473-4437

New York City Department of Health and Mental Hygiene, Program Support Unit, Bureau of Immunization, 42-09 28th Street, 5th floor, Long Island City, NY 11101 • (347) 396-2433

New York State Department of Health/Bureau of Immunization • health.ny.gov/immunization

FOOTNOTES FOR IMMUNIZATION CHART

- Demonstrated serologic evidence of measles, mumps or rubella antibodies or laboratory confirmation of these diseases is acceptable proof of immunity to these diseases. Serologic tests for polio are acceptable proof of immunity only if the test was performed before September 1, 2019 and all three serotypes were positive. A positive blood test for hepatitis B surface antibody is acceptable proof of immunity to hepatitis B. Demonstrated serologic evidence of varicella antibodies, laboratory confirmation of varicella disease or diagnosis by a physician, physician assistant or nurse practitioner that a child has had varicella disease is acceptable proof of immunity to varicella.
- Diphtheria and tetanus toxoids and acellular pertussis (DTaP) vaccine. (Minimum age: 6 weeks)
 - Children starting the series on time should receive a 5-dose series of DTaP vaccine at 2 months, 4 months, 6 months and at 15 through 18 months and at 4 years or older. The fourth dose may be received as early as age 12 months, provided at least 6 months have elapsed since the third dose. However, the fourth dose of DTaP need not be repeated if it was administered at least 4 months after the third dose of DTaP. The final dose in the series must be received on or after the fourth birthday and at least 6 months after the previous dose.
 - If the fourth dose of DTaP was administered at 4 years or older, and at least 6 months after dose 3, the fifth (booster) dose of DTaP vaccine is not required.
 - For children born before 1/1/2005, only immunity to diphtheria is required and doses of DT and Td can meet this requirement.
 - Children 7 years and older who are not fully immunized with the childhood DTaP vaccine series should receive Tdap vaccine as the first dose in the catch-up series; if additional doses are needed, use Td or Tdap vaccine. If the first dose was received before their first birthday, then 4 doses are required, as long as the final dose was received at 4 years or older. If the first dose was received on or after the first birthday, then 3 doses are required, as long as the final dose was received at 4 years or older.
- Tetanus and diphtheria toxoids and acellular pertussis (Tdap) adolescent booster vaccine. (Minimum age for grades 6 and 7: 10 years; minimum age for grades 8 through 12: 7 years)
 - Students 11 years or older entering grades 6 through 12 are required to have one dose of Tdap.
 - In addition to the grade 6 through 12 requirement, Tdap may also be given as part of the catch-up series for students 7 years of age and older who are not fully immunized with the childhood DTaP series, as described above. In school year 2021-2022, only doses of Tdap given at age 10 years or older will satisfy the Tdap requirement for students in grades 6 and 7; however, doses of Tdap given at age 7 years or older will satisfy the requirement for students in grades 8 through 12.
 - Students who are 10 years old in grade 6 and who have not yet received a Tdap vaccine are in compliance until they turn 11 years old.
- Inactivated polio vaccine (IPV) or oral polio vaccine (OPV). (Minimum age: 6 weeks)
 - Children starting the series on time should receive a series of IPV at 2 months, 4 months and at 6 through 18 months, and at 4 years or older. The final dose in the series must be received on or after the fourth birthday and at least 6 months after the previous dose.
 - For students who received their fourth dose before age 4 and prior to August 7, 2010, 4 doses separated by at least 4 weeks is sufficient.
 - If the third dose of polio vaccine was received at 4 years or older and at least 6 months after the previous dose, the fourth dose of polio vaccine is not required.
 - For children with a record of OPV, only trivalent OPV (tOPV) counts toward NYS school polio vaccine requirements. Doses of OPV given before April 1, 2016 should be counted unless specifically noted as monovalent, bivalent or as given during a poliovirus immunization campaign. Doses of OPV given on or after April 1, 2016 should not be counted.
- Measles, mumps, and rubella (MMR) vaccine. (Minimum age: 12 months)
 - The first dose of MMR vaccine must have been received on or after the first birthday. The second dose must have been received at least 28 days (4 weeks) after the first dose to be considered valid.
 - Measles: One dose is required for prekindergarten. Two doses are required for grades kindergarten through 12.
 - Mumps: One dose is required for prekindergarten. Two doses are required for grades kindergarten through 12.
 - Rubella: At least one dose is required for all grades (prekindergarten through 12).
- Hepatitis B vaccine
 - Dose 1 may be given at birth or anytime thereafter. Dose 2 must be given at least 4 weeks (28 days) after dose 1. Dose 3 must be at least 8 weeks after dose 2 AND at least 16 weeks after dose 1 AND no earlier than age 24 weeks (when 4 doses are given, substitute "dose 4" for "dose 3" in these calculations).
 - Two doses of adult hepatitis B vaccine (Recombivax) received at least 4 months apart at age 11 through 15 years will meet the requirement.
- Varicella (chickenpox) vaccine. (Minimum age: 12 months)
 - The first dose of varicella vaccine must have been received on or after the first birthday. The second dose must have been received at least 28 days (4 weeks) after the first dose to be considered valid.
 - For children younger than 13 years, the recommended minimum interval between doses is 3 months (if the second dose was administered at least 4 weeks after the first dose, it can be accepted as valid); for persons 13 years and older, the minimum interval between doses is 4 weeks.
- Meningococcal conjugate ACWY vaccine (MenACWY). (Minimum age for grades 7 and 8: 10 years; minimum age for grades 9 through 12: 6 weeks).
 - One dose of meningococcal conjugate vaccine (Menactra, Menveo or MenQuadfi) is required for students entering grades 7, 8, 9, 10 and 11.
 - For students in grade 12, if the first dose of meningococcal conjugate vaccine was received at 16 years or older, the second (booster) dose is not required.
- The second dose must have been received at 16 years or older. The minimum interval between doses is 8 weeks.
- Haemophilus influenzae type b (Hib) conjugate vaccine. (Minimum age: 6 weeks)
 - Children starting the series on time should receive Hib vaccine at 2 months, 4 months, 6 months and at 12 through 15 months. Children older than 15 months must get caught up according to the ACIP catch-up schedule. The final dose must be received on or after 12 months.
 - If 2 doses of vaccine were received before age 12 months, only 3 doses are required with dose 3 at 12 through 15 months and at least 8 weeks after dose 2.
 - If dose 1 was received at age 12 through 14 months, only 2 doses are required with dose 2 at least 8 weeks after dose 1.
 - If dose 1 was received at 15 months or older, only 1 dose is required.
 - Hib vaccine is not required for children 5 years or older.
- Pneumococcal conjugate vaccine (PCV). (Minimum age: 6 weeks)
 - Children starting the series on time should receive PCV vaccine at 2 months, 4 months, 6 months and at 12 through 15 months. Children older than 15 months must get caught up according to the ACIP catch-up schedule. The final dose must be received on or after 12 months.
 - Unvaccinated children ages 7 through 11 months are required to receive 2 doses, at least 4 weeks apart, followed by a third dose at 12 through 15 months.
 - Unvaccinated children ages 12 through 23 months are required to receive 2 doses of vaccine at least 8 weeks apart.
 - If one dose of vaccine was received at 24 months or older, no further doses are required.
 - PCV is not required for children 5 years or older.
 - For further information, refer to the PCV chart available in the School Survey Instruction Booklet at: www.health.ny.gov/prevention/immunization/schools

04 | APRIL

2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	29	31	31	1	2 ACT Test
3	4	5	6 MS SDM 3:00 PM Board of Education Meeting 6:00 PM	7 HS ASVAB Workshop	8 HS Freshman Team Building Day	9
10	11	12	13 Spring Recess NO STUDENT ATTENDANCE	14	15 MS/HS Third Quarter Marking Period Ends	16
17	18	19 ES SDM 3:30 PM Board of Education Special Meeting 7:15 AM	20 Board of Education Meeting 6:00 PM	21 HS SDM 3:00 PM MS Spring Band & Chorus Concert	22	23
24	25	26 HS Spring Band & Chorus Concert 6:30 PM	27	28	29 ES Spirit Day Rainbow	30
Grades 3-8 NYS Math Assessment						

Notifications

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: 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 [or appropriate school official] 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.

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 [or appropriate school official], 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.

The right to privacy of personally identifiable information 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 outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks.

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

Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student’s enrollment or transfer.

The right to file a complaint with the U.S. Department of Education can be sent to: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, DC 20202-8520.

PPRA

The Protection of Pupil Rights Amendment (PPRA) is a federal law that affords certain rights to parents of minor students with regard to surveys that ask questions of a personal nature. Briefly, the law requires that schools obtain written consent from parents before minor students are required to participate in any U.S. Department of Education funded survey, analysis, or evaluation that reveals information concerning the following areas:

- Political affiliations;
- Mental and psychological problems potentially embarrassing to the student and his/her family;
- Sex behavior and attitudes;
- Illegal, anti-social, self-incriminating and demeaning behavior;
- Critical appraisals of other individuals with whom respondents have close family relationships;
- Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
- Religious practices, affiliations, or beliefs of the student or student’s parent; or
- Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.)

Federal Legislation gives parents more rights with regard to the surveying of minor students, the collection of information from students for marketing purposes, and certain non-emergency medical examinations.

The rights under PPRA transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

Parents who believe their rights have been violated may file a complaint with: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue S.W., Washington, D.C. 20202-5901

Release of Information to Military Recruiters and Institutions of Higher Learning

Federal Legislation requires school districts to provide, upon request, the name, address and telephone number of junior and senior high school students to military recruiters and institutions of higher learning. It is the responsibility of the District to notify parents of the potential for this request and to notify parents of their right and their child’s right to refuse that this information be released. Parents wishing to exercise their option to withhold their consent to the release of the information must complete a form and submit it to the District Office no later than December 1st of the current school year. Forms can be obtained online at www.clevehill.org.

05 | MAY

2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	Board of Education Meeting & Budget 2022-2023 Official Hearing 6:00 PM	4	5	6 SAT Test
8	MS Grade 5 Information Night	ES SDM 3:30 PM PTA Meeting & Elections 6:30 PM	MS SDM 3:00 PM	HS SDM 3:00 PM	MS/HS Fourth Quarter Interim Report Card Period Ends	14
15	16	SCHOOL BUDGET VOTE & ELECTION Arts Extravaganza Noon-9:00 PM ES Open House 6:30 PM MS/HS Jazz Coffee House 6:30 PM	1/2 Day Staff Development NO STUDENT ATTENDANCE Board of Education Meeting 6:00 PM	18	19	20
22	23	24	25	26	ES Spirit Day USA	28
29	Memorial Day NO STUDENT ATTENDANCE	30	31	1	2	3
						4

Notifications

Access to Public Records

The Board of Education has adopted policies for the compliance with the Freedom of Information Law and with the rules of the Committee on Public Access to Records.

In accordance with the rules, the Cleveland Hill Schools have made available for public inspection and copying various official records, including minutes of regular and special meetings of the Board of Education, public hearings conducted by the Board of Education, adopted budgets, Board of Education policies, orders of the Commissioner of Education, and court orders concerning the Cleveland Hill School District.

Official records, except those involving Cleveland Hill School pupils, are located in the office of the School Business Administrator, who is designated as the Records Access Officer for the purposes of complying with the requirements of the Freedom of Information Law. Official records may be requested in writing at the Business Office on any regular work day between the hours of 8:00 AM and 3:00 PM. Advance notice is required. Examination requests must be specific. Requested copies of those records which can be copied by machines will be reproduced at twenty-five cents (25¢) per sheet.

Verification of Residence

Each student who applies for enrollment must establish that he or she is a legal resident of the Cleveland Hill School District.

Please visit our website: www.clevehill.org under District/District Forms/New Student Enrollment for complete enrollment information.

The District will comply with the laws of New York State and Regulations of the Commissioner of Education regarding the determination of legal residence. Where residency is in question, the administration will investigate or cause to have investigated individual circumstances that result in a non-resident student being admitted to the school. Students illegally enrolled shall be removed from attendance at District schools.

Please be aware that the submission of any false or fraudulent information to the District, in connection with a student residency determination, may constitute a criminal offense and may be referred by the District to the appropriate law enforcement authorities for prosecution. In addition, the cost of providing an education to a student determined to be a non-resident will be charged at the determined rate established by State Education formulas.

Limited English-Proficient Students

Parents must be notified if their child is participating in, or eligible for, a language instruction program.

Parents' Bill of Rights - Student Data Privacy and Security

The New York State Education Department collects and maintains certain personally identifiable information (PII) about students enrolled in public schools across the state. Education Law § 2-D requires each educational agency in the State of New York to develop a Parents' Bill of Rights for Data Privacy and Security. The District's Bill of Rights can be found on our website.

The Children's Internet Protection Act

Student access to the District's computer system will automatically be provided unless the parent has submitted written notification to the District that such access not be permitted.

Code of Conduct

The Cleveland Hill Union Free School District Code of Conduct is intended to:

- Encourage proper behavior
- Insure the safety and security of all school community members
- Promote a safe and successful learning environment.

The Code administers the conduct of students, parents and other visitors while on school property or attending school functions. It includes the range of penalties that may be imposed for code violations and defines the roles of essential partners (teachers, administrators, other school personnel, the board of education, and parents) in maintaining safe, orderly schools. The Code is reviewed annually and revised as needed. The complete Cleveland Hill School District Code of Conduct is available by visiting www.clevehill.org or contacting the school office.

Staff Qualifications

Parents have the right to request and receive information regarding the professional qualifications of their child's classroom teachers and teaching assistants. The District must notify parents any time their children are assigned to or taught for four or more consecutive weeks by a teacher who is not "highly qualified".

Annual Performance Review Plan (APPR)

Pursuant to New York Education Law Section 3012-C, the Cleveland Hill Union Free School District Annual Professional Performance Review (APPR) Plan can be found through a link on the District's website, at www.clevehill.org/APPR, in compliance with New York Education Law and regulations.

06 | JUNE

2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			Grade 8 NYS Science Performance Test			SAT Test
29	30	31	Board of Education Meeting 6:00 PM 1	2	3	4
	Grade 8 NYS Science Written Exam MS NJHS Induction 5		MS SDM 3:00 PM 8	ES Spring Concert 7:00 PM 9	HS Junior/Senior Prom 6-10:00 PM Post Prom Party 10:30 PM 10	ACT Test 11
12		ES Flag Day Parade 9:00 AM ES Spirit Day Red, White & Blue HS Last Full Day of School 13	NYS Regents Exams Board of Education Meeting 6:00 PM 15		ES UPK & K Last Day of School MS Last Full Day of School 17	18
	Juneteenth NO STUDENT ATTENDANCE 19	NYS Regents Exams Kindergarten Screening for 2022-2023 ES Gr 1-5 Dismissal 11:15 AM ES Grade 5 MS Walk Up MS Dismissal 10:45 AM MS Grade 8 Moving Up Ceremony 6:30 PM 21			ES Grades 1-5 Dismissal 11:15 AM & Last Day of School ES Report Cards Sent Home ES Grade 5 Moving Up Day 9:00 AM MS Dismissal 10:45 AM 23	HS Graduation Required Rehearsal 9:30 AM Ceremony 6:00 PM 24
26	27	28	29	30	1	2

Notifications

Every Student Succeeds Act - Title IX and Title I

TITLE IX NON-DISCRIMINATION

The Cleveland Hill School District does not discriminate on the basis of race, color, national origin, creed, religion, marital status, sex, age, sexual orientation or disability in admissions, predisposing genetic characteristic, participation or employment.

If you have any questions regarding the grievance procedures below, contact the Cleveland Hill Civil Rights (Title IX/Section 504/ADA) Compliance Officer, Mr. David Evans at 836-7200, ext. 8500.

WRITTEN COMPLAINT AND APPEAL PROCEDURES FOR TITLE I

As required by Title IX, General Provisions of the Elementary and Secondary Education Act (ESEA), the New York State Education Department (NYSED) has adopted the following procedures for receiving and resolving complaints and for reviewing appeals from decisions of local educational agencies (LEAs). Complaints concerning violations of ESEA Title I, Parts A, C, and D, or of the General Education Provisions Act; or of Section 100.2(ee) Academic Intervention Services of the Regulations of the Commissioner are covered by these procedures.

LEAs must disseminate free of charge, adequate information about the State Complaint and Appeal Procedures to parents of students, and appropriate private school officials or representatives. [General Provisions Regulations, 34 CFR Sections 299.10-299.12]

PROCEDURES FOR FILING COMPLAINTS/APPEALS WITH A LEA:

Who may submit a complaint? Any public or nonpublic school parent or teacher, other interested person, or agency may file a complaint.

What must a complaint contain? All complaints must:

- be written;
- be signed by the person or agency representative filing the complaint;
- specify the requirement of law or regulation being violated and the related issue, problem, and/or the concern;
- contain information/evidence supporting the complaint; and
- state the nature of the corrective action desired.

What must an appeal from a LEA's response contain? An appeal must contain:

- a copy of the original signed complaint (see I-B);
- a copy of the LEA's response to the original complaint or a statement that the LEA failed to respond in 30 business days.

In New York City or rest of State outside of New York City, a copy of the LEA and the Department of Education's response to the original complaint or a statement that the Department of Education failed to respond within 30 business days; and a statement identifying those parts of the LEA's response which the party wishes to appeal.

Where should a complaint/appeal to the LEA be sent?

Complaints/appeals regarding the LEA's administration and implementation of its ESEA Title I Grant or Academic Intervention Services for students identified under Commissioner's Regulations Part 100 should be sent first to the School Superintendent of the LEA against whom the complaint is made. The LEA has a 30 business day period in which to resolve a complaint.

Title I complaints should be first sent to the Superintendent of the LEA. If the local LEA fails to resolve the complaint within 30 business days, or fails to resolve the issue to the satisfaction of the complainant, the complaint should be sent to the Title I School and Community Services Office, Room 365 EBA, New York State Education Department, 89 Washington Avenue, Albany, NY 12234.

SECTION 504

In compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 the Cleveland Hill Union Free School District does not discriminate on the basis of disability. No qualified student with a disability shall, on the base of that disability, be denied access to any of the District's educational programs or activities.

TITLE I

The Title I Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), signed December 10, 2015, requires that school districts notify parents of students who attend a school that receives Title I federal funds of their right to request information regarding the qualifications of their children's teachers and para-professionals. Please be advised that teachers in this District possess, minimally, a bachelor's degree and/or master's degree and hold the appropriate NYS certification required in their field. Para-professionals employed by the District also meet all NYS requirements. If your child attends a Title I school, you may obtain specific information about the school's teachers by submitting a written request to your child's Principal.

continued on next page

07 | JULY

2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	1	2
3	Independence Day	Board of Education Organizational Meeting 6:00 PM	6	7	8	9
10	11	12	13	14	15	16
17	18	19	Board of Education Meeting 6:00 PM	21	22	23
24	25	26	27	28	29	30
31						

Notifications

Every Student Succeeds Act - Title IX and Title I, *continued from previous page*

PROCEDURES FOR FILING COMPLAINTS/APEALS WITH THE NEW YORK STATE EDUCATION DEPARTMENT

The State Education Department will review complaints when the complaint pertains to:

- the State's administration of the ESEA Title I Basic Grant, Migrant Education, or Neglected or Delinquent Program;
- an appeal from the decision of an LEA regarding an action by the LEA.

Complaints that do not meet any of the above criteria, including complaints concerning the LEA's administration of its Title I Program, will be referred for possible resolution to the LEA against whom the complaint is made.

What timelines pertain to the State Education Department's review of complaints/appeals from an LEA action?

Within 60 business days of the receipt of the complaint/appeal, Department staff will complete an on-site review (if necessary) and/or records examination and will notify all parties of its findings. An extension of the 60-day complaint resolution period is permitted under CFR Part 299.11 (b), for exceptional circumstances.

Where shall complaints or appeals to the State Education Department be sent?

Complaints/appeals regarding Title I for LEAs outside of New York City local school districts/schools should be sent to:

New York State Education Department, Title I School & Community Services Office, Room 365 EBA, 89 Washington Avenue, Albany, NY 12234

How long does a public or nonpublic teacher, parent, or agency have to file an appeal from a decision of a LEA or the New York City Department of Education?

An appeal must be requested and postmarked within 20 business days of receipt of the LEA's response to the original complaint.

Who shall conduct the review of complaints or appeals?

The Title I representative in the State Education Department office who is assigned as the program manager for the LEA against which the complaint is made and other Department staff as may be appropriate shall conduct the review of complaints or appeals.

What shall the State Education Department's response to the complaint contain?

The Department's response shall contain:

- the names of persons interviewed;
- the records or other evidence examined;
- relevant dates/times/locations/events;
- summary of findings; and
- nature of corrective action to be taken including applicable timelines.

How will State Education Department staff monitor the timely and appropriate implementation of the corrective actions called for in the complaint/appeal resolution?

Failure of the LEA to take corrective action within the time period stipulated in the complaint resolution shall be cause to withhold all, or a portion of, the ESEA Title I allocation to the LEA.

Does the State Education Department maintain a record of all complaints/appeals?

Yes. Copies of correspondence, related documents, investigative reports, and summary reports involved in the complaint/appeal resolution will be maintained by the State Education Department for five years. Records will be made available to interested parties in accordance with the provisions of the New York State Freedom of Information Law (Public Officers Law Sections 84-89).

What shall constitute exceptional circumstances for extending the 60-day limit for State Education Department review of complaints and appeals for relief from an LEA action?

The State Education Department has determined that exceptional circumstances may include, but need not be limited to, such occurrences as:

- illness of involved parties;
- cancellation of scheduled on-site reviews due to unscheduled school closings;
- the need for extended review activities beyond those specified in the written notification; and/or
- any other mutual agreement to changes in review scope or activity.

When exceptional circumstances are identified, the revised date for the completion of the complaint review will be provided in writing to all parties involved in the complaint or appeal. All parties to the complaint have the right to initiate a request for an extension beyond the 60 business day complaint resolution period based on exceptional circumstances.

All such requests must be presented to the State Education Department.

PROCEDURES FOR ADJUDICATING APEALS FROM THE DECISION OF THE STATE EDUCATION DEPARTMENT

May a person/agency dissatisfied with the State Education Department's complaint resolution file an appeal?

Yes, parties dissatisfied with the State Education Department's complaint resolution may file an appeal directly with the United States Department of Education at:

United States Department of Education, Compensatory Education Programs, 400 Maryland Avenue, S.W., Room 3W230, FOB #6, Washington, D.C. 20202-6132

07 | AUGUST

2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
31	1	2	Board of Education Meeting 6:00 PM 3	4	5	6
7	8	9	10	11	12	13
		NYS Regents Exams				
14	15	16	Board of Education Meeting 6:00 PM 17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

Notifications

Sexual Harassment Policy

The Board of Education affirms its commitment to non-discrimination and recognizes its responsibility to provide for all District students an environment that is free of sexual harassment and intimidation. Sexual harassment is a violation of law and stands in direct opposition to District Policy. Therefore, the Board prohibits all forms of sexual harassment by employees and students. Generally, sexual harassment is defined as unwelcome sexual advances, request for sexual favors and other verbal or physical conduct of a sexual nature. In the event of a complaint regarding sexual harassment, please contact the Discrimination/School Harassment Compliance Officer: Director of Special Education, at 836-7200, ext. 8515 or Assistant Superintendent at 836-7200, ext. 8500.

Student Directory Information

Parents of eligible students have the right to refuse release of student directory information under School Policy #7243. Directory information may include, for example, name, ID number, 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, grade level, photograph, email address and enrollment status.

The Dignity for All Students Act

Bullying and intimidation are prohibited in all NYS Schools. The Board of Education has adopted School Policy #7550 that condemns and prohibits all forms of bullying, discrimination and/or harassment of students based on actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender (including gender identity and expression), or sex by school employees or students on school property and at school-sponsored activities and events that take place at locations off school property. Any violations of this policy will be investigated and dealt with under the policy. Complaints need to be forwarded to the Dignity Coordinator in each building. The entire policy can be viewed on our website.

Cleveland Hill DASA coordinators are:

- Elementary - Mrs. Brenda Wagner
- Middle School - Mrs. Patricia Balthasar
- High School - Mrs. Allison Wilson

McKinney-Vento

Students in temporary housing that is not “fixed, regular and adequate” have rights under Federal legislation - the McKinney-Vento Act. For information, contact Felecia Hanesworth, District Liaison for McKinney-Vento.

Title VI, Civil Rights Act of 1964

No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

Buildings and Grounds

PEST MANAGEMENT

Integrated Pest Management (IPM) is a systematic approach to managing pests focusing on long-term prevention or suppression with minimal impact on the environment and non-target organisms. Our strategies for managing pest populations, should they develop, will be based upon the pest species and whether that species poses a threat to our students, staff, property or the environment. We currently utilize Ehrlich to provide inspections, monitoring and recommendations to assist us in our response actions.

At this time, we do not anticipate the application of any pesticides in our District. If a situation should occur, we will provide 48 hour prior notification to all individuals requesting this information before an application is made. To have your name placed on the list, please contact the Buildings and Grounds Department. The list will be valid for the current academic school year.

FIRE INSPECTION

Notice is hereby given that the annual inspection of all District school buildings for fire hazards, which might endanger the lives of students, teachers and employees, has been completed and the report is available at the office of the Buildings and Grounds Department for inspection.

ASBESTOS MANAGEMENT PLAN

In compliance with the U.S. Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA), we have completed the required asbestos periodic surveillance of all school buildings. All building materials previously identified as asbestos containing and assumed asbestos containing materials were inspected. These building materials were found to be in good condition and pose no health hazard to any building occupant.

CRISIS/EMERGENCY MANAGEMENT PLAN

The Safe Schools Against Violence in Education (SAVE) Law and Commissioner of Education Regulations require school districts to establish a district school safety plan. In order to provide a safe and secure environment, the Cleveland Hill UFSD adopted a comprehensive plan that outlines specific actions and responses to any crisis or emergency.

If you have any questions regarding the above referenced items, or would like to review any of these materials, please contact the Buildings and Grounds Department at 836-7200, ext. 8560.

Communications

Telephone Directory

SUPERINTENDENT

Jon T. MacSwan 836-7200, ext. 8550

ASSISTANT SUPERINTENDENT

David Evans 836-7200, ext. 8500

DISTRICT CLERK

Wendy Limardi 836-7200, ext. 8550

DISTRICT TREASURER

Frances May 836-7200, ext. 8584

SCHOOL BUSINESS ADMINISTRATOR

Carolyn Robertson 836-7200, ext. 8582

DIRECTOR OF ATHLETICS

Jason Przybysz 836-7200, ext. 8350

DIRECTOR OF DISTRICT DATA & ASSESSMENT

Erica Case 836-7200, ext. 8570

DIRECTOR OF FACILITIES

John Robertson 836-7200, ext. 8560

DIRECTOR OF STUDENT/STAFF HEALTH & SAFETY

Jill Sherman 836-7200, ext. 8535

CENTRAL REGISTRAR

Maureen Fitzgerald 836-7200, ext. 8540

FOOD SERVICES 836-7200, ext. 8340

FREE/REDUCED LUNCH APPLICATIONS

Maria Falcone 836-7200, ext. 8588

FAMILY RESOURCE CENTER

David Evans 836-7200, ext. 8363

TRANSPORTATION 836-7200, ext. 8580

ELEMENTARY SCHOOL

OFFICE PRINCIPAL 836-7200, ext. 8200

Marcie Pascual 836-7200, ext. 8220

ASSISTANT PRINCIPAL

Jason Jackson 836-7200, ext. 8222

ELEMENTARY SCHOOL NURSE

Debra Czuprynski 836-7200, ext. 8210

ELEMENTARY SCHOOL COUNSELOR

Brenda Wagner 836-7200, ext. 8202

ELEMENTARY SCHOOL SOCIAL WORKER

Kelly Pokigo 836-7200, ext. 8203

ELEMENTARY SCHOOL PSYCHOLOGIST

Alana Knaebe 836-7200, ext. 8530

MIDDLE SCHOOL

OFFICE PRINCIPAL 836-7200, ext. 8430

Danielle Alterio 836-7200, ext. 8543

ASSISTANT PRINCIPAL

Patrick Christie 836-7200, ext. 8434

MIDDLE SCHOOL NURSE

Erin Lepsch 836-7200, ext. 8330

MIDDLE SCHOOL COUNSELOR

Patricia Balthasar 836-7200, ext. 8446

MIDDLE SCHOOL PSYCHOLOGIST

Lisa Hillyard 836-7200, ext. 8520

MIDDLE SCHOOL SOCIAL WORKER

Sarah Barth 836-7200, ext. 8328

HIGH SCHOOL

OFFICE PRINCIPAL 836-7200, ext. 8320

Timothy Wiles 836-7200, ext. 8322

ASSISTANT PRINCIPAL

Michael Lobuzzetta 836-7200, ext. 8255

DEAN OF STUDENTS

Jeffrey Krause 836-7200, ext. 8556

HIGH SCHOOL NURSE

Erin Lepsch 836-7200, ext. 8330

HIGH SCHOOL COUNSELORS

Nicholas Stapleton

(A-K) 836-7200, ext. 8443

Corinne Fahey

(L-Z) 836-7200, ext. 8302

COLLEGE & CAREER COUNSELOR

Erin Cogan 836-7200, ext. 8444

HIGH SCHOOL PSYCHOLOGIST

Savannah Lussier 836-7200, ext. 8450

STUDENT SERVICES

OFFICE 836-7200, ext. 8500

DIRECTOR OF SPECIAL EDUCATION

Felecia Hanesworth 836-7200, ext. 8515

HEALTH SUITE CLERICAL

Patricia Bess 836-7200, ext. 8512

FAX DIRECTORY

District Office 836-0675

Elementary School Office 836-3700

Middle School Office 836-7741

High School Office 836-5700

Health Suite 566-3619

PPS/Special Education Office 332-8397

Communications Systems

TELEPHONE - MAIN NUMBER 836-7200

The automated attendant answers all calls. If you know the extension number you may enter it. If not, follow the menu.

VOICE MAIL SYSTEM

To leave a voice mail for a teacher call the school at 836-7200 and at the main menu select 2. You will be asked to enter the teacher's voice mail box number followed by the # sign. This information is available from the staff directory on

the web page. You cannot call a classroom directly.

PARENT NOTIFICATION SYSTEM

The Parent Notification System is used to communicate to parents, guardians, or staff quickly via the telephone. This automated call system is used for weather-related announcements, school closings, schedule changes, and emergencies. It is also utilized for reminders of school-related activities.

E-MAIL

E-mail addresses use the first initial and last name. For example, John Smith would be jsmith@clevehill.org. This information is available from the staff directory on the web page.

WEBSITE

The District's website address is www.clevehill.org.

PARENT PORTAL

The Parent Portal is a web-based system that allows parents to stay up to date with student's grades, attendance, and other important information. You can access this information, day or night.

Access Parent Portal through the following web address:
<https://powerschool.clevehill.org/public/>

For questions on how to access the Parent Portal, please contact Ms. McIntosh at 836-7200, ext. 8440.

POSTMASTER:

REQUESTED IN-HOME DELIVERY
AUGUST 30 - SEPTEMBER 1, 2021

CLEVELAND HILL U.F.S.D.
105 Mapleview Road
Cheektowaga, NY 14225-1599
www.clevehill.org

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**2021-2022
SCHOOL
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AND
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Artist: Kamaron Bryant

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