

# 2016-17 School Calendar



### IMPORTANT NOTICES

#### Cafeteria Accounts/Prices

## Elementary Prices Breakfast = \$1.25 - Lunch = \$1.75 - Milk Only = \$.50 Free and Reduced Lunch Applications Available Upon Request

Elementary School parents can prepay for meals and snacks. To prepay enroll in the online mySchoolBucks payment system, or send cash or check (made out to Cortland Enlarged City School District), to the homeroom teacher for the number of lunches and/or breakfasts to be purchased. The money will be applied to the student's account. A note will be sent to parents when the account is low on funds. If parents request, accounts can be set up and used for meals only.

## JSHS Prices Breakfast = \$1.25 - Lunch = \$1.95 - Milk Only = \$.50 Free and Reduced Lunch Applications Available Upon Request

JSHS students can use their Student ID cards as debit cards in the cafeteria. Parents can enroll in the online payment system or send in the money they want to put on the account for meals and snacks; and, as the card is used, the costs of meals and snacks are deducted from the account. If parents want money used for meals only, we have the ability to set up accounts that utilize the funds for meals only at the parent's request. All parents have to do is have the student bring their Student ID with the check or cash to the cashier, and we can set up an account for that student. When funds get low, the cashier will let the student know so that additional money can be added to the account.

To establish an online payment system (www.mySchoolBucks.com) or for questions on cafeteria accounts please contact the School Lunch Office at 758-4182 or e-mail fzaryski@cortlandschools.org.

## The Family Educational Rights and Privacy Act (FERPA)

Under FERPA, 34 CFR  $\S$  99.7 parents and eligible students have the right:

- To inspect and review education records;
- To request amendment of education records;
- To provide written consent before the school discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent;
- To request information on who constitutes a school official and what constitutes a legitimate education interest if the agency or institution discloses or intends to disclose personally identifiable information to school officials without consent, and;
- To file a complaint with the Family Policy Compliance Office (FPCO) in the Department. (www.ed.gov/offices/OM/fpco.)

For information, contact the District Office.

### **Emergency Response Plan**

Pursuant to NYS Law, Cortland Enlarged City School District has developed response plans for emergencies which arise in/or impact our students and staff. Our four basic response actions are: school cancellation, early dismissal, evacuation, and sheltering within the facility. A drill concerning early dismissal will be held. You will receive notice at least one week prior to this drill so you can plan your children's early arrival home. In the event of an emergency, information will be scrolled on the district website <a href="www.cortlandschools.org">www.cortlandschools.org</a>. If you should have any comments, questions, or would like to review the plan, please call the Safety / Compliance Officer at 758-4100.

#### Title IX

The District shall not discriminate on the basis of age, sex, sexual orientation, race, color, creed, religion, national origin, political affiliation, marital status, military status, veteran status, disability, or under the Boy Scout Act in the educational programs or activities which it operates, or against any employee or applicant seeking a position of employment. The District will be in full compliance with all applicable rules and regulations pertaining to civil rights for students and employees.

### **District-Wide Code of Conduct**

In compliance with the NYS SAVE Legislation, the Dignity for all Students Act and the Commissioner's Regulations, the Cortland Enlarged City School District involved stockholders in developing and annually reviewing the Comprehensive Code of Conduct.

The intent of this document is to establish standards of conduct that will enable students, parents, visitors and staff to know what is acceptable behavior and how deviations from these standards will be addressed. These standards and procedures have been developed for system-wide use, and will be in effect during school and non-school hours and enforced the entire calendar year (twelve months).

Every student and staff member has the right to expect an atmosphere that is orderly, safe and conducive to the educational process. In order to assure an orderly environment in which each person may live and learn to his/her full capabilities in harmony with others, the school community, parents and community-at-large must share responsibility for helping students develop self-discipline. Educators know that although steps to stop unacceptable behavior are necessary, recognition for responsible student behavior does more to encourage positive traits than anything else. Staff in the Cortland Enlarged City School District are encouraged to practice appropriate classroom management techniques.

When self-discipline fails or self-control falters, disciplinary action will be imposed to protect the rights of others. Discipline must emphasize humanitarian principles and ideals such as justice and equality. It must recognize the inherent dignity and rights of every human being and must include self-direction and self-discipline. In the Cortland Enlarged City School District, as in the community-at-large, certain rules and procedures are established to guide students through constructive growth into mature adulthood. Students, parents, visitors, district staff and the Board of Education need to cooperate to interpret and enforce these rules.

To obtain a copy of the full text of the Code of Conduct, contact the Cortland Enlarged City School District at 758-4100 or visit our school website at <a href="https://www.cortlandschools.org">www.cortlandschools.org</a>.

### **Immunization Requirements**

Under Section 2164 of the NYS Public Health Law, all children entering and attending school must be immunized. The immunizations for all are as follows:

- Two doses of varicella vaccine (chickenpox).
- Four or five doses of diphtheria toxoid (usually given as DPT or DT).
- Three or four doses of polio vaccine.
- Two doses of MMR (measles-mumps-rubella).
- Three doses of HepatitisB (HepB).
- One dose of Tdap for children enrolling in 6th grade.
- Two doses of meningococcal vaccine for students 7th &12th grade The number of doses depends on the schedule recommended by the Advisory Committee for Immunization Practice, ACIP. Check with your physician or health department for further information.

Written proof of immunizations for the above diseases must be submitted to the school. Please bring a physician's or health department's signed record of immunizations received by your child at the time of registration. Parents are required to have the immunizations provided for their children prior to school attendance. Students will be excluded from school in September if the requirements are not met.

### **Tobacco Free School**

School Policy prohibits the use of tobacco products on school grounds, by anyone, at all times.

### **Homeless Student and Unaccompanied Youth**

Homeless students and their families have rights specifically granted to them under State and Federal law in order to assist in their education. For specific information, contact the Homeless Liaison at the District Office – 758-4100.

## **Pesticide Neighbor Notification Law**

The NYS Education Law, section 4090-H effective July 1, 2001, required that all public and nonpublic elementary and secondary schools provide written notification to all persons in parental relation, faculty, and staff regarding the potential use of pesticides periodically throughout the school year.

The Cortland Enlarged City School District is required to maintain a list of persons in parental relation, faculty and staff who wish to receive 48-hour prior written notification of certain pesticide applications.

If you would like to receive 48-hour prior notification of pesticide applications that are scheduled to occur in your school, please contact the school district at 758-4100. You must apply to be on the list to receive notification!

### Water Testing

A copy of the results of any (lead in water) testing shall be available in the administrative offices of the local education agency for inspection by the public, including teachers, other school personnel, and parents.

#### Asbestos Management Plan Available for Viewing

As provided under the Asbestos Hazard Emergency Response Act (40 CFR 763), the Cortland Enlarged City School District hereby makes known the steps it has undertaken to comply with AHERA and the availability of asbestos management plans:

- 1. Every three years a licensed professional engineering firm is hired to inspect all district owned facilities and to construct a management plan for each building. The management plans for each building are updated accordingly.
- 2. Periodic surveillance is conducted every six months by the Director of Facilities, Bob Martin.
- All custodial and maintenance staff have undergone a two-hour awareness training program.
- 4. All response actions taken are within federal and state guidelines.

Management plans may be viewed in the Business Office during the hours of 8:00 a.m. to 3:00 p.m. For more information, please contact Bob Martin, L.E.A. Designee, at 758-4100.

Sex offenders under the jurisdiction of the Cortland City Police who reside in the <u>City of Cortland</u>, NY, can be found by going to their link at: www.cortland.org/city/police/sexoffenders.htm

For updated information check
Cable Channel 17
or the District Calendar at
www.cortlandschools.org.

## **School District Administrators and Buildings Contact Information**

Central Office Administration, Kaufman Center, 1 Valley View Drive Phone: 758-4100 Superintendent

Michael J. Hoose

**Assistant Superintendent for Pupil and Personnel Services** 

Judi Riley

Assistant Superintendent for Curriculum & Instruction

Jeffrey Craig

**Director of Business Services** 

Kimberly Vile

**Director of Special Education** 

John Sheehan

**CSE/CPSE Chairperson** 

Kathy Reynolds

**Director of Facilities** 

Robert Martin

**Transportation Assistant** 

Betty Bentley, 758-4123

**Student Registration** 

758-4106/4100

Cortland Jr.-Sr. High School, 8 Valley View Drive

Jr.-Sr. High School Principals:

Joseph Mack, Secondary Education Coordinator

Kevin Cafararo, 7-8 Principal Kenneth Brafman, 9-10 Principal

John Zarcone, 11-12 Principal

**Athletic Director** 

Timothy Wagoner 758-4115

Guidance Career Center Junior High School
Guidance Career Center Senior High School
School Nurse Junior High School
School Nurse Senior High School
Phone: JH – 758-4118
Phone: JH – 758-4114
Phone: SH – 758-4114

Phone: 758-4110

**Elementary Schools:** 

F. S. Barry Elementary School, 20 Raymond Avenue Phone: 758-4150

Douglas Pasquerella, Principal School Nurse: 758-4154

Alton B. Parker Elementary, 89 Madison Street Phone: 758-4160

Joshua Bacigalupi, Principal School Nurse: 758-4164

Randall Elementary, 31 Randall Street Phone: 758-4170

Clifford Kostuk, Principal School Nurse: 758-4174

F. E. Smith Elementary, 33 Wheeler Avenue Phone: 758-4180

Angela Wanish, Principal School Nurse: 758-4184

Virgil Elementary, 1208 Church Street Phone: 758-4130

Lisa Kaup, Principal School Nurse: 758-4134

## **Board of Education**

Melissa Davis-Howard, President

22 Delaware Avenue, Cortland, NY 13045

Phone: 758-6141

Janet S. Griffin, Vice President

68 Madison Street, Cortland, NY 13045

Phone: 753-6480 **Christine A. Gregory** 

5 Parker Avenue, Cortland, NY 13045

Phone: 753-9209

Judith E. Murphy

2770 Old Dryden Road, Cortland, NY 13045

Phone: 423-9739 **John A. Natoli, Jr.** 

25 Cedar Street, Cortland, NY 13045

Phone: 753-8823 **Peter L. Rogoff** 

3271 Coventry Lane, Cortland, NY 13045

Phone: 299-4881 **Alane M. Van Donsel** 

2360 Page Green Road, Cortland, NY 13045

Phone: 835-6810

Board Member e-mail group: schoolboard@cortlandschools.org

## **Please Note**

Letters with bus schedules will be mailed the week before school begins. In addition, this information is posted on our website.

www.cortlandschools.org

## **Guiding Values**

Professionalism

RESPECT

NTEGRITY

DILIGENCE

EXCELLENCE & EQUITY



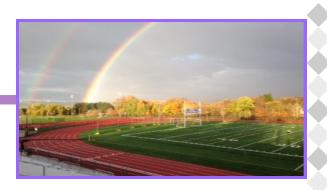
# September 2016



Sun	Mon	Tue	Wed	Thu	Fri	Sat
				New Student Orientation—JSHS Ice Cream Social-Barry	2 New Student Orientation - Parker	3
4	5 Labor Day No School	6	7 Ist Day of School for Students Junior High Open House	8	9 Virgil PTO Welcome Back BBQ	10 ACTS
Patriot Day  National Grandparents Day	2   Parker PTO	13 Board of Education 6:30 PM	4 Virgil PTO Athletic Boosters- JSHS	Open House/Meet the Teacher Night Gr. 2-6 - Smith Open House/Meet the Staff-Parker Gr.3-6 Randall PTO	16 Constitution Day Barry Summer Reading Ice Cream Social	17
18	19	20 Yom Kippur (sundown 9/22-23/2015)	2 I Barry PTA Scholastic Workshop	Meet the Staff-Barry Smith PTO Open House/Meet the Staff-Parker Gr. K-2	23 Homecoming	24 Homecoming Dance
25	26 Barry PTA	27 Parker Picture Day Board of Education 6:30 PM	28 Senior High Open House	29 Open House/Book Fair-Virgil Meet the Teacher Night—Randall	30	



# October 2016



Sun	Mon	Tue	Wed	Thu	Fri	Sat
					430,070 a	 SATs
2 Rosh Hashanah (sundown 10/2-4/2016)	3 Parker PTO	4 Picture Day–Barry	5 Picture Day for Grades 7-8-JSHS Physicals–Smith	6 Picture Day for Grades 9-11-JSHS Picture Day-Randall Smith PTO	7 Professional Development Day (no school for students)	8
9	Columbus Day No School	Yom Kippur (sundown 10/11-12/16 2016) Board of Education 6:30 PM	Picture Day-Smith Physicals-JSHS Athletic Boosters- JSHS Virgil PTO Financial Aid Night-JSHS	3 Picture Day-Virgil Randall PTO	4 ELA Night-Barry	15 PSATs
16 Paw Run-JSHS	17	18	9 Physicals—Barry	20 Pumpkin Painting- Randall PTO Pumpkin Palooza- Smith	21	22 ACTs
23 30	24 Barry PTA School Board Recognition week  Harvest Festivals-Elementary schools	25 Board of Education 6:30 PM	26 Physicals-JSHS	27 Picture Retakes-Randall	28	29



# November 2016



Sun	Mon	Tue	Wed	Thu	Fri	Sat
		I	2 Physicals—Randall Barry PTA Family Portrait Night	3 District Orchestras Concert - JSHS	4 NYSSMA Jr. High Area All-State-JSHS	5 NYSSMA Jr. High Area All-State–JSHS SATs
6 Daylight Saving Time Ends	7 Parker PTO	8 Picture Retakes-JSHS Family Bingo Night-Barry	9 Picture Retakes-JSHS Picture Retakes-Barry Physicals-JSHS Virgil PTO Athletic Boosters-JSHS	I O Picture Retakes-Parker Picture Retakes & Club Pictures-Virgil Randall PTO	Veterans Day No School	12
13	4 K-6   10-week report cards &   Parent Conferences   7-12   Parent Conferences   (no school for students K-12)	5 Barry Book Fair Board of Education 6:30 PM	6 Physicals=Virgil Barry Book Fair	17 Barry Book Fair Smith PTO Sr. High Musical—JSHS	18 Grades 7-12 10 –Week Report Cards Picture Retakes-Smith Virgil PTO Movie Night Sr. High Musical–JSHS	19 Sr. High Musical-JSHS
20	21	22	Thanksgiving Recess No School	Thanksgiving Recess No School	Thanksgiving Recess No School	26
27	28 Barry PTA	29	30 Physicals-JSHS			



# December 2016



Sun	Mon	Tue	Wed	Thu	Fri	Sat
	RI-T			NYSSMA Area All-State- Rochester Smith PTO Winter Concert - Parker	2 NYSSMA Area All-State -Rochester Barry Family Fun Night	3 NYSSMA Area All-State -Rochester SATs
4 NYSSMA Area All-State -Rochester	5 Parker PTO	6 Elementary Spelling Bee Junior High Choirs Winter Concert-JSHS	7 Physicals-JSHS Winter Concert–Randall	8 Winter Concert-Barry	9	10 ACTs
11	12	3 Board of Education 6:30 PM Winter Concert-Virgil	4 Winter Concert—Smith Physicals-Parker Virgil PTO Athletic Boosters– JSHS	5 District Bands Concert- JSHS	16	17
18	19 Barry PTA	20 Senior High and Elementary Select Choirs Winter Concert—JSHS	2   Physicals-JSHS	22	23 Holiday Parties— Elementary Schools	24 Chanukah (sundown 12/24/16- 1/17/17)
25 Christmas Day	26 Kwanzaa (12/26/16-1/1/17) Christmas Day Observed December Recess No School	December Recess No School	December Recess No School	29  December  Recess  No School	December Recess No School	31 New Year's Eve



# January 2017



Sun	Mon	Tue	Wed	Thu	Fri	Sat
New Year's Day	2 New Year's Day Observed	3 Classes Resume	4 Physicals-JSHS	5 Smith PTO	6	7
8	9 Parker PTO	IO Board of Education 6:30 PM	 Physicals—Virgil Virgil PTO Athletic Boosters–JSHS	I 2 Randall PTO	13 All County Choirs	4 All County Choirs
15	Dr. Martin Luther King, Jr. Day No School	17	18 Physicals-JSHS	19	20 Virgil PTO Sledding Night	21 SATs
22	23 Barry PTA	24 Regents Board of Education 6:30 PM	25 Regents Physicals-Smith	26 Regents	27 Regents Junior High Musical - JSHS	28 Junior High Musical - JSHS
29	Staff Work Day (no school for students)	31				



# February 2017

Enlarged	City	School	District
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Sun	Mon	Tue	Wed	Thu	Fri	Sat
2. Cancill		Camphell	   Physicals-JSHS	2 Smith PTO Family Book Fair	3 20-week Report Cards Barry PTA Founder's Day Dinner NYSSMA Sr. High Area All-State at Ithaca Col- lege	4 NYSSMA Sr. High Area All-State at Ithaca Col- lege
5	6 Club Pictures-Parker Parker PTO	7	8 Virgil PTO Athletic Boosters-JSHS Physicals-Barry	9 Smith PTO Randall PTO Elementary Orchestras Concert-JSHS	10	11
12	13	Valentine's  Day Valentine's Day Celebrations—Elementary Schools Board of Education 6:30 PM	5 Physicals-JSHS	16	7 Gr. 5 & 6 Ski Trip— Smith All-County Elementary Band & Sr. High Jazz Band (tentative)	18
19	President's Day Winter Recess No School	Winter Recess No School	Winter Recess No School	Winter Recess No School	Winter Recess No School	25
26	27 Barry PTA	28 Taxes 2 <sup>nd</sup> Installment Due  Board of Education 6:30 PM				2 TIN 100 On 22 AIS 100



# March 2017



Sun	Mon	Tue	Wed	Thu	Fri	Sat
			 6th Grade Orientation- JSHS Physicals-JSHS	2	3 Virgil Science Fair NYSBDA Music Symposium-Syracuse	4 NYSBDA Music Symposium–Syracuse
5 NYSBDA Music Symposium– Syracuse	6 Parker PTO	7	8 Virgil PTO Athletic Boosters- JSHS	9 Concert-Randall Smith PTO	10	Purim (sundown 3/11-3/12/17) SATs
12 Daylight Saving Time Begins	13 All-County Bands—JSHS	4 All-County Bands—JSHS Family Bingo Night- Barry Board of Education 6:30 PM	5 Physicals-JSHS	6 Randall PTO District Prism Concert— JSHS	Professional Development Day (no school for students	18
19	20	2   Concert-Barry	22 Physicals-Randall	23 Concert-Parker	24	25 NYSSMA Solo Festival- JSHS
26	27 NYS 3-8 ELA Barry PTA	28 NYS 3-8 ELA Board of Education 6:30 PM	29 NYS 3-8 ELA Physicals-JSHS	30 NYS 3-8 ELA Senior High Concert— JSHS	31 NYS 3-8 ELA	



# April 2017



Sun	Mon	Tue	Wed	Thu	Fri	Sat
						I
2	3 NYS 3-8 ELA <u>Make-Ups</u> Parker PTO	4 NYS 3-8 ELA <u>Make-Ups</u>	5 NYS 3-8 ELA <u>Make-Ups</u> Physicals-Parker	6 Intro to Kindergarten - Randall Art Show & Open House– Smith Math Night-Barry	7 Virgil PTO Bingo & Baskets Dental Presentations- Parker	8 ACTs
9 Smith PTO Family Bowling Day	O Pesach (sundown 4/10-18/2016) Dental Treatment Day-Parker	 Board of Education 6:30 PM	12 Physicals-JSHS Virgil PTO Athletic Boosters-JSHS	3 30-week Report Cards Randall PTO Smith PTO	4 Good Friday No School	15
16 Easter Sunday	Spring Recess No School	Spring Recess No School	Spring Recess No School	20 Spring Recess No School	2 I Spring Recess No School	22 Earth Day
23 30	24 Dental Treatment Day- Parker Barry PTA Board of Education 6:30 PM	25 Intro to Kindergarten – Barry	26 Physicals-JSHS	27 Rock & Jazz Concert & Tri-M Inductions-JSHS	28 Dental Treatment Day- Parker Family Fun Night-Barry	29



# May 2017



Enlarged City Scho	OI DISTRICT						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
	NYS 3-8 Math National Teacher Appreciation Week May 1—5, 2017  Parker PTO	2 NYS 3-8 Math  National Teacher Appreciation Day  Kindergarten Meet & Greet -Virgil	3 NYS 3-8 Math	4 NYS 3-8 Math Smith PTO	5 NYS 3-8 Math Senior Breakfast Group Picture Day-Randall Prom / All Night Party	6 National Nurses Day SATs National Nurses Week May 6-12, 2017	
7 Mother's Day	8 K Registration/Screening Barry Dental Treatment Day- Parker	9 K Registration/Screening Barry Spring Concert-Parker Board Meeting Public Budget Hearing & Meet the Candidates 6:30 PM	IO NYS 3-8 Math  Make-Ups Intro to K—Parker K Registration/Screening Barry Athletic Boosters-JSHS Virgil PTO Spring Concert-Randall Physicals-JSHS		I 2 K Registration/Screening Randall  Dental Treatment Day- Parker	13	
14	5 K Registration/Screening Parker K Regis./Screening- Virgil	16 Elem. Select & Jr. High Choirs-JSHS K Reg./Screening Parker Board of Education Election / Budget Vote Noon—9:00 PM Kaufman Center, Cortlandville Town Hall & Virgil Elementary (vote at your assigned polling place)	7 Class Pictures-Parker Spring Concert-Smith	8 K Registration/Screening Smith District Orchestras Spring Concert—JSHS	9 K Registration/Screening Smith	20	
21	22 Barry PTA	23	24 NYS Science Gr. 4 & 8 Senior High Choirs Concert-JSHS Physicals-JSHS	25 NYS Science Gr. 4 & 8 Spring Concert-Virgil Grades 9, 10, 11 Awards - JSHS	26 NYS Science Gr. 4 & 8 Grandparents Day-Virgil K Orientation—Parker, Randall & Smith Senior Banquet & Awards- JSHS	Ramadan (sunset 5/27-6/25/2017)	
28	Memorial Day No School	30 NYS Science Gr. 4 & 8	3   NYS Science Gr. 4 & 8 Make-Ups Art Night-Barry				



# June 2017



Sun		Mon	Tue	Wed	Thu	Fri	Sat
	(b)				NYS Science Gr. 4 & 8 Make-Ups District Bands Spring Concert-JSHS	2NYS Science Gr. 4 & 8 Make-Ups K Orientation-Barry Field Day & BBQ-Smith Smith PTO Ice Cream Social Kindergarten Celebra- tion-Parker Last Day to Check Out Library Materials	3 SATs
4		5 NYS Science Written Test (Grades 4 & 8) Parker PTO	6 Dairy Parade NYS Science written Gr. 4 & 8 Make-Ups Board of Education 6:30 PM	7 NYS Science written Gr. 4 & 8 Make-Ups	8 K Celebration-Barry Senior BBQ-JSHS	9 Library Materials Due Field Day-Virgil Barry PTA Carnival / Movie Night Senior Staff Work Day Trip Student Dismissal: Grades K-6 - 12:30 PM	IO ACTs
11		12	3 Field Day-Parker	I 4 Flag Day Regents Athletic Boosters-JSHS Physicals-JSHS	15 Regents Field Day-Barry 6th Grade Presentations- Parker K Celebration-Smith	16 Regents Donuts for Dads-Parker	17
	ther's Day	19 Regents	20 Regents K Celebration-Randall/ Virgil 6th Gr. Graduations- Randall/Virgil Board of Education 6:30 PM	2   Regents Field Day/BBQ-Randall 6th Grade Graduations- Barry/Parker Staff Library Items Due EOY Recognition Assembly-Smith 6thGr. Celebration-Smith	22 Regents Talent Show-Virgil	Rating Day for Staff  Commencement 7:00 PM SUNY Cortland PER Ice Arena	24
25		26	27 Board of Education 7 PM	28	29 7-12 40-Week Report Cards	30	



# July 2017



Sun	Mon	Tue	Wed	Thu	Fri	Sat
						<b>I</b>
2	3	4 Independence Day	5	6	7	8
9	10	H	12	13	14	15
16	17	18	19	20	21	22
23	30 24	31 25	26	27	28	29



# August 2017



Sun	Mon	Tue	Wed	Thu	Fri	Sat
*		I	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	3   School Taxes I <sup>st</sup> Install- ment Due		



## **District Mission Statement**

The Cortland Enlarged City School District values all community members as partners in creating a positive learning environment for all students. This environment prepares all students to reach their fullest potential in becoming life-long learners, and successful, contributing members of the society in which they live.



