

Richfield Springs Central School District

COMMUNITY NEWSLETTER

Back to School Edition

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School Begins on Tuesday

September 8

2020

Superintendent's Message



With the return to school right around the corner, we are filled with hope. We hope that you have enjoyed a wonderful summer and that you all had the opportunity to rest, relax, have fun and enjoy the outdoors. We are hopeful that you are all healthy, happy and ready for the school year ahead. We hope that we are all able to be together in the school building for the 2020-21 school year, learning and growing.

Please take advantage of all that Richfield Springs Central Schools has to offer. If you have not done so, please enroll in the Bassett School Based Health Center (SBHC). The SBHC is an amazing opportunity and resource for the families of the District. Our students may receive medical, dental and/or mental health services during the school day, and parents do not have to take time off from work for those appointments. This is even a greater opportunity in this time of the coronavirus. Also, if your family is eligible for free or reduced lunch, please put in the application. Our school district is just 3% away from qualifying free and reduced lunch for all students. Therefore, every single application makes a difference.

Our entire team of educators has spent the summer preparing for the return to school. They have taken advantage of a wealth of professional development offerings that will continue to improve the learning experiences of our students.

The hard work and dedication of our staff is outstanding and there is a tremendous amount of enthusiasm for the year ahead.

As you have seen, with our school being closed for the spring, the building project was able to be completed well ahead of schedule. We are excited to say that the project did come in under budget. Our maintenance team has completed a number of in-house projects as well. Most importantly, we continue to maintain a beautiful campus and no more leaks. At the time of this publication, we only have one new member added to our staff. Please join me in welcoming our new secondary math teacher, Kaitlyn Barlow to the Richfield Springs family. Kaitlyn joins us from Utica College and will be a wonderful addition to our faculty.

Enjoy the rest of the summer and we are looking forward to seeing everyone in person for the start of the school year.

Together in education,

A handwritten signature in black ink, which appears to read "Tom Piatti". The signature is fluid and cursive.

Tom Piatti
Superintendent of Schools

A Message from the Board of Education

With the year flying by and the country still focused on working through the issues of the pandemic, we trust you are enjoying a restful, fun and healthy summer! We look forward to welcoming back the faculty, students, staff, and parents when the 2020-2021 school year begins. While it will all look a little different, we are confident that the plans put in place by our administrative team, teachers and staff will provide for a safe environment for individuals entering the Richfield Springs building and grounds.

It has certainly been an extraordinary team effort to pull this plan together – and the Board cannot thank the RSCS team enough. We recognize that none of these plans will work without the support and care from our families that make up the District. We thank you all in advance for your help in following the guidelines already in place. As we have learned throughout this experience, from time to time, these guidelines will be adjusted. Please stay patient as we work through every challenge and we share updated information. As you know, our ultimate goal is to provide the richest educational experience for our students and protect them in the safest learning environment possible – we believe we are doing everything in our power to make that happen.

The maintenance team has done wonderful work in managing the need to prepare for the reopening as well as working around the construction related to the capital project. We thank them for always going way above and beyond for our school community. We're sure you have noticed the work being done on the building and grounds – this work will be completed before students are back in the building and well in advance of the expected deadlines – which is great news. Thank you to Mr. Piatti and the construction team for overseeing a successful project. We have new roofs that won't leak, upkeep on the building structure, removal of asbestos, upgrades to the cafeteria, lockers, classroom flooring, parking area and driveway as well as additional safety and security measures. Without the continued support from the community these upgrades and repairs could not happen.

The Board wishes to welcome Mr. Lee Supensky as our interim Secondary Principal for the 2020-2021 school year. Mr. Supensky brings a wealth of knowledge from an impressive career in education. We look forward to working and learning from him in his new role. We are confident that Mr. Supensky will continue the efforts to provide and create new and dynamic programs for our District. We also look forward to meeting and welcoming the newest staff members to the RSCS community. You have each been chosen to carry on a tradition of excellence in student learning. We are lucky to have you join the team!

Finally, I want to once again share a public service announcement as you begin to plan for the opening of school. Please consider filling out and turning in the paperwork related to the school lunch program and for use of the School Based Health Center. Each of these programs exists at RSCS to provide the best health to your child or children. If you schedule an appointment with the food service manager (Chris Abbruzzese – cabbruzzese@richfieldcsd.org) or the Health Center (844-255-7242) – they would be very pleased to help you by answering questions and filling out forms. Not every school district has these opportunities available, we hope you will consider taking advantage of them.

Continue to stay safe and enjoy the rest of your summer. We look forward to seeing you all in the District very soon.

Warmest Regard,

Scot Mondore

Homework Requests

When your child is out sick, please contact the guidance office by 9:00 a.m. for homework to be gathered. Understand that sometimes notes for all classes might not be available that same day. If a child misses class, notes that were on the board will have to be reproduced. That will take some time to do because of our copying policy. If your child is absent, we make every effort to have all homework collected. However, remind your child to ask the teacher what else needs to be done to make up all that's missed. Remember that being in school as much as possible is the best way to get it all.

What in the World does a School Nurse do?

Did you know that the school nurse is a healthcare professional? In order to be a nurse, a college degree, continuing education and a state license are required. Did you know that many people, including teachers, parents and principals, think that the school nurse just gives medications, provides first aid and does screenings? Yes, school nurses do these tasks, but they are part of a larger, unseen picture! How do you see the school nurse? What do you think the school nurse does all day?

The school nurse is an important asset for the school setting and the surround-

ing community. The school nurse's number one job is to be the on-site healthcare representative and ensure the school setting and community are healthy and safe. The school nurse is the front line advocate of the link between health and learning. If a community and student are healthy, then the learning process is most successful.

How are you involved with the school? How are you involved with your student attending school? What family routines can help with success in school? Who in your family is a potential student? Are there concerns with learning in the

classroom? Are there concerns at home preventing your student from attending school as per the attendance policy? Let us have a conversation, get involved and contact your school nurse, Kristi Effner, RN at 315- 858-0610 ext. 3 or keffner@richfieldcsd.org.

Please be on the lookout for notices sent home about important health and wellness community events, to help families be involved, and improve health and wellness as a community in the 202--2021 school year.

Medications in School

Did you know that attendance matters? NYS laws and policies mandate participation in school and certain attendance requirements. Are you aware that Richfield Springs Central School District is committed to preparing students for work and further education? Does your child have serious medical needs, asthma, headaches, seasonal allergies or menstru-

al cramps preventing them from coming to school or resulting in calls to go home early? If a student is not in school, he or she cannot learn and will not be prepared as a young adult. Let us help improve student attendance!

If your child needs a medication to be present in school, then we can help.

There is a requirement from NYS requires an order from the student's primary medical practitioners, for all medications, prescription or non-prescription, to be given during the school day. The school nurse can provide you with the form, or your healthcare provider may be able to print it out as well. Please stop by or call the school nurse!

Everybody Gets Sick Sometimes

Yes, the new school year can bring on sicknesses such as sore throats, stomach bugs, fevers and other yuck, but the school year can also bring about procrastination, peer conflict and undone assignments. These are not reasons to stay home or text a parent to leave early.

adults with a good work ethic. Let us work with families and students to face responsibility, peer pressures, and learn to resolve conflict in a healthy way. Let us work together to cultivate good habits and healthy ways to handle stress, so that students have accountability.

The school nurse is here to assess the

needs of students. If a student is actually sick, the school nurse needs to track illness to help prevent the spread and contain the source. If students are texting from the classroom and not seeing the school nurse, then the school nurse cannot maintain a healthy school. Please work together with the school nurse!

Please help us grow healthy, strong

Open Communication

Please fill out the Student Information form. If there is an emergency or an illness, we need to be able to get in touch with someone for the student. Throughout the school year things can change. Please remember that calling the school with any change in phone numbers, addresses or persons to be contacted for students is important!

Please also remember to contact the school nurse for any medications taken, even those not in school and any allergies. This information is very important during emergencies or when a student is sick

Immunizations Please....

It is that time again for 2020-2021 School Year Immunization requirements!

Do you know all the benefits and risks of immunizations? Do you know all available immunizations? Immunizations are a requirement for infants and students, and provide life saving protection for families and those that cannot be immunized due to age or serious medical condition. Are your family members and students up-to-date? Let's have a conversation and get to know your school nurse, Kristi Effner, RN. She is available by e-mail, phone, and in person. Please contact her at 315-858-0610 ext. 3 or keffner@richfieldcsd.org.

School-Based Health Center and All Required School/Sports Physicals:

Who agrees that parenting and working (aka "adulting") can be challenging? Did you know that students can have medical and dental needs met without parents taking a day off from work and driving long distances? Even if the students are out of school sick and need to see the pediatrician?

All pre-k through 12th grade students have the availability of a pediatrics office right here in the school! In addition, your student can also have access to dental services! The School Based Health Center has no charge for enrolling and the student's primary physician can stay the same. Please come in, meet the staff and allow us to sign your students up - making "adulting" a lot easier!

Dissection of Animals

Per Board Policy 8202 and Education Law Part 809, any student expressing a moral or religious objection to the performance or witnessing of the dissection of animals, either wholly or in part, shall be provided the opportunity to undertake and complete an alternative project that shall be approved by such student's teacher; provided, however, that such objection is substantiated in writing by the student's parent or legal guardian. Students who perform alternative projects who do not perform or witness the dissection of animals shall not be penalized. Parents or legal guardians may contact their child's teacher for further information.

District Meal Charge Policy

When outstanding student charges accrue to \$5.00 resulting from nonpayment for school meals, a letter will be forwarded by mail or email from the Cafeteria Manager notifying the parent/guardian of the insufficient account balance. Parents are encouraged to prepay on their child's account so students do not miss out on any other snack options and also to avoid exorbitant charges. For more information on the district's meal charge policy, please visit www.richfieldcsd.org and go to Our District, Board of Education, District Policies, Bd. Policy 5202.

Tips for Safe School Bus Riding

For a safe and enjoyable ride to and from school, please follow these rules

1. Leave home early enough to arrive at your bus stop on time.
 2. Wait for your bus in a safe place - well off the road way.
 3. Be alert to traffic and stay away from strangers.
 4. Enter your bus in an orderly manner and take your seat.
 5. Follow the instructions of your school bus driver.
 6. Remain in your seat while your bus is in motion.
 7. Keep your head and arms inside the bus at all times.
 8. Keep aisles clear at all times. Keep your things in a tote bag.
 9. Remain quiet and orderly.
 10. Be courteous to your school bus driver and fellow passengers.
 11. Be alert to traffic when leaving the bus.
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Bus Regulations Refresher

- Be sure your child is ready when the bus arrives, and is at the bus stop.
- Have your child use a backpack or tote bag to carry papers, books, etc., to and from school.
- **DO NOT ALLOW** large, bulky articles to be taken to school by the student.
- Don't let your child be distracted at bus arrival times. Restrain all pets and pre-school brothers and sisters.
- Please instruct your child when getting off the bus in the afternoon to go directly to the house.
- **A.M.**— If your children have to cross the road to get to their bus, instruct them to wait in your driveway (back 10 feet or so from the end) until the bus stops, flashing red lights are on and the bus driver signals your child to cross.
- Work with us to instruct your child to walk in front of the bus until they can see their bus driver's face (10 feet or more), **STOP**, wait for the bus driver's signal before starting to cross the road, show them how to look themselves as they cross, and not to run. If you want to meet your children in the afternoon when getting off the bus, please meet them where they depart from the bus.
- We ask that your child keep noise to a reasonable level so the bus driver can hear the hazards of the road, other vehicles' horns, sirens of emergency vehicles such as fire trucks and ambulances, and trains at railroad crossings.
- Emergency evacuation drills will be given at least three times per year.

With your cooperation we are sure to have another safe transportation year.

Student Safety

1. **Please** drop your children off on the North side of Main Street in front of the school.
 2. **Under no circumstances** should you pass a stopped school bus with its red lights are flashing, including at driveways.
 3. **DO NOT** use the parking lot to drop off your children from personal vehicles.
 4. **WALKING BETWEEN BUSES IS STRICTLY PROHIBITED.** You must walk **AROUND** bus line up.
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Crosswalk Safety

Please help us protect our children! Students who walk to school use the crosswalk that is provided to safely cross U.S. Route 20. The crosswalk is clearly marked and flashing lights are active during school hours. The crossing guard does his very best to stop traffic day and night in all kinds of weather, but we need cooperation from the community. Article 27 of the New York State Traffic Law requires motorists to yield to pedestrians in a crosswalk. We have asked the State Police to help us by strictly enforcing the 20 mph speed limit and the balance of the vehicle and traffic laws as they apply to the use of the crosswalk.



Electronic Surveillance

Richfield Springs uses video equipment to assist in building and transportation safety security. Cameras are placed at entrances and hallways both inside and outside of the building. There are also cameras on school-owned buses. The purpose of the cameras is primarily building security and safety, but students and parents must be informed that the video footage is sometimes scanned in situations where incidents involving students may have happened. If the camera footage indicates that a child has misbehaved in any way, administration will use those images to give consequences as necessary.

Asbestos Notification

Federal regulations require that schools be inspected for the presence of asbestos, a potentially toxic material that has been used in the construction industry for a number of years. The Richfield Springs Central School District buildings have been inspected for asbestos containing materials and the results of these inspections are contained in the Asbestos Management Plan. This plan has been approved by the state authority in charge of asbestos.

The Asbestos Management Plan includes the results of all the inspections conducted on all district buildings. It also contains the results of the material samples which were taken during the inspections and the records of any damage or removals.

The Asbestos Management Plan is available for review during regular working hours at the school office. A copy of the plan will be made, on request, for a nominal fee to cover the cost of copying and handling.

The Asbestos Management Plan shows, the amount of asbestos present in the district's buildings as well as the specific locations of the asbestos containing materials. For more information regarding the Asbestos Management Plan, please contact the Maintenance Department at 315.858.0610, extension 0159.



Pesticide Notification

The Richfield Springs Central School District is required to maintain a list of persons in parental relation, faculty, and staff who wish to receive a 48-hour prior written notice of certain pesticide applications. The following pesticide applications are not subject to prior notification requirements:

- Anti-microbial products
- Non-volatile rodenticides in tamper-resistant bait stations in areas inaccessible to children
- Non-volatile insecticidal baits in tamper-resistant bait stations in areas inaccessible to children
- Silica gel and other nonvolatile ready-to-use pastes, foams, or gels in areas inaccessible to children
- Boric acid and disodium octaborate tetrahydrate the application of EPA-designated biopesticides the application of EPA-designated exempt materials under 40 CFR §152.25
- The use of aerosol products with a directed spray in containers of 18 fluid ounces or less when used to protect individuals from an imminent threat from stinging and biting insects including venomous spiders, bees, wasps, and hornets

In addition, there will be no written notice of such application when a school remains unoccupied for a continuous 72 hours following an application. In the event of an emergency application necessary to protect against an imminent threat to human health, a good-faith effort will be made to supply written notification to those on the 48-hour prior notification list. If you would like to receive 48-hour prior notification of pesticide applications that are scheduled to occur in your school, please send a letter requesting such. Be sure to include your name, day and night time phone numbers, and your complete address. This information may be sent to the pesticide representative at P.O. Box 631, Richfield Springs, NY 13439. Please feel free to contact the Maintenance Department at 315.858.0610, ext. 0159, for further information on these requirements.

CAUTION
PESTICIDE
TREATMENT
IN USE

Public Notification

The Richfield Springs School District hereby advises students, parents, employees and the general public that it offers employment and educational opportunities, including vocational education opportunities, without regard to sex, race, color, national origin or handicap. Inquiries regarding this nondiscrimination policy may be directed to:

Title IX Coordinator

Thomas Piatti
Superintendent
Richfield Springs Central School
P.O. Box 631
Richfield Springs, NY 13439
315-858-0610, ext. 1101

Section 504 Coordinator

Linda Trimble, CSE Chairperson
Richfield Springs Central School
P.O. Box 631
Richfield Springs, NY 13439
315-858-0610, ext. 0136

School Taxes

You may pay your school taxes at NBT Bank in Richfield Springs during regular banking hours or by mail to:
P.O. Box 631, Richfield Springs, NY 13439.

Payments are no longer accepted at the school.

You may review your school tax status using the school's website: www.richfieldcsd.org, under "Our District", "Info-Tax Online."



Report Child Abuse

Child Abuse is Everyone's Problem

DO YOU SUSPECT CHILD ABUSE OR MALTREATMENT?

HAS SOMEONE HURT YOU? REPORT IT NOW!

**Report Child Abuse and Neglect by Phone:
1-800-342-3720**

**If Deaf or Hard of Hearing Report by TDD/TTY:
1-800-638-5163**

Or Video Relay System: 1-800-342-3720

**NYS Office of Children and Family Services
<http://ocfs.ny.gov/main/cps/>**

Pursuant to Education Law sections 101, 207, 409-I and Chapter 105 of the Laws of 2016, new subdivision (nn) is added to section 100.2 of the Regulations of the Commissioner of Education requiring every public school and charter school to post in English and in Spanish the toll-free telephone number operated by the New York State Office of Children and Family Services (OCFS) to receive reports of child abuse or neglect, and directions for accessing the OCFS website.

Parents of Home-Schooled Children

If you plan to home school your child, you must submit a letter of intent to Thomas Piatti, Superintendent of Schools.

You will then be mailed a packet containing an Individualized Home Instruction Plan (IHIP) and reports which must be sent to Herkimer BOCES each quarter.

**Please mail your letter of intent to:
P.O. Box 631, Richfield Springs, NY 13439**

Parent Notification Regarding Teacher Qualifications

In accordance with federal law, parents and guardians have the right to request specific information about the professional qualifications of their children's classroom teachers. As a parent/guardian of a student in the Richfield Springs Central School District, you have the right to request the following information:

- If the teacher has met New York State qualifications and licensing criteria for the grade levels and subject areas he or she teaches.
- Whether the teacher is teaching under emergency or other provisional status through which the state qualification or licensing criteria have been waived.
- The teacher's college major, whether the teacher has any advanced degrees and, if so, the subject of the degrees.
- If your child is provided services by any instructional aides or similar paraprofessionals provide services to your child and, if they do, their qualifications.

Requests for information about the qualifications of your child's teacher(s) can be directed to either principal at 315-858-0610, extension 6032. All requests will be honored in a timely manner. Thank you for your continued support and interest in your child's education.

Student Privacy

Dear Parent/Guardian:

The Board of Education recognizes that student privacy is an important concern of parents and the Board wishes to ensure that student privacy is protected pursuant to the Protection of Pupil Rights Amendment, as revised by federal law. To that end, the Board has adopted policies on student privacy.

Under the Protection of Pupil Rights Amendment, as revised by the No Child Left Behind Act, and the Richfield Springs Central School policies on student privacy, you have the right to opt your child out of the following activities:

- 1. The collection, disclosure and use of personal information gathered from students for the purpose of marketing or selling that information. This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to students, such as:**
 - a. college or other postsecondary education recruitment, or military recruitment |
 - b. book clubs, magazines and programs providing access to low-cost literary products
 - c. curriculum and instructional materials used in schools
 - d. tests and assessments used to provide cognitive, evaluative, diagnostic, clinical, aptitude or achievement information for students or to generate other statistically useful data for the purpose of securing such tests and assessments, and the subsequent analysis and public release of the aggregate data from such tests and assessments
 - e. student recognition programs
 - f. the sale by students of products or services to raise funds for school-related activities
- 2. The administration of any survey revealing information concerning one or more of the following:**
 - a. political affiliations or beliefs of the student or the student's parent
 - b. mental or psychological problems of the student or the student's family
 - c. sex behavior or attitudes
 - d. illegal, anti-social, self-incriminating or demeaning behavior
 - e. critical appraisals of other individuals with whom respondents have close family relationships
 - f. legally recognized privileged or analogous relationships, such as those of lawyers, physicians and ministers
 - g. religious practices, affiliations or beliefs of the student or the student's parent

h. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program)

- 3. The administration of any non-emergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school not necessary to protect the immediate health or safety of the student or other students and not otherwise permitted or required by state law. The term “invasive physical examination” means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injecting into the body, but does not include a hearing, vision or scoliosis screening. It does not apply to any physical examination or screening required or permitted under state law, including those permitted without parental notification.**

Please review this list.

If you have any questions about the district’s student privacy policies and your right to opt your child out of certain activities, please contact the principals at 315-858-0610, extension 2331.

Parent/Student Notification

This is to advise you of your rights with respect to student records pursuant to the Family Educational Rights and Privacy Act (FERPA). FERPA is a federal law designed to protect the privacy of student records. The law gives parents and students over 18 years of age (referred to in the law as “eligible students”) the following rights:

1. The right to inspect and review the student’s education records within 45 days of the day the district receives a request for access. Parents or eligible students should submit to the Principal a written request that identifies the records they wish to inspect. The Principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the district to amend a record that they believe is inaccurate or misleading by writing the Principal, clearly identifying the part of the record they want changed, and specifying why it is inaccurate or misleading.

If the district decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The Office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 600 Independence Avenue SW, Washington, DC 20202-4605.

NOTIFICATION OF DIRECTORY INFORMATION DESIGNATIONS

In addition to the rights outlined above, FERPA also gives the school district the option of designating certain categories of student information as “directory information.” Directory information includes a student’s name, address, telephone number, and date of birth. The military usually asks for this information. You may object to the release of any or all of this “directory information.” However, you must do so in writing within 10 business days of receiving this notice. If we do not receive a written objection, we will be authorized to release this information. For your convenience, you may note your objections to the release of directory information on the enclosed form and return it to the Principal.

Sincerely,
Mrs. René Wilson, PK-6 Principal
Mr. Lee Supensky, Secondary Principal

Please do not release directory information about my child, _____
Name(s) of Child(ren)

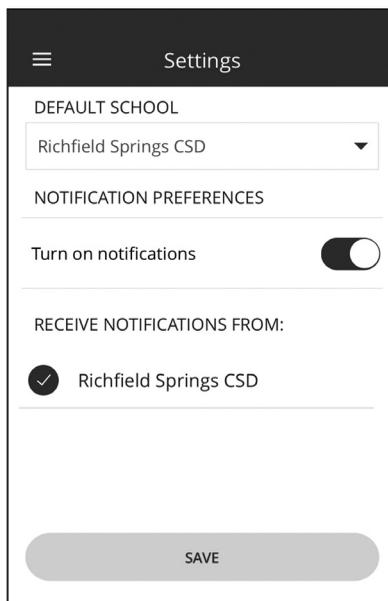
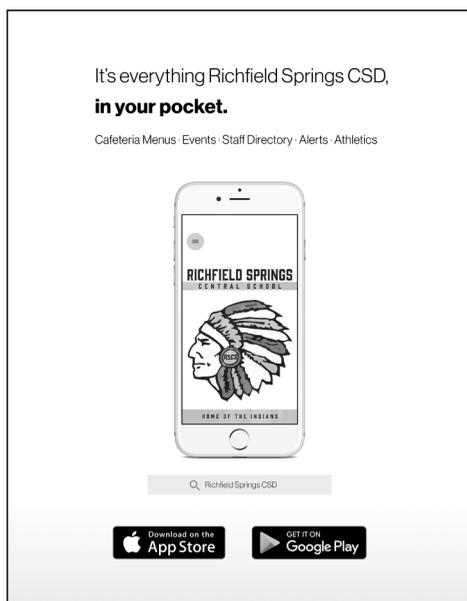
(Parent/Guardian or Eligible Student Signature)

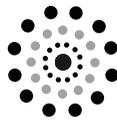
(Date)

New District Website

As of July 1, 2020, we have moved our district website to a new platform, Apptegy. Our new site will act as our single source for all district related news, updates and resources. Please download the app for your mobile device to stay up-to-date with everthing related to the Richfield Springs Central School.

Please make sure you set your default school and notfication settings to receive the latest information.





Oneida-Herkimer-Madison BOCES

P.O. Box 70 • 4747 Middle Settlement Road • New Hartford, NY 13413-0070
www.oneida-boces.org

Kate Dorr, R.D., M.B.A.

Director, School Food Services

T: 315.738.0848

F: 315.724.0077

kdorr@oneida-boces.org

June 22, 2020

Dear Parent/Guardian,

The 2020-21 school year is rapidly approaching for your child(ren), and while we are seeing many changes in what school looks like and means, we want to reassure you; school meal service will continue to be offered safely when students return to school.

School meals are prepared by well-trained professionals who take great care in providing nutritious, well-balanced meals, including whole grains, lean proteins, and lots of fresh fruits and vegetables. Additionally, school nutrition professionals have extensive food safety training, make accommodations for students with food allergies, and have the skills and knowledge to ensure a safe and healthy experience for all.

As plans for returning to school come into focus, we at OHM BOCES want to assure parents, students, teachers, administrators, policymakers and community members that our school nutrition professionals across our component school districts are well-equipped to incorporate additional health and safety procedures and to continue to provide high-quality service. We look forward to serving nutritious, safe, and delicious meals for all students next year.

Now, more than ever, it is important for your families to fill out the free/reduced meal application in this packet. Whether or not you think you qualify, you may benefit by completing this application.

Both free and reduced meals are provided at NO COST to you. This is an entitlement program meaning that anyone who qualifies receives the benefit — you are not taking any meals or benefits from another family. Higher participation in the meal program also benefits the OHM BOCES Food Service Program AND your school district.

IMPORTANT: Please remember that while your child may have received free/reduced price meals this past school year, **BE AWARE THAT YOU MUST REAPPLY ANNUALLY FOR THESE BENEFITS TO CONTINUE.**

Please take a few minutes to complete this application, and submit anytime after August 1 to: School Food Service Office, c/o Perry Jr. HS, 9499 Weston Rd. New Hartford, NY 13413. You can also turn it in to your school district's main office. You can find out the status of your application by calling the OHM BOCES School Food Service office at 315.738.0848, Monday through Friday between 9:00 a.m. and 2:00 p.m. Thank you.

Sincerely,

Kate Dorr, RDN, MBA

OHM BOCES School Food Service Director

2020-2021 Application for Free and Reduced Price School Meals/Milk

To apply for free and reduced price meals for your children, read the instructions on the back, complete **only one** form for your household, sign your name and **return it to the Richfield Springs Central School District**. Call 315-738-0848 If you need help. Additional names may be listed on a separate paper.

1. List all children in your household who attend school:

Student Name	School	Grade/Teacher	Foster Child	Homeless, Migrant, Runaway
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

2. SNAP/TANF/FDPIR Benefits:

If anyone in your household receives either SNAP, TANF or FDPIR benefits, list their name and CASE # here. **Skip to Part 4, and sign the application.**

IF ELIGIBLE, **MUST** PROVIDE CASE OR FOOD
STAMP **NUMBER**

Name: _____ CASE# _____

3. Report all income for ALL Household Members (Skip this step if you answered 'yes' to step 2)

All Household Members (including yourself and all children that have income).

List all Household members not listed in Step 1 (including yourself) **even if they do not receive income**. For each Household Member listed, if they do receive income, report total income for each source in whole dollars only. If they do not receive income from any other source, write '0'. If you enter '0' or leave any fields blank, you are certifying (promising) that there is no income to report.

Name of household member <i>LIST <u>EVERYONE</u> EMPLOYED OR NOT</i>	Earnings from work before deductions <i>Amount / How Often</i>	Child Support, Alimony <i>Amount / How Often</i>	Pensions, Retirement Payments <i>Amount / How Often</i>	Other Income, Social Security <i>Amount / How Often</i>	No Income
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>

Total Household Members (Children and Adults) Last Four Digits of Social Security Number: XXX-XX- _____

I do not have
a SS#

*When completing section 3, an adult household member must provide the last four digits of their Social Security Number (SS#), or mark the "I do not have a SS# box" before the application can be approved.

4. Signature: An adult household member must sign this application before it can be approved.

I certify (promise) that all of the information on this application is true and that all income is reported. I understand that the information is being given so the school will get federal funds; the school officials may verify the information and if I purposely give false information, I may be prosecuted under applicable State and federal laws, and my children may lose meal benefits.

Signature: _____ Date: _____

Email Address: _____ Home Phone: _____ Work Phone: _____

Home Address: _____

5. Ethnicity and Race are optional; responding to this section does not affect your child(ren)'s eligibility for free or reduced price meals.

Ethnicity: Hispanic or Latino Not Hispanic or Latino

Race (Check one or more): American Indian or Alaskan Native Asian Black or African American Native Hawaiian or Other Pacific Island
 White

DO NOT WRITE BELOW THIS LINE — FOR SCHOOL USE ONLY

Annual Income Conversion (Only convert when multiple income frequencies are reported on application)

Weekly X 52; Every Two Weeks (bi-weekly) X 26; Twice Per Month X 24; Monthly X 12

SNAP/TANF/Foster

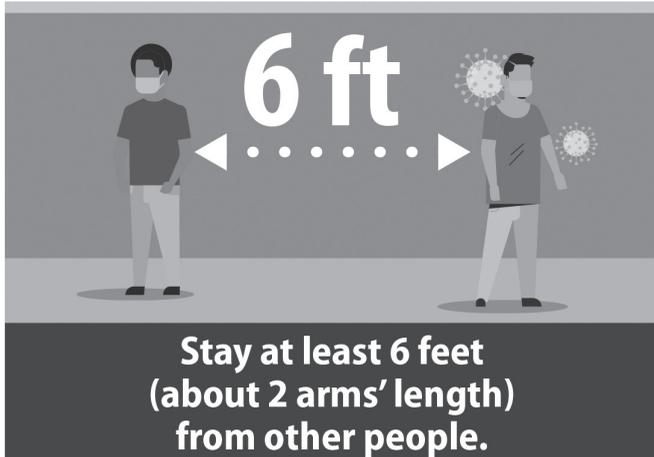
Income Household: Total Household Income/How Often: _____ Household Size: _____

Free Meals Reduced Price Meals Denied/Paid

Signature of Reviewing Official _____ Date Notice Sent: _____

Stop the Spread of Germs

Help prevent the spread of respiratory diseases like COVID-19.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Picture Gallery



**RSCS
INDIANS**





Congratulations to the class of 2020!

