



Lowville Academy and Central School

7668 North State Street, Lowville, New York 13367



Enter to Learn . . . Go Forth To Serve

Elementary School: 315-376-9005
High School: 315-376-9015

Web Page: www.lowvilleacademy.org

Middle School: 315:376-9010
Business Office: 315-376-9001

Dear Lowville Families:

I hope this newsletter finds everyone having a relaxing summer. Even though most of us haven't traveled or attended large gatherings, I do hope that all of our families were able to find the right activities to bring you all some happiness. Here, in the district, we have been very busy preparing for the upcoming school year. As we all know, the beginning of this school year is unlike any other. This year marks the 213th year of school for Lowville Academy and Central School. No doubt this school community has faced difficult times and challenges in its history, and I'm sure those times were faced with the same community support and student-centered heart as we are seeing now.

During the summer months, our Buildings and Grounds department has been hard at work making our building safe for the return of students. We have installed four new bottle filling stations to help eliminate the need for a typical drinking fountain, and worked to hang signs, stickers, and notices throughout the district on important COVID-19 reminders. We have 6 foot markers, directional arrows, and reminders for handwashing and for wearing a facemask. They completed all of this work, along with setting up classrooms with appropriate physical distancing requirements, while maintaining the buildings and grounds like any other year. This has been quite an accomplishment and we are all very appreciative of their hard work.

The District has been collaborating with state and local agencies and our medical community throughout the summer to plan for the upcoming school year. While we have been making decisions on systems and practices, we have also made changes to procedures that we expect our parents to follow for this upcoming school year. Students will be learning all of these new procedures on their first day of school.

First Day Information

Please refer to the elementary, middle and high school sections of this newsletter for specific information for each grade level.

Arrival

Doors will open at the district for all students at 8:15 am. Students will only be allowed into the door of the building they attend unless they ride the bus. We have

a well-maintained sidewalk that stretches from the Middle School entry to the front of the high school. If parents have children in more than one building, students are easily able to walk around the building to their entrance. These sidewalks will be supervised by our staff during the morning drop off period.

Upon arrival, all students will be screened for their temperature with a no-touch scanning device before entering the building. Please understand that although the device can read a temperature in under one second, this process may still take some time and students will likely be asked to stand in lines with 6 feet of separation. When students get through the screening process, they will report directly to their classroom.

Dismissal

The District will have a staggered dismissal process to begin the year. The following descriptions are for students who are walkers or being picked up.

- Students in grades K and 1 will depart at **2:50 from the Kindergarten wing** of the district. Parents can wait outside of that area for their child to be released.
- Students in grades 2-5 will depart at **2:55 pm from the main doors of the elementary.**
- Students who walk and are in grades 6-12 will be released from school at **3:00 pm from the main doors of the middle school and high school.**

Students who **ride the bus** will be called down by bus number beginning at **3:00 pm**. Elementary and BOCES students will exit the building at the Trinity Ave exit. High School students will exit through the door by the agriculture room and Middle School students will exit through the Middle School doors.

This process will be taught to students in the first days of school to be sure that students are distanced and able to navigate their way to their school bus when they hear the announcement.

There will be no personal vehicles allowed in the Trinity Avenue bus loop for drop off or pick up throughout the day.

Screening and Symptom Management

Any staff or student who displays symptoms of COVID-19 that cannot be otherwise explained will be placed in a designated isolation space. They will be evaluated and cared for by one of our school nursing staff members who will be outfitted in all of the designated and appropriate Personal Protective Equipment (PPE).

If symptoms are confirmed, the symptomatic individual will remain in the isolation room until they are picked up by a parent/guardian in the case of students, or a loved one or can leave on their own accord in the case of a staff member. The symptomatic individual will be asked to visit their pediatrician, physician, urgent care facility, or a local testing facility. Individuals who are symptomatic will not be allowed to return to the school until they reach clearance in accordance with the Department of Health guidance. At this time, the Department of Health requires the following for readmittance to school: the child/adult must be symptom-free for 14 days, have a release from a medical doctor, **and** a negative COVID test.

This very clearly highlights the importance of parents screening their children prior to coming to school. Even though the District will screen every child for a high temperature, it is important for parents to take an active role in partnering with us for the health and safety of our students.

Contact Tracing

The Lowville Academy and Central School District will coordinate closely with the local Department of Health as they facilitate the contact tracing process. Using our daily attendance and class-by-class attendance, our camera system, seating charts (bus and classroom), and our visitor logs (if visitors are permitted), we will work with the local Department of Health to provide them the information they need to conduct a proper and thorough contact tracing.

Communication Channels

- School Website (www.lowvilleacademy.org) includes a wealth of information. Here you will find our Return to School Plan, links for resources, Frequently Asked Questions document, and contact information.
<https://www.lowvilleacademy.org/o/lacs/browse/159052>
- Lowville Academy and Central School Facebook page
- Email - We are using email and push notifications as a primary source for correspondence. Please be sure that you have given updated information to your child's building office. Additionally, consider downloading our Lowville Academy app. By doing this, we can send out a message quickly right to

your cell phone. (Search for Lowville Academy in the App Store)

- Media outlets including:
www.linkinglewiscounty.com and
www.wwny.com

The District understands that there are great changes to our system as a result of COVID-19 and that information changes regularly. Thank you for your understanding and flexibility during these difficult times. We understand that many parents, students, staff, and community members have different perspectives regarding reopening. We do, though, all have one thing in common which is a safe and healthy learning environment for our students.

As we navigate the opening of school, I am always available for questions or concerns as are your building administrators.

Very Truly Yours,



Rebecca Dunckel-King
Superintendent of Schools

Welcome to New Staff

Ms. Olivia Brooker will be joining the elementary staff as a special education teacher and will be assisting this year as a 2nd grade teacher. Olivia is an alumnus of Lowville Academy. She is a May 2020 graduate of The College of St. Rose where she majored in education and earned her certifications in Students with Disabilities grades 1-6 and Childhood Education grades 1-6. Olivia has a personal passion for working with students with disabilities and it has been her long standing goal to be a special education teacher. While in college, Olivia was a volunteer for Reach Out St. Rose and STEM Night at Pine Hills School. She served as the treasurer then president of Best Buddies. Best Buddies is a program that builds friendships between students with disabilities and students without disabilities. She was also an activity leader for Friday Knights at the College of St. Rose. This group brings students with autism to the St. Rose Campus while their parents learn about autism.

Mr. Kyle Scordo joins the elementary school staff and will be teaching grade 4. He is a graduate of General Brown High School and holds an Associate Degree from Jefferson Community College in Sports Management. He then continued his education in Sports Management at SUNY Cortland, earning a

Bachelor of Science in Sports Management. Kyle recently completed the Masters of Science for Teaching at SUNY Potsdam in Childhood Education. Kyle continued his unforgettable student teaching at Sherman Elementary in Watertown throughout the COVID-19 closure. Kyle is interested in athletics and coaching. He managed the Watertown Wolves Hockey Team and has experience coaching Pop Warner Football.

Mr. Joseph Santarpia joins LACS as a middle school art teacher. He holds a B.S. in Visual Arts Education from the State University of New York at New Paltz and a Master of Fine Arts from Stony Brook University. Mr. Santarpia student taught at Oregon Middle School in Medford, New York and most recently served as a Professor of Foundations Drawing at Stony Brook University while completing his Master of Fine Arts coursework. He is a practicing artist and has displayed his personal work at various exhibits throughout the country. Joseph will be relocating to the Lowville area from his current residence in Farmingville, New York.

Mrs. Angela Peters is our newest teaching assistant Lowville Elementary School. Angela has a Master of Science Degree from SUNY Potsdam in literacy. Angela attended SUNY Brockport and holds a Bachelor of Science from SUNY Cortland. Prior to being hired full time at Lowville Elementary School, Angela was a substitute teacher in the area. She also served as the Board of Elections Deputy Commissioner.



Property Tax Relief Programs

The School Tax Relief (STAR) program provides eligible homeowners in New York State with relief on their property taxes. In order to qualify, the property must be your primary residence.

If you're a STAR recipient, you receive the benefit in one of two ways:

- the STAR **credit** program (open to any eligible homeowner whose income is \$500,000 or less) — you receive a check in the mail from the Tax Department to apply to your school taxes
- the STAR **exemption** program (now closed to new applicants) — you receive a direct reduction on your school tax bill in the form of a property tax exemption.

Enhanced STAR, which provides increased savings, is available to qualifying senior citizens ages 65 and older in both the credit and exemption programs.

Please Note: If you previously received the Basic STAR exemption and your income is between \$250,000 and \$500,000. You will now receive a check for the STAR credit instead of a reduction on your school tax bill, if eligible.

If your income is \$250,000 or less and you currently receive the STAR exemption, you can choose to register for the STAR credit to receive a check instead. You may receive a greater benefit if you make the switch.

Information regarding the STAR program may be found at <https://www.tax.ny.gov/pit/property>.

Did the STAR value change? Though the Basic and Enhanced STAR and the STAR Credit programs are still in place, their value changes each year based on a state formula. The school district has no control of this formula which fluctuates up and down each year.

* SCHOOL TAX RATES BY TOWN FOR 2020-21

Town	Per \$1000		Dollar Change from 2019-20 Rates
	2020-21 Tax Rate	EQ Rate	
Denmark	\$7.55	100%	\$.05
Greig	\$7.86	96%	-\$0.03
Harrisburg	\$7.55	100%	\$.05
Lowville	\$7.55	100%	\$.05
Martinsburg	\$8.16	92.5%	\$.66
Montague	\$7.78	97%	\$.28
New Bremen	\$7.55	100%	-\$0.18
Pinckney	\$9.09	83%	\$1.20
Turin	\$7.62	99%	\$.13
Watson	\$7.55	100%	\$.05
West Turin	\$8.20	92%	\$.47

- Individual town assessors determine property values using annual market sales.
- Equalization Rates are determined by NYS Office of Real Property.
- Seven of the towns are at 100% or real market value.
- STAR Credit requires an online or phone registration

* Final Equalization Rates

School Tax Payment Information

School tax bills will be mailed during the last week of August. The general tax collection period will be from September 1 through September 30, 2020. Bills paid on and after October 1 will have a two percent penalty added through November 2, 2020.

Taxes may be paid by mail to the District address: 7668 N. State Street, Lowville NY 13367 or may be placed in the Night Deposit at Community Bank NA, 7605 State Street at the Four Corners in Lowville NY. **There will be no in-person collection this year.**

Title I Parent Information Meeting

Parents of all elementary school students are invited to attend a virtual meeting to learn about the district's Title I program. Join us from the comfort of your home or other convenient location to learn what Title I is, how Title I money is used, how students get Title I help, and how parents can help their child be successful. The meeting will be held on **Tuesday, September 15 at 4:00 p.m.** The link for the meeting will be posted on the district's website that day. We invite you to join us for this informational session and appreciate you partnering with us to support student achievement.

If you have any questions about this program, please contact Marie Western at 315-376-9147 or mwestern@lowvilleacademy.org.

Dignity for All Students Act

The New York State Dignity for All Students Act (DASA) seeks to ensure that schools have the tools and resources to provide all students an educational environment in which they can thrive. A statewide task force developed guidelines, with each school district developing its program for implementation on July 1, 2012.

The Lowville Academy and Central School District has consistently focused on character education and promoting positive choices to assist students as they grow into happy and productive citizens. The district has adapted many of its existing anti-bullying and character education initiatives into the mandated DASA implementation plan.

The purpose is to ensure that all students attending Lowville Academy are in a safe and supportive environment free from discrimination, intimidation, taunting, harassment, and bullying -- whether in the classroom, on school property, on a school bus and/or at a school function.

DASA Coordinators for Lowville Academy Schools:

Brian Finn, High School Coordinator:
315-376-9015
Scott Exford, Middle School Coordinator:
315-376-9010
Philomena Goss, Elementary Coordinator:
315-376-9005

District Wellness Policy

Every school district is required to have a wellness policy. The Lowville Health & Wellness Committee recently completed a review of district policy to ensure we are in compliance with all state and federal regulations, as well as a triennial assessment of our progress toward the goals of the policy. The Wellness policy and the results of the triennial assessment can be accessed from the district website by clicking Menu > then below District, click on Forms and Publications > District Documents > Wellness Policy and/or Wellness Policy Triennial Assessment. Community members interested in serving on the district's Health & Wellness Committee may contact the District Wellness Coordinator, Marie Western, at 315-376-9000.

Permission to Survey Students

In January 2002, the Protection of Pupil Rights Amendment (PPRA) was amended by the Elementary and Secondary Education Act of 2001 (also known as the No Child Left Behind Act). The amendment added an additional category (religious practices, affiliations, or beliefs of the student or student's parents) to the existing categories that impact student surveys and made minor changes to the existing seven categories. If a survey contains one or more of the identified categories, schools and contractors must protect student privacy and give parents the right to inspect the survey. The eight categories are:

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

Parents or guardians have the right to inspect, upon request, a survey created by a third party before the survey is administered or distributed by the school to students.

Parents have the right to remove their child from participation in any survey containing one or more of the eight categories of information noted above.

Permission to Survey Form

If you do not want your child surveyed or would like to see the survey before it is given, please complete this form and return it to the student's appropriate building principal.

____ I do not want my child to take any survey given in school.

____ I want to see a copy of the survey prior to the survey being given in school.

Name of Student _____

Signature _____

Print Name _____

Relationship to Student _____

Please Note: This form **must be returned** to the building principal by **October 17** if they are not to take surveys or you want to review the survey prior to it being given.

Notification of Rights Under the Family Educational Rights and Privacy Act for Elementary and Secondary Schools

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

1. The right to inspect and review the student's education records within 45 days after the day the school receives a request for access.

Parents or eligible students who wish to inspect their child's or their education records should submit to the school principal a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student

believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the School to amend their child's or their education record should write the school principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and 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 provide written consent before the school discloses personally identifiable information (PII) from 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. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest must be set forth in the school's or school district's annual notification for FERPA rights. A school official typically includes a person employed by the school or school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve 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 typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

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, major field of study, grade level, participation in school activities or sports, weight and height if a member of an athletic team, honors, degrees and awards received, school email address, photograph and video.

You may object to the release of any or all of the "directory information." However, you must do so in writing by October 17. For your convenience, you may note your objections to the release of directory information on the form which is available on the Parent Resources section of the district website and return it to your child's Building Principal.

Homeless Students in the LACS District

Parents, students and community members are to be aware that all homeless students have the right and responsibility to attend school in the school district they live in or their school of origin. Being homeless should not interfere with their right and responsibility to an education. Homeless children must be provided transportation services, educational services and meals through school meal programs comparable to those offered to other children in the school they would attend. For more information, please contact the Homeless Liaison, Mrs. Western, at 315-376-9147 or mwestern@lowvilleacademy.org.

The Lowville Academy and Central School District hereby advises students, parents, employees, and the general public that it does not discriminate on the basis of race, color, weight, national origin, ethnic group, creed or religion, marital status, age, sexual orientation, gender (including gender identity and expression) and sex, or disability in any of its programs or activities. Inquiries regarding this non-discrimination policy may be directed to: Scott D. Exford, Compliance Coordinator and Mary E. Compo, Compliance Coordinator at 7668 N. State Street, Lowville, New York 13367, 315-376-9000.

Food Service Department

Dear LACS Families,

We hope this newsletter finds you and all your loved ones well. I realize that it is a break in tradition, but we are unable to provide you with a complete school menu for September. It has become a bit of a cliché but these are definitely unprecedented times. The school's

Reopening Plan was approved by the Governor on August 7 and the real work of making that plan become a reality was set in motion. Unlike a traditional calendar-style menu, this plan involves three separate menus.

- Virtual Pre-K will have an option to pick up meals. You will receive a one-time sign up for this option in the mail.
- Students in Kindergarten and 1st grade will be provided their meal (breakfast for morning students and lunch for afternoon students) and an option to take home their second meal. Morning students will take lunch home with them and afternoon students will take home tomorrow's breakfast. Meals will be delivered to the classroom.
- Students in grades 2-5 will be served breakfast and lunch in their classroom. These meals will consist of cold options such as cereal, breakfast bars, parfaits, sandwiches, wraps, salads and Lunchables. Meals will need to be preordered by Thursday for the following week. Menus will be available on the school website along with a Google form to submit your child's order. Due to the logistical challenges associated with delivering meals to classrooms, your careful attention to preordering meals will be greatly appreciated. Students in 5th grade will be able to order meals to take home for their virtual learning days.
- Students in grades 6-12 will be able to come through a modified serving line with hot and cold options on the days they are at school. There will be at least one hot option and I hope to have at least some of the snack bar favorites available such as pizza (for the high school students) and buffalo wraps. Middle and high school students may sign up to take meals home for their virtual learning days. You will receive information and paperwork to sign up in the mail.

Please be aware that the Emergency Feeding Program we were operating under in the spring ended on June 30, 2020. We will be operating under normal school lunch guidelines. Meals will be charged based on each student's Free / Reduced Price / Full Pay status and reminder calls and emails will resume. We encourage you to fill out an application for free and reduced meals, especially if your situation has changed as a result of the COVID19 crisis.

Thank you in advance for your cooperation with these plans. Our success will depend upon open lines of communication. Please be patient as we roll out these changes and keep in mind that this is a very fluid situation. There may also be unexpected changes along the way depending on the availability of products.

We look forward to seeing our students again and intend to do our best to provide them with healthy, appetizing

meals. We want to help make their adjustment to this new school experience as comfortable as possible.

Sincerely,
Rachel Hoffman, Interim Food Service Director and the
Entire LACS Food Service Staff

Free and Reduced-Priced Meals Available

Free and reduced priced meals are available for children whose families meet certain federal guidelines. Please read the information provided in the newsletter to see if you qualify for this program. If you meet the guidelines, you may fill out the application and return it to your child's school office. All information is confidential. Questions regarding the application process may be directed to Anne Petzoldt at (315) 376-9001.

If your child is eligible for free and reduced price meals, he/she may also be eligible for other benefits such as waivers for fees charged for the college application fees, PSAT, ACT, AP and SAT exams. In order to provide these benefits to you, it is necessary to have a consent form signed by a parent/guardian each school year. This form will be included with the notification letter regarding eligibility for free and reduced meals. The consent form must be completed and returned to your child's school office or mailed to: Anne Petzoldt, Lowville Central School, 7668 N. State Street, Lowville NY 13367.

My School Bucks

You may prepay for school meals online with our "MySchoolBucks" program. To set up an account, simply go to www.myschoolbucks.com and follow the simple instructions. Full paid reimbursable lunches are \$2.00, breakfasts are \$1.00 and reduced meals are \$.25

Message System

Automated calls will be made every Tuesday and Friday evening for students whose cafeteria balance is low or negative. A low balance call will occur for full pay students when their accounts are below \$5.00, reduced pay students when their accounts are below \$1.00, and free students (who buy juice or a la carte items) when their accounts are below \$2.00. All students with negative balances on account will receive an automated call.

Meal Charging

Students will be allowed to charge three lunches in the event their account balance is insufficient or they do not have money. After this, families are expected to pay off the charges and put money on their child's account. If your family is experiencing a financial hardship, please contact the District Office at (315) 376-9001 or send an email to apetzoldt@lowvilleacademy.org to discuss a feasible payment plan and/or apply for the free and reduced lunch program. We are here to help; please call or email anytime with questions or concerns.

Breakfast

Along with school lunches, the Lowville Academy cafeteria staff also makes breakfast available to all students. Breakfast includes a variety of items to choose from and is served every morning. If you qualify for free or reduced lunches, you also qualify for free or reduced breakfast. The cost of breakfast for full pay students is \$1.00.

Thank you for your support of the school meal program. If you have questions or concerns, please call Rachel Hoffman in the cafeteria office at 315-376-9004 at any time during the year ahead.

From The Health Office

Welcome to the 2020-21 School Year!

The LACS Health Office is located across the hall from the elementary cafeteria and is staffed by Mrs. Sylvia Beiler, RN and Mrs. Jackie Blunt, FNP. Please contact us at any time during the year if you have any questions, concerns, or updated information that you'd like to share about your child's health.

Health Office Contact Information:

Phone number: 315-376-9007; Fax: 315-376-9006
Email: sbeiler@lowvilleacademy.org (Mrs. Beiler)
or jblunt@lowvilleacademy.org (Mrs. Blunt)

Immunization Requirements for School Entrance and Attendance

A detailed explanation of the 2020-2021 immunization requirements can be found on the LACS Health Office website or the NYS Department of Health website: <https://www.health.ny.gov/publications/2370.pdf>

Please contact the LACS Health Office if you have any questions regarding your child's immunization status. Proof of immunization may be delivered, mailed, or faxed to the Health Office at any time during the year.

Lewis County Public Health is scheduling immunizations by appointment only at this time, in order to keep with social distancing. To make an appointment please call 315-376-5453.

LACS Health Office on the Web

You can access LACS Health Office information and forms on the LACS website. The address is: www.lowvilleacademy.org Go to DEPARTMENTS / HEALTH SERVICES

Medications

In order to maintain health and provide the best learning environment possible for all students, some medications may need to be administered during the school day. The school nurses are responsible for the administration of medications. **Note: unless there is a self-carry order in place, no student is allowed to carry any medication (prescribed or over-the-counter) on school**

property. NYS law has implemented certain procedures that must be followed before any medication can be given in the school setting. This includes all prescribed and over-the-counter medications, such as Tylenol and Advil. *Medication orders must be updated each school year; they do not carry over from one school year to the next.*

- 1) A written order from the prescribing physician is required. The order must state the student's name, medication name, dosage, time/frequency to be dispensed, possible side effects, and duration of the prescription.
- 2) A written statement from the parent/guardian requesting the administration of the medication in school as ordered by the physician.
- 3) The medication must be delivered to school in the original, properly labeled container. This is true for both prescription and over-the-counter medications.
- 4) **The medication is to be delivered to one of the school nurses by a responsible adult. Medication may not be sent to school with the student.**

A **Request for Administration of Medication** form is available from the LACS Health Office and also on the LACS website. Please ask your physician to complete and return this form to the LACS Health Office when you bring your child's medication. Your signature is also required on this form.

Food Allergy Information

We have found an increase in students who are being diagnosed with different food allergies that vary in severity. While many reactions can be mild, some students may experience serious, life-threatening reactions. Please clarify with your physician if an **Emergency Action Plan** is required for your child's food allergy. This form can be accessed on the school's website. All Emergency Action Plans should be updated on an annual basis, with an updated copy being provided to the LACS Health Office at the beginning of each school year. It is important that this information is shared with the Food Service department and appropriate school personnel (teachers, teacher aides/assistants, etc.) to reduce the risk of your child being exposed.

Encourage your child to be sensitive to other children who may have food allergies by following these precautions:

- 1) Wash hands before and after eating to reduce the chance of leaving food residue on door handles, stair railings, etc.
- 2) Do not share food with other children.
- 3) Keep their own food on their own tray.
- 4) Do not expose another child to possible allergens to "see what will happen."

If your child is bringing food to share with their class, please refrain from sending snacks with peanuts (especially peanut butter) or any nut products, or other foods that may cause allergic reactions.

Physicals

NYS requires a health examination for new entrants, students in Pre-K, Kindergarten, and grades 1, 3, 5, 7, 9, and 11, and annually for all students who play sports.

You are encouraged to have your family physician examine your child and forward a copy of your child's physical exam to the LACS Health Office. Your child's physician is more familiar with your child's health history and can conduct a more comprehensive examination than the school physicians. This form is available on the school's website and is due to the LACS Health Office the first week of October.

If you opt to have your child's physical exam conducted at school or if we haven't received a copy of your child's exam from your family physician, your child will be scheduled to be seen by the school doctors. Please contact the LACS Health Office if you have any questions regarding physicals. Due to the COVID-19 pandemic in school physicals will not be scheduled until 2021.

Dental Examinations Requested

NYS law requires that health screenings include an assessment of the student's dental health. Therefore, a Dental Certificate is also requested when your child goes for a dental exam. This form is available on the LACS website. Once completed, this form should be provided to the LACS Health Office so that your child's health record can be updated. Please contact the LACS Health Office if you have any questions.

Student Accident Insurance Available

We are pleased to announce that the District will continue Student Accident Insurance for the 2020-2021 school year. This coverage is for all school-sponsored, employee-supervised activities, including interscholastic athletics and field trips. This is secondary coverage that provides backup benefits for medical, dental, and hospital services. The policy pays after the claim has been processed by the student's private insurance company, where applicable. Parents are reimbursed directly or assignment of benefits is accepted.

Note: all student accidents must be reported to the school nurse as soon as possible. The appropriate claim form will be distributed by the Health Office upon request of a parent/guardian.

LACS Bus Transportation

Dear Parent/Guardian,

We are pleased to be transporting your child to and from school this year. We are very proud of the safety record of our school buses and the professionalism of our transportation team.

LACS school buses travel over 287,400 miles every year and we transport approximately 1,000 students each

day. Our commitment to safety is second to none. Our buses are inspected by a DOT inspector biannually. Our transportation staff is a highly trained group of professionals that includes 14 regular route drivers, 3 special needs drivers with 3 attendants, 2 mechanics, and 6 sub drivers and 4 sub attendants.

Due to this year's hybrid schedule, your child's pick-up and drop-off time may vary; please be patient. Students will be limited to 1 drop-off and pick-up location to ensure the most effective execution of the reduced load bus routes as well as to limit students and staff to exposure to multiple households.

New School Bus Mandatory Requirements

- Bus drivers and monitors will be required to wear a mask or face shield at all times. Monitors who come into physical contact with students will be required to wear gloves in addition to the mask/shield.
- Students will be required to wear a mask or face shield at all times while on the bus. They will also be required to sit in a designated seat to give as much social distancing as possible from other students. Masks will be available from the driver for students who may have forgotten them.
- Absolutely no eating or drinking will be allowed on the bus. The action of eating or drinking would require a mask to be removed or lowered. Masks or face shields must stay in place for the duration of the bus run.
- Students must remain in the socially distanced predetermined designated seat throughout the bus run until the driver releases them. This includes loading and unloading at school. Students from outside their own household must NOT make physical contact or infringe on the predetermined spacing of another student.
- Seating will be designed for one child per seat alternating from window to aisle down each side of the bus, providing the maximum distance between students possible. Siblings or students from a shared household (daycare providers) will be seated together per recommendations.
- Buses will load from back to front while picking students up and while loading at school. When being dismissed, upon arrival at school, they will unload front to back following the driver's instruction. The driver will ensure proper social distancing protocols are followed. While dropping students off, a front to back unload will not be possible. Students will be instructed to slide over next to the window as students depart down the aisle to ensure as much distance as possible to passing students.
- Windows will be left cracked open in weather above 45 degrees while transporting students.
- Drivers will clean and disinfect high traffic areas (such as stepwell handrail) in between runs as needed.

Disinfectant supplies will be provided at needed locations to perform this procedure.

- Buses returning to the Transportation Department at the conclusion of its last run will undergo a complete cleaning. In addition to normal DOT (Department of Transportation) cleaning requirements, each bus will be sanitized with an electrostatic disinfectant sprayer to ensure complete coverage. Th will be left on surfaces to air dry overnight per recommendations to ensure the best success for germ and virus control.

Please help us ensure your child's safety by following these simple but important procedures:

- Provide your child with a backpack or book bag. Loose papers or other items are dangerous as children get off the bus.
- Check your child's clothing for the presence of long drawstrings or other dangling items which should be removed from clothing as they could get snagged in the bus door as the child gets off the bus.
- Be sure your child arrives at the designated bus stop five minutes early each day. Children who are late for the bus may panic and chase it, or run into the road.
- Insist that your child wait for the bus safely in an orderly fashion, back from the roadway. Behavior problems at the bus stop can create hazardous conditions for children.
- When the bus arrives, your child should wait for the bus driver's signal before boarding. Children should board in single file.
- Teach your child to sit quietly on the ride to and from school. Behavior problems distract the bus driver and could result in an accident.

It is important that our drivers are able to concentrate on driving the route safely. If anything makes your child feel unsafe at the bus stop or on the bus ride, please contact us at the transportation department, rather than trying to discuss it at the bus stop.

To be eligible for transportation, the Board of Education Eligibility Policy requires you live the following distances from school:

- Grades K-3 more than ½ mile
- Grades 4-6 more than ¾ mile
- Grades 7-12 more than 1 mile

If you are eligible for transportation and are not presently assigned a route, please fill out a transportation request form which you may pick up and drop off at any of the school offices. Every student/family signed up for transportation should receive a postcard identifying their bus route, driver, morning pick up and afternoon drop off time. We try to adjust pickup and drop off times as close as possible but please allow a 10 minute window for pick up and drop off times. Please call 315-376-7212 if you have not received this information or have any questions regarding transportation.

We are deeply committed to the safety of your child as well as all of our community's children.

Thank you!

Amy L. Green
Transportation Supervisor



Annual Pesticide Notification

New York State Education Law Section 409-H requires all public and nonpublic elementary and secondary schools to provide written notification to all persons in parental relation, faculty, and staff regarding the potential use of pesticides periodically throughout the school year.

The Lowville Academy and Central 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.

The following pesticide applications **ARE NOT** subject to prior notification requirements:

- a school remains unoccupied for a continuous 72 hours following an application;
- anti-microbial products;
- nonvolatile rodenticides and insecticidal baits in tamper resistant bait stations in areas inaccessible to children;
- silica gels and other nonvolatile ready-to-use pastes, foams, or gels in areas inaccessible to children;
- boric acid and disodium octaboratetetrahydrate;
- the application of EPA designated biopesticides;
- the application of EPA designated exempt materials under 40CFR 52.25;
- 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 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 during the 2019-20 school year, please complete the form on this page and return it to Mr. Michael Hlad, Lowville Academy and Central School District pesticide representative, 7668 State Street, Lowville, NY 13367 or by fax to (315) 376-1933. Please feel free to contact Mr. Hlad at (315) 376-9130 for further information on these requirements.

Lowville Academy and Central School District Request for Pesticide Application Notification for 2020-21 School Year

Name: _____

Address: _____

Daytime Phone: _____

Evening Phone: _____

E-Mail Address: _____

Annual Asbestos Notification

The Asbestos Hazard Emergency Response Act (AHERA) requires the development of a plan to manage asbestos-containing building materials (ACBM) present in school buildings.

As required, ACBMs are reassessed every six months (June and December annually) and a re-inspection is conducted every three years.

The Asbestos Management Plan is available for inspection at the District Office during normal business hours (Monday-Friday, 8:00 a.m. – 4:30 p.m.) or by contacting Michael Hlad, Asbestos Designee at 315-376-9130.

ELEMENTARY SCHOOL NEWS

Dear Parents, Students, and Community Members:

I am anticipating an eventful year! We really met a challenge last year when the school building closed and we kept learning alive for students at home! We learned a great deal last spring and we have taken what we learned and devised an amazing plan for this year at Lowville Elementary School. The building came alive when teachers arrived and began preparing classrooms for our reopening.

We will have our youngest learners, our Pre-K students, participating in a virtual Pre-K program. Our Kindergarten and Grade 1 students have been scheduled for half day

sessions, but we are fortunate to be able to see them each day. Our Grade 2 through Grade 4 students will be in session all day, every day. We feel fortunate that we are able to schedule them for this program. Our Grade 5 students will be participating in a hybrid model where they will be learning in school two days and remotely three days a week. Raider Group attends Mondays and Tuesdays, Nation Group attends Thursdays and Fridays.

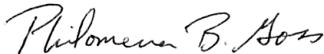
Parents were also asked to indicate if they preferred a complete remote program for their child. And we will have a learning schedule for all students if we were to go all virtual as we did last spring.

We have always valued our partnership in education with parents. We reflect daily on that partnership and know how fortunate we are to live and work in such a wonderful community where education is valued. That makes all of this work so important and worth doing.

We will be sure to follow all requirements and consider all guidelines for student and staff safety. My goal is to work with the students and staff to create a safe learning environment where students can continue learning and growing daily.

We are all in this together. We are all trying our best and look forward to a continued partnership with families. As always, please call with any questions or concerns.

Respectfully,



Philomena B. Goss
Elementary Principal

A Great Place To Be

Lowville Elementary has a focus on students. We want all students to know they belong...this year some will be in attendance and others will be members from home. Whether here or at home, we focus on the social and emotional well-being of students. We will welcome students with some new colorful banners in our halls this year. This is thanks to the hard work of our social-emotional learning committee led by one of our Kindergarten teachers, Mrs. Marcy Petzoldt.

Our banners have the following words that we will be living by throughout the year: Caring and Kindness, Cooperation, Friendship, Empathy, Respect, Mindfulness, Responsibility, Gratitude, Self-Control, and Optimism. Students who were in our elementary school last year will be familiar with these words because Mrs. Ortlieb and Mrs. Larsen presented lessons in classrooms describing what these words mean. These words have also been the themes of many special days in the elementary school and will continue to be this year. So please be looking for these signs that were made possible through the generous contributions of our Elementary PTO!

2020-2021 Elementary Office Hours

The elementary office hours are from 7:45 a.m. until 4:15 p.m. each day.

Every School Day Counts: But Health and Safety Come First

In a child's academic career, every day of school counts and consistent attendance is essential for student success. However, please keep your child home if they are showing signs of illness. A child with a fever must not attend school.

Secure Building

Lowville Elementary is committed to the security and safety of our students and staff. All entrance doors to the school will be secured after student drop-off in the morning and will remain locked. Please come to the elementary entrance and use the call button located to the left of the exterior door during school hours. No one can gain access to the building during school hours. The only exception will be in emergency situations or for scheduled appointments. If you need to meet with a teacher, please call ahead to schedule an appointment.

Drop Off and Pick Up Procedures

The safety and security of all of our students and staff is our highest priority. As a result, parents and care-givers are asked to remain outside of the building at drop off and pick up times. Parents/caregivers are requested to drop their children off at the elementary entrance. Students are not allowed in the building until 8:15. Students who are picked up by parents/caregivers at the end of the day should meet them outside the building at the entrance or a prearranged location, practicing social distancing.

No Bus Changes

Bus changes will not be allowed at LACS until further notice. Each student will be assigned only one pick up and drop off location.

HIGH SCHOOL NEWS

“A New Year, A New Beginning”

As you can expect, we have been working very hard in preparing for the return of your children, our students, to the high school . . . it's been too long since we last saw them walking the halls of Lowville Academy.

Before I share with you what our “new” beginning is, I need to welcome the 88 members of the Class of 2024. They will begin their four-year journey this September,

navigating their interests in pursuit of a career pathway beyond LACS. These next four years will go by very fast! I also want to welcome back our 102 sophomores, 100 juniors and, last but not least, the 85 members of the Class of 2021. This will be a new, a different, and more importantly, an exciting year for all of our students.

When your children return, they will be following a new schedule format from what they have been accustomed to. Instead of the 40-minute, 9-period schedule, they will be following a Block schedule.

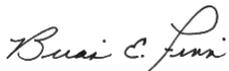
Under the Block schedule, students will have different classes on different days. Each class will be 85 minutes in length. From the teacher and student perspective, they will have a maximum of 3 to 4 classes each day per our 6-day cycle. Students needing Academic Intervention Services (AIS), Resource Room (RR), and/or the Student Learning Center services will still receive those services in our Block schedule. Nothing will be lost, and more time for academic studies will be gained.

The Block schedule complements the time needed for students to seek and receive additional instruction, clarification, and guided practice from their teachers. We believe the Block format will help students during the days when they participate in remote learning as well.

Please know that during the first couple of weeks, we will be teaching and re-teaching the dynamics of our Block schedule. I am confident students will find this type of schedule helpful for their time management skills.

In closing, I am optimistic all of our students, teachers and families of Lowville Academy are excited to return to the schoolhouse for the 2020-2021 school year.

Yours in Education,



Brian E. Finn
High School Principal

Mandatory Orientation For All Students Begins on September 8

The 2020-2021 year will begin with a mandatory Back to School Orientation for all students based on the schedule below:

Tuesday, September 8	Grade 9
Wednesday, September 9	Grade 10
Thursday, September 10	Grade 11 *
Friday, September 11	Grade 12 *

** BOCES students in grades 11 and 12 will begin their CTE program on these days.*

Each orientation is dedicated to the specific grade level and they will be the only grade attending school for in-person orientation at the high school level on each assigned day. Orientation will be a full day starting at 8:35 a.m. and ending at 3:10 p.m. For orientation, students will need to bring their charged Chromebook, one notebook, and a pen and pencil to write with. And, of course, an excitement for the start of the new year.

Students will follow a condensed schedule where they will meet with all of their teachers to review how the hybrid model will work for them during the school year. They will also receive training on the new protocols required to ensure a safe learning environment while at school and at home.

Monday, September 14 First Day of In-Person and Remote Instruction

On Monday, September 14, the high school students will begin following the district's hybrid schedule for in-person and remote instruction. The district's model has our 9th and 11th graders attending school for live in-person instruction on Monday, September 14 and Tuesday, September 15. Our 10th and 12th graders will be learning from home with remote instruction. It is important to know that students are expected to attend their on-line classes during the scheduled times which will follow the times published on the student's schedule.

On Wednesday, September 16, all students in the high school will be learning remotely, again following their schedule.

Thursday, September 17 and Friday, September 18 has our 10th and 12th graders attending school for live, in-person instruction while our 9th and 11th graders will attend their classes remotely. We will continue this weekly format while still learning during the COVID-19 pandemic. There may be the possibility of making adjustments during shortened weeks due to holidays and other unforeseen conflicts.

If you have any questions, please feel free to contact your child's Guidance Counselor at 315-376-9017.

Lunch Periods . . . An Update For All High School Students

During the development of the Lowville Academy district-wide Reopening Plan, we had to research the safest way to conduct our open campus lunch option provided to the students in grades 9-12. Many concerns

were raised about the increased risk of being exposed to COVID-19 for students leaving campus during their lunch periods.

Under the advisement and strong recommendation from Lewis County Public Health, Lewis County Health System, and the Lewis County Manager, the district will move to a closed campus for the 2020-2021 school year. While operating as a closed campus, all students in grades 9-12 will be required to stay on campus during their lunch period.

We will continue to monitor and seek guidance as more information is gained about the current COVID-19 pandemic and its impact on an open campus lunch schedule.

Foreign Exchange Students

Due to the COVID-19 pandemic, Lowville Academy is sad to say our school will not be hosting any exchange students for the 2020-2021 school year. It is hopeful that the school district will be able to support exchange students in the 2021-2022 school year as these students add to our school climate and culture.

Student Handbook Outlines “Code Of Conduct” Rules And Regulations

Please take the time to review the school’s “Code of Conduct” in the handbook mailed to you in late August. The disciplinary policy guidelines are detailed in the Senior High School Handbook. It is very important to read this handbook. Be aware of the information pertinent to your grade level. The most difficult, yet beneficial, discipline to achieve is self-discipline. In general, students require assistance in developing this important quality. For that reason, discipline is the responsibility of students, parents, teachers, and administrators.

As we begin a new school year, it is always appropriate to review some of the key disciplinary expectations. Knowing up front what the expectations are should help you to make appropriate choices as you attend Lowville Academy during the school year. Due to SAVE legislation, it is also required that we review the “Code of Conduct” expectations at the start of the year. The code was updated this August.

COVID-19 PANDEMIC REQUIREMENTS

In accordance with state and local guidelines pertaining to the public health response to the COVID-19 pandemic, appropriate face coverings are required for all students, faculty, staff and visitors and are to be worn at all times while on school property to include school

transportation. Students, faculty and staff will be granted “mask breaks” when appropriate by the supervising adult.

It is also expected that face coverings meet the Dress Code requirement.

All students, faculty, staff and visitors must maintain a minimum of 6 feet of social distancing in all areas of the school campus to include the classrooms, offices, hallways, stairwells, restrooms, common areas and outdoor facilities when possible.

This section shall be required starting with the 2020-2021 school year and remain in effect until restrictions are lifted by executive order from the Governor of New York State.

GENERAL SCHOOL-WIDE RULES

- Be respectful at all times - even when you have a difference of opinion.
- Comply with all requests from staff in a cooperative manner. Anger should never be used to express opinions towards staff members or other students.
- Avoid vulgar or abusive language while on school property or at school events. Be considerate of others in how you address them.
- Avoid physical confrontation or unsafe behavior of any type.
- Do not possess or use dangerous objects or products while at school or any school related activity - some examples are drugs, tobacco products, alcohol or weapons of any kind as defined in school policy.
- Be respectful of property belonging to others.
- Behave appropriately in all non-instructional areas (halls, cafeteria, lobby, locker room, etc.)
- Attend school regularly and make arrangements for making up work when absence is unavoidable for a legal reason.
- Dress for school in an acceptable, safe and healthy manner which is respectful of the learning environment.
- Express thoughts and feelings appropriately. Writing, speech, video, computers, art, etc., are all subject to high standards of accuracy, fairness and decency and should be of an appropriate nature.

The consequences for failing to comply with any of the above rules will vary depending on the severity of the problem. At all times, the administration reserves the right to remain flexible with respect to the disciplinary process as needed.

CELL PHONE - RESTRICTED USE POLICY

Students may possess a cell phone in school, but student use is restricted to non-instructional time outside the building or inside with teacher permission for

instructional purposes. In an emergency, a student can ask permission to use their phone in the Guidance Office. Otherwise, students should not have their phone visible. Also, students are encouraged to use their locked locker for storage of cell phones. Phones left in unlocked lockers are not the responsibility of the district.

Students who continually disregard warnings may be asked to turn over their phone to school personnel. When a student has their phone taken away by school personnel, it is understood that the phone will remain intact including its battery and SIM card. Students who do not cooperate risk increased disciplinary consequences/actions. The great majority of our students have cooperated with the policy, and respectfully understand the need for restrictions in a school setting.

Consequences are progressive when a student violates the district's cell phone policy during the school day:

- First occurrence – the phone is given to school administration and returned to the student at the end of the day. Parents are informed with a notice sent by mail.
- Second occurrence – the phone is given to school administration and a parent is required to pick up the phone.
- Subsequent violations may result in a detention and/or suspension with the removal of the privilege to possess his/her cell phone at school for a determined period of time.

A significant breach of the acceptable use policy or civil law can create a problem that is dealt with on a case-by-case basis.

There is a myth that "every phone is searched by school administration." The truth is that 99% of all phones taken during the school year do not need to be searched. However, the school has the authority to search a cell phone when we have a reasonable suspicion or reliable report that a student has used their phone in an illegal/inappropriate manner which could affect the safety and well-being of other students or the orderly operation of the school. In the event cell phone use leads to a serious concern, we will contact a parent directly.

STUDENT DRESS CODE REMINDER

You are to dress in a manner which is proper and appropriate for a school environment. Keep in mind, dress for the learning environment is more formal than the dress standards for out-of-school activities. The following guidelines need to be followed when getting yourself ready for the school day or when attending school sponsored activities.

The student dress code was developed in collaboration with teachers, administrators, and other community

members. It reflects our current community standards on proper decorum and deportment. The dress code is a required part of the district's Code of Conduct and is reviewed annually by our Shared Decision Making team and Board of Education. Our goal is for all students to dress in clothing that is in good taste, clean, and appropriate for the school setting.

1. The following are examples of inappropriate attire for school and are not permitted: halter tops, spaghetti strap tops, midriff/fishnet shirts, sheer/see-through tops, shirts/dresses with plunging necklines (front and/or back), tube tops, short shorts, short skirts/dresses (above mid-thigh length), pajamas/lounge pants.
2. Articles of clothing that leave the midriff or underclothing visible are prohibited. (Boxer shorts must be completely covered by pants or shorts).
3. No T-shirts, articles of clothing, or buttons which show or promote obscene, vulgar, or socially unacceptable messages are permitted.
4. Safe footwear shall be worn at all times. No wheeled shoes or slippers are allowed.
5. Students who wear articles of clothing that do not provide adequate coverage may be requested to change. Any requests for special dress for spirit day or other activities need to be submitted through coaches or advisors to an administrator in advance for consideration.
6. Students may not wear hats, bandanas, or head covering (hoods) in the building during the actual school day (8:00 a.m. - 3:30 p.m.) However, hats may be worn at school activities such as games, dances and informal social functions.
7. Sunglasses are not to be worn except for medical purposes.
8. Attire that is potentially dangerous is prohibited for safety reasons. (Wallet chains, studded or spiked wrist/arm/neck bands, etc.)

If a student's dress is determined to be inappropriate by administration, the student will be requested to change. Persistent violation of the rule will result in progressive discipline designed to address the situation.

There are special rules concerning clothing to be worn in technology, home economics, ceramics, art, physical education and certain science labs. Ask your teacher for more information on these rules. Keep in mind that expressing individuality does not provide excuse to affect the learning environment of others.

SUBSTANCES PROHIBITED AT ALL TIMES

A reminder about a serious breach of the student discipline code (required by law) is worth mentioning in detail. In particular, every student should be aware that illegal substances are never acceptable at school in any form. The following section needs to be read and remembered by every student. We also encourage you

to discuss this section with your parents and any staff members when you return to school.

A student in possession of illegal products (including any drug paraphernalia) at school will have them confiscated and will receive a major suspension. Also, possession of drugs or alcohol while on school grounds or at any student activity can result in legal action. Participation in a substance abuse program will also be recommended. Programs will be offered in conjunction with Mountain View Prevention Services and/or other local agencies. Association with others who are using alcohol and/or drugs can result in disciplinary problems - especially for student-athletes - please avoid this at all times. Consequences for dealing illegal substances are substantial on a school campus under the New York State Drug Free Schools concept. School districts have the authority to search students given reasonable suspicion. Failure to cooperate with district officials during a search will warrant disciplinary consequences as well (see more detail on this in the Student Handbook).

Search and Seizure:

The student's right to privacy is respected at Lowville Academy and Central School; however, where there is reasonable suspicion to believe that stolen items, illegal drugs, alcoholic beverages, or other items specifically prohibited by law or school regulations may be in the possession of a student, a student may be searched by the administration. School officials may require a student to reveal the contents of his/her book bag, handbag, briefcase and/or items carried on his/her person when there are reasonable grounds to believe that the student has items prohibited by law and/or school policy. When there is reasonable suspicion that a student has possession of illegal or stolen property, the student may be questioned and a search may be conducted by school officials. Schools have a unique mission that affords them authority to do this work and protect the health and safety of all. The intent of this policy is to make guns, knives and other dangerous items illegal. Students are prohibited from possessing guns, knives, chemical sprays, and any other harmful item while on school property and at school functions on or off campus.

In addition to the weapons ban covered in the section above, please be aware that at no time and under no circumstances will a violent threat toward any student, staff member, or school property be tolerated. All threats will be reported to the administration and law enforcement.

Students of the Quarter Named at the Howard G. Sackett Technical Center

Three Lowville Academy students were named "Student of the Quarter" in their respective vocational programs at the Howard G. Sackett Technical Center during the fourth quarter. This recognition is based on their outstanding performance and citizenship.

Alexis Dekin, daughter of Charles Dekin and Leah Widrick, enrolled in the Early Childhood Education I Program, **Alisha Hardy**, daughter of Scott Hardy and Jacklyn Noftsier, enrolled in the Cosmetology II Program, and **Collin Hulbert**, son of Jeffrey and Jennifer Hulbert, enrolled in the Automotive Technology I program

Emma Corbett and Alex Zubrzycki Selected For Elmira College Key Award

Emma Corbett, daughter of Dawn Bethell and Shawn Corbett, and **Alex Zubrzycki**, son of John and Vicki Zubrzycki, have both been selected to receive the prestigious Elmira College Key Award. The scholarship was initially offered in 1935 to outstanding high school juniors as an award of merit. Emma and Alex were selected based on their strong academic standing and demonstrated involvement in school and community activities. They have both been offered \$20,000 scholarships to carry over four years, should they decide to attend Elmira College.

Sydney VanNest Chosen as Wells Leadership Award Nominee

Sydney VanNest, daughter of Robert and Tracy VanNest, and a member of the Class of 2021, has been nominated for the Wells College 21st Century Leadership Award. This award recognizes young women in the Junior Class who demonstrate leadership qualities and have excelled academically. If chosen as a winner, Sydney will be eligible for a \$10,000 scholarship from Wells College. Wells College is a four-year private college.

Gregory Haggerty Chosen for the Rensselaer Polytechnic Institute Medal

Gregory Haggerty, son of Douglas and Jodi Haggerty, and a member of the Class of 2021, was chosen to receive the Rensselaer Polytechnic Institute Medal. Gregory was selected due to his academic achievement and academic interest. This scholarship is for \$25,000 per year should he choose to attend Rensselaer Polytechnic Institute. Rensselaer is located in Troy, New York.

Charlie Virkler and Anna Western Nominated for the Russell Sage College Student Sage Award

Charlie Virkler, daughter of Joseph Virkler and Carrie Virkler, and **Anna Western**, daughter of Brian and Marie Western, both members of the Class of 2021, have been nominated for the Russell Sage College Student Sage Award. Charlie and Anna were selected for this honor because of their academic and extracurricular record. Winners of this award are eligible for scholarships from \$14,000 to \$20,000 at the college. Russell Sage is a private, four-year college for women offering Liberal Arts and professional degrees.

Aidan Macaulay Nominated for the Le Moyne College Heights Award

Aidan Macaulay, son of Matthew and Shawn Macaulay, and a member of the Class of 2021, is Lowville Academy's nominee for the Le Moyne College Heights Award. This award is intended to help promote and recognize academic achievement, service, and leadership. Should Aidan attend Le Moyne College, he will be eligible for an annual \$12,500 scholarship over four years.

Gavin Macaulay and Aidan Wolf Selected for the Clarkson University Leadership & Achievement Awards

Gavin Macaulay, son of Matthew and Shawn Macaulay, and **Aidan Wolf**, son of Shannon and Christine Wolf, have been selected as Lowville Academy's Clarkson University Leadership Award Recipient and Clarkson University's Achievement Award Recipient, respectively. As recipients of these awards, both students will qualify for a tuition scholarship up to \$15,000 over four years should either of them choose to enroll at Clarkson University. Gavin and Aidan were both chosen for this honor based on their academic standing in their class, outstanding leadership qualities, academic interest, and positive contributions to school and community.

Erik Gronowski and Isabelle Lovenduski Selected for the RIT Computing Medal and Scholarship

Erik Gronowski, son of Erik and Cassandra Gronowski, and **Isabelle Lovenduski**, daughter of Chad and Jennifer Lovenduski, have been selected to receive the RIT Computing Medal and Scholarship. RIT established the Computing Medal and Scholarship Program to honor high school juniors who have distinguished themselves academically, and are active and involved members of

their school and community. Students selected to receive the RIT Computing Medal are eligible for a \$32,000 scholarship divided over four years to assist with tuition costs while in attendance at RIT.

Joseph Truax, Jr., and Kathryn Tuttle Selected for the RIT Innovation and Creativity Award

Joseph Truax, Jr., son of Joseph Truax and Tracy Truax, and **Kathryn Tuttle**, daughter of Mark and Tina Tuttle, have been selected to receive the RIT Innovation and Creativity Award. This award program recognizes high school juniors who have distinguished themselves academically and demonstrate outstanding achievement in innovation, creativity, or entrepreneurship. Students selected to receive the Innovation and Creativity Award are eligible for a \$32,000 scholarship divided over four years.

Class of 2021 Information College Update

Attention Seniors and Parents: Senior exit interviews will be scheduled for all seniors with Mrs. Schlieder or Mr. Monnat beginning mid-September through October. Parents are welcome to attend. Counselors will discuss requirements for graduation, including Regents Exams for English, Mathematics, Science, Global Studies, and American History. Students who do not complete all of the graduation requirements will not be eligible to graduate with the Class of 2021. If you have any questions, please be certain to contact the Counseling Office for an appointment.

Important Information Regarding Address Changes

Students who have changed their address and/or phone number since last year should be sure to contact the Counseling Office. This is very important since all mailing labels for report cards, progress reports, and class information are generated at the Counseling Office. With incorrect address and/or phone numbers, you are likely to miss out on important information. If you have not moved but notice that mail you receive has an incorrect address, please let the Counseling Office know as well.

Testing Information. . . Dates & Deadlines

As of our newsletter submission date, we are still able to offer standardized testing for our students in the fall. If we are not able to do so due to COVID

restrictions, we want to reassure all families that many colleges have waived standardized testing so as not to harm students in the college admissions process.

SAT & ACT - Seniors planning to take the American College Test (ACT) on Saturday, October 24 must register online on or before **Thursday, September 17**. Seniors planning to take the Scholastic Aptitude Test (SAT) on Saturday, November 7, should register online on or before **Wednesday, October 7**. Fee waivers for eligible families are available in the Counseling Office.

It is strongly recommended that every member of the Class of 2022 take several college entrance exams. These exams begin in the fall of 2020 with the PSAT in October and conclude with the SAT and ACT in May and June of 2021. The admission testing program is a critical ingredient in determining your academic strengths and weaknesses. It gives colleges an opportunity to assess

your capability and, along with your overall grade point average and extra-curricular record, it provides college admissions offices with a composite picture of your college potential.

PSAT – Many Juniors will take the PSAT on **Wednesday, October 14**. This exam includes critical reading, writing, and math problem-solving skills sections similar to the SAT Reasoning Test. This exam is also the first step in competing in the National Merit Scholarship Competition. Mr. Monnat and Mrs. Schlieder will be visiting classrooms at the end of the month to distribute information regarding the exam.

ASVAB - All Juniors and Seniors will have the opportunity to take the Armed Services Vocational Aptitude Battery on **Thursday, October 1**. Results can help in the decision making of college majors, military service, and work.

Upcoming Events

<u>DATE</u>	<u>EVENT</u>	<u>TIME</u>	<u>LOCATION</u>
September 17	ACT Registration Deadline		
October 1	ASVAB	1 st – 5 th Period	LGI
October 3	SAT Registration Deadline		
October 14	PSAT Test (11 th Grade)	1 st – 5 th Period	Auditorium
October 24	ACT Exam	7:45 a.m.	LGI
November 7	SAT Exam	7:45 a.m.	LGI

High School Code: 332-925 Test Center Codes: ACT: 181500 SAT: 33570

MIDDLE SCHOOL NEWS

Dear Parents, Students and Community Members:

Welcome Back for the 2020-2021 School Year!

I am thrilled that we will be welcoming our students back to school in a few short days. Although we will not be able to get all students back every day, getting them back for a couple days a week is a step in the right direction and will allow us to better deliver instruction and support.

While the beginning of the school year brings excitement and enthusiasm, it can also create anxiety and stress to come back from vacation to routines and academic expectations. This is especially true this year as our students have not been in attendance on school grounds since March 13. The first few days and weeks will definitely be an adjustment period. Students will be given time and support to adapt to being back in

school. Please know that we will do all that we can so that your child has a successful return to school.

Scheduling Update

After reviewing our classroom capacity, our number of certified teachers in each content area, and the needs of our families for transportation, it was clear that we couldn't get all of our students back in the building at once. We made the decision to divide each grade level in half and split them into a **Monday/Tuesday (Raider) group and a Thursday/Friday (Nation) group** to accommodate for this.

In an effort to limit traffic in the hallways and to better allow for social distancing, we will be incorporating a **block schedule**. This means that **classes will run every other day and will be 85 minutes long** (equivalent to two class periods).

To provide for the most effective instructional model, students will have a **schedule for when they are in person at school and a separate schedule for when they are at home attending school remotely**. We want students to have the full attention of their teachers so that when students are in school the teacher is not teaching to both students in the classroom and those

attending class remotely, and vice versa. We learned this past spring and during summer school that remote learning takes additional support and time to effectively manage the technology, behavior, and academic needs that surface. **You will receive a mailing with detailed information on our new schedule so that your child knows exactly what their schedule is each day.**

The district will be staggering the start of the school year by building, so our **middle school students will not begin in person until Thursday, September 10.** Our **remote instruction will still begin on Tuesday, September 8.**

The first week of school will look as follows:

Tuesday, September 8 - Students in both the **(Raider) group** and the **(Nation) group** will have **remote classes**

Wednesday, September 9 - Students in both the **(Raider) group** and the **(Nation) group** will have **remote classes**

Thursday, September 10 - Students in the **(Nation) group** will have **in person classes** and students in the **(Raider) group** will have **remote classes**

Friday, September 11 - Student in the **(Nation) group** will have **in person classes** and students in the **(Raider) group** will have **remote classes**

The week of Monday, September 14 will look more like a typical week with the **(Raider) group in school on Monday and Tuesday** and the **(Nation) group in school on Thursday and Friday.** The **(Raider) group is learning remotely on Wednesday, Thursday and Friday** and the **(Nation) group is learning remotely on Monday, Tuesday and Wednesday.**

We will be sharing more detailed information on your child's schedule so that you can better understand your child's schedule before the start of school.

Providing a Safe Environment

Throughout the summer we have been diligently working with our Reopening Task Force to plan for the safe return of our students and staff members. Following NYS Department of Health guidance along with updates from Governor Cuomo and the NYS Education Department, we feel confident in returning our middle school students to a hybrid schedule to start the 2020-2021 school year. Staff and students will be trained on preventative practices in regard to social distancing, recognizing signs and symptoms, respiratory hygiene, and the use of cleaning and

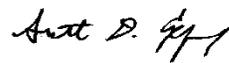
disinfecting products and face coverings. The health and safety of our students and staff have been at the forefront of our planning.

Parent Support

Middle school is a critical time in the academic and emotional development of our students. We strive to create partnerships with parents. I am looking forward to a very positive and productive year working together. As parents, please support your child at home and at school by reinforcing our academic, behavioral, and attendance expectations, and by providing a structured environment at home for your child to participate in classes remotely and complete their classwork. Parents, please take time before the school year begins to talk with your child about the upcoming transition and to set goals for a successful experience. Reflect with your child on past school experiences and develop a plan for future success so that you can help ensure a positive experience for your child this fall. It is imperative that you talk to your child about the health and safety expectations that will be in place to ensure for a safe and healthy learning environment at school.

Thank you for your partnership and support. I look forward to working with you this fall. Best wishes for a successful 2020-2021 school year!

Sincerely,



Scott D. Exford
Middle School Principal

From the Counselor's Desk...

Just like the winter winds and the pounding snowfall, the academic school year starts whether we feel ready for it or not! As with each year, we are all feeling excited and nervous about what the new school year will bring. This year has a few extra challenges.

The daily routine of school is as important as the actual learning that takes place. The traditional routine and structure has been disrupted and is not likely to look the same as it once did anytime soon. More than ever, it will be up to us as parents and caretakers to establish and maintain not only a daily routine, but also an encouraging outlook. A growth mindset (conceived by psychologist Carol Dweck and colleagues) is simply the "belief that our basic abilities can be developed and improved through dedication and hard work." This can also be true of our attitudes and outlook. Finding the positives in any circumstance may come naturally for some, but for others it takes practice.

The students that I have talked with throughout the summer aren't as concerned about the pandemic itself as they are about being able to see or interact with their classmates and friends, if they will be able to get help from their teachers in person, whether or not they will eat lunch in the cafeteria, or have a gym class. Although we may not be able to reassure them of any of these specific worries, we can absolutely assure them that we, parents and teachers, are going to keep doing whatever we can to keep them learning and growing. Their job is to show up each day, at school or remotely, with an "I'll give it my best try!" attitude. I know there will be days that feel more discouraging than others, but if we ALL practice finding a positive in each day they will be few and far between.

Welcome back students and families of Lowville Middle School. I look forward to working with you!

Please contact me any time (315) 376-9010 or btiffany@lowvilleacademy.org should you have anything you'd like to discuss.

~ Ms. Becky Tiffany~
Middle School Counselor

Student Handbook/Calendar

The 2020-2021 Middle School Student Handbooks will be given out to all students on the first day of school this year. **Handbooks will not be mailed home.** Parents will be asked to sign off that they have received a copy of the handbook. The handbook has a calendar format that will help students and parents keep track of important school dates and events, while still providing important information on academic and behavior expectations.



This year we will continue the theme **Act with Respect Always**. We hope that this simple idea can be reinforced and focused on in all aspects of our students' lives, both in and out of school. Please do your best to encourage respectful behavior and interactions so that all of our students can enjoy a positive and supportive learning environment at LACS. Our Middle School Statement of Beliefs illustrates our expectations and can be used as a guide for students to act with respect always:

MIDDLE SCHOOL STATEMENT OF BELIEFS

We believe that each person in our school deserves:

- A safe and secure environment.
- To be treated with respect by others.
- The opportunity to be the best that they can be.

Therefore, we are committed to supporting school-wide expectations and will:

- Show respect for all people and property.
- Demonstrate sincere effort and quality work.
- Direct only kind manners and courteous language toward others.
- Show responsible behavior in all instructional and non-instructional areas, including hallways, cafeterias, athletic fields, locker rooms, and on buses.
- Attend school faithfully and be on time for class.
- Never use, possess or be under the influence of drugs, alcohol, or tobacco products while involved in any school-related function.
- Be a positive team player in the classroom and at extracurricular events.

Acknowledgments for the 2019-2020 School Year

2019-2020 Quarter 4 Academic All-Stars

High Honor Roll

Grade 6: Marcus Chang, Grace Fouse, Makensie Freeman, Karli Gillette, Brayden Gillette, Katarina Gohlert, Jasmyn Hall, Corinne Haney, Mia Hanselman, Brooke Houppert, Avery Kilburn, Anthony LaPuma, Mya Lehman, Elaina Lehmann, Eli McCue, Ryan Meleshchuk, Carver Nortz, Myah Nortz, Jenna Pate, Olivia Patnode, Charles Pierce, Grace Rupert, Ariyanna Ryan, Veronica Ryan, Isaiah Spence, Jensen Staie, Natalie Stockman, Kaylie Virkler, Jonathan Ward, Joshua Weiler, Charlotte Wood

Grade 7: Kyleigh Bartlett, Isabella Bergen, Jack Beyer, Kaydynce Bodah, Landon Brennan, Rielly Brennan, Ava Burns, Wyatt Cornell, Carlee Davis, Lillian Exford, Michael Fayle, Henry Goss, Eli Gronowski, Tyler Gyore, Ethan Higby, Cody Kempney, Anna King, Lilly Lacey, Maya Laribee, Brenna Law, Cameron Lee, Katherine Macaulay, Nicholas Martin, Peyton Matuszczak, Thomas McCue, Saige McIntosh, Julia Morrow, Chase

Nakano, Tai Nortz, Charlee Pike, Dudley Rombough, Simeon Rush, Zoe Shinnick, Trey Smith, Lucas Suiter, Dominic Swiernik, Ariana Thomas, Brian Thomas, Abrianna Turck, Jenna Weiler

Grade 8: Kendyl Allen, Katelynn Baker, Stephanie Beyer, Eloise Blauvelt, Luke Brower, Dominick DeGuardia, Anna Dening, Denali Dietrich, Haydn Draper, Carli Freeman, Annabella LaPuma, Emilie Lehmann, Connor McCormick, Alyvia Millard, Caden Miller, Danika Moshier, Hannah Moshier, Jerika Myers, Taylor Newton, Mackenzie Paasch, Avery Pate, Sarah Peebles, Catherine Peer, Dylan Perkins, Jack Rowsam, Kally Runner, Taci Smith, Jakayla Spence, Breann Sullivan, Brook Ward, Keira Watson, Brooke Widrick, Rubi Zabelowicz

Honor Roll

Grade 6: Rioux Barney, Cody Kain, Raven LaBrie, Macey Larkins, Morgan Lawrence, Nolan Moshier, William Novitsky, Savanna Overton, Noah Virkler, Todd Virkler, Vanna Wagner, Ethan Zehr

Grade 7: Phoenix Brown, Aiden Capron, Jonathan Clover, Abby Drelick, Lis Dunckel, Elyzah Endy, Brent Fayle, Leona Gohlert, Amariah Green, Jada Hellinger, Quinn Hoppel, Alannah Ingersoll, Devin Mahoney, Harmony Maine, Skylar Manning, James McCollum, Adyson McFaul, Wyatt Phelps, Jevin Ray, Giovanni Reali, Michael Rombough, Delaney Rose, Jayden Smith, Lexi Snowden, Logan Yarina

Grade 8: Alexa Brouty, Alex Farney, Paige Feisthamel, Macy Fowler, Samantha Freeman, Andrew Hulbert, Ryder Jantzi, Landon Learned, Ayden Meleshchuk, Haylee Munger, Mikayla Nicol, Taylor Nortz, Garrett Phelps, Allison Rozanski, Collin Schrag, Luke Snyder, Benjamin Webert

Merit Roll

Grade 6: Case Allen, Ian Dunckel, Carter Fowler, Aubrey Gleason, Mackenzie Kirch, Madeline Meleshchuk, Chandler Pridell, Laura Snyder, Brent Swiernik, Robert Taylor, Aydin Waugh

Grade 7: Mason Cobb, Lydia DeGeorge, Lucas Hall, Averie Halladay, Emily Heins, Kiera Krop, Andrew Lyndaker, Deken Makuch, Haley Palmer, Mason Pickel, Shayla Rowsam, Marissa Seymour, Alyssa Stalker, Brenden Waterbury, Chloe Zehr

Grade 8: Kylee Burke, Sonia Delgado, Cody Haggerty, Elijah Hall, Sean Kelly, Kaylee Kloster,

Cara Lawrence, Espen Matuszczak, Keegan O'Brien, Braxton Peters

2019-2020 Perfect Attendance

Congratulations to the following students for achieving perfect attendance for the entire 2018-2019 school year.

Grade 6: Brendon Bowers, Brooke Houppert, Olivia Patnode, Laura Snyder, Brent Swiernik, Caden Tanner, Joshua Weiler, Charlotte Wood, Ethan Zehr

Grade 7: Alexis Allen, Kaydynce Bodah, Bailey Bowers, Ava Burns, Carlee Davis, Krisstopher DeVillers, John Elhadj, Lillian Exford, Amariah Green, Alannah Ingersoll, Cody Kempney, Anna King, Kiera Krop, Lilly Lacey, Andrew Lyndaker, Katherine Macaulay, Nicholas Martin, Chase Nakano, Tai Nortz, Haley Palmer, Kayla Rivers, Dudley Rombough, Michael Rombough, Shayla Rowsam, Brian Thomas

Grade 8: Katelynn Baker, Alexa Brouty, Dominick DeGuardia, Paige Feisthamel, Cara Lawrence, Alyvia Millard, Danika Moshier, Hunter Murphy, Sarah Peebles, Dylan Perkins, Collin Schrag, Kara Shaw, Taci Smith, Jakayla Spence

Middle School Supply Lists

All Middle School students will need the following general supplies for the school year:

- Earbuds for Chromebooks
- A supply of loose-leaf paper
- 3 ring pencil pouch
- 1 set of highlighters
- 3 hole punched folder for homework
- Pencils, pens with blue or black ink only
- Book covers (paper bags work great!)
- Suggested: Homework binder (1.5") to hold planner, homework folder, paper, pencil pouch, and planner
- Clothing appropriate for PE class; shorts/running pants, t-shirt, athletic sneakers, a towel and bathing suit (girls should have a one piece or must wear a t-shirt over the two-piece suit)

Please refer to the district website for grade-specific lists.

Free And Reduced Price Meals Available To All Who Qualify

Children need healthy meals to learn. **Lowville Central School District** offers healthy meals every school day. Breakfast costs **\$1.00**; lunch costs **\$2.00**. Your children may qualify for free meals or for reduced price meals. Beginning July 1, 2019, students in New York State that are approved for reduced price meals will receive breakfast and lunch meals and snacks served through the Afterschool Snack Program at no charge.

1. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD? No. Complete the application to apply for free or reduced price meals. *Use one Free and Reduced Price School Meals Application for all students in your household.* We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: **Anne Petzoldt, Lowville Central School, 7668 N. State Street, Lowville NY 13367 (315) 376-9001.**
2. WHO CAN GET FREE MEALS? All children in households receiving benefits from **SNAP, the Food Distribution Program on Indian Reservations** or **TANF**, can get free meals regardless of your income. Categorical eligibility for free meal benefits is extended to all children in a household when the application lists an Assistance Program's case number for any household member. Also, your children can get free meals if your household's gross income is within the free limits on the Federal Income Eligibility Guidelines. Households with children who are categorically eligible through an Other Source Categorically Eligible designation, as defined by law, may be eligible for free benefits and should contact the SFA for assistance in receiving benefits.
3. CAN FOSTER CHILDREN GET FREE MEALS? Yes, foster children that are under the legal responsibility of a foster care agency or court, are eligible for free meals. Any foster child in the household is eligible for free meals regardless of income. Foster children may also be included as a member of the foster family if the foster family chooses to also apply for benefits for other children. Including children in foster care as household members may help other children in the household qualify for benefits. If non-foster children in a foster family are not eligible for free or reduced price meal benefits, an eligible foster child will still receive free benefits.
4. CAN HOMELESS, RUNAWAY, AND MIGRANT CHILDREN GET FREE MEALS? Yes, children who meet the definition of homeless, runaway, or migrant qualify for free meals. If you haven't been told your children will get free meals, please call or e-mail **Lowville Central School, Marie Western** at mwestern@lowvilleacademy.org or **(315) 376-9147** to see if they qualify.
5. WHO CAN GET REDUCED PRICE MEALS? Your children may be approved as reduced price eligible if your household income is within the reduced-price limits on the Federal Eligibility Income Chart, shown on this letter. Beginning July 1, 2019, students in New York State that are approved for reduced price meals will receive breakfast and lunch meals and snacks served through the Afterschool Snack Program at no charge.
6. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE APPROVED FOR FREE MEALS? Please read the letter you got carefully and follow the instructions. Call the school at **(315) 376-9001** if you have questions.
7. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT ANOTHER ONE? Yes. Your child's application is only good for that school year and for up to the first 30 operating days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year.
8. I GET WIC. CAN MY CHILD(REN) GET FREE MEALS? Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out a FREE/REDUCED PRICE MEAL application.
9. WILL THE INFORMATION I GIVE BE CHECKED? Yes and we may also ask you to send written proof.
10. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.
11. WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION? You should talk to school officials. You also may ask for a hearing by calling or writing to: **Marie Western, Lowville Central School District, 7668 N. State Street, Lowville NY 13367 (315) 376-9147** or email to the following address: mwestern@lowvilleacademy.org.
12. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN? Yes. You or your child(ren) do not have to be U.S. citizens to qualify for free or reduced price meals.
13. WHO SHOULD I INCLUDE AS MEMBERS OF MY HOUSEHOLD? You must include all people living in your household, related or not (such as grandparents, other relatives, or friends) who share income and expenses. You must include yourself and all children living with you. If you live with other people who are economically independent (for example, people who you do not support, who do not share income with you or your children, and who pay a pro-rated share of expenses), do not include them.
14. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
15. WE ARE IN THE MILITARY. DO WE INCLUDE OUR HOUSING ALLOWANCE AS INCOME? If you get an off-base housing allowance, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.
16. MY SPOUSE IS DEPLOYED TO A COMBAT ZONE. IS HER COMBAT PAY COUNTED AS INCOME? No, if the combat pay is received in addition to her basic pay because of her deployment and it wasn't received before she was deployed, combat pay is not counted as income. Contact your school for more information.
17. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for **SNAP** or other assistance benefits, contact your local assistance office or call **1-800-342-3009**.

2020-2021 INCOME ELIGIBILITY GUIDELINES FOR FREE AND REDUCED PRICE MEALS OR FREE MILK - REDUCED PRICE ELIGIBILITY INCOME CHART

Total Family Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly
1	\$ 23,606	\$ 1,968	\$ 984	\$ 908	\$ 454
2	\$ 31,894	\$ 2,658	\$ 1,329	\$ 1,227	\$ 614
3	\$ 40,182	\$ 3,349	\$ 1,675	\$ 1,546	\$ 773
4	\$ 48,470	\$ 4,040	\$ 2,020	\$ 1,865	\$ 933
5	\$ 56,758	\$ 4,730	\$ 2,365	\$ 2,183	\$ 1,092
6	\$ 65,046	\$ 5,421	\$ 2,711	\$ 2,502	\$ 1,251
7	\$ 73,334	\$ 6,112	\$ 3,056	\$ 2,821	\$ 1,411
8	\$ 81,622	\$ 6,802	\$ 3,401	\$ 3,140	\$ 1,570
*Each Add'l person add	\$ 8,288	\$ 691	\$ 346	\$ 319	\$ 160

How to Apply: To get free or reduced price meals for your children carefully complete one application following the instructions for your household and return it to the designated office listed on the application. If you now receive SNAP, Temporary Assistance to Needy Families (TANF) for any children or participate in the Food Distribution Program on Indian Reservations (FDPIR), the application must include the children's names, the household SNAP, TANF or FDPIR case number and the signature of an adult household member. All children should be listed on the same application. If you do not list a SNAP, TANF or FDPIR case number for any household member, the application must include the names of everyone in the household, the amount of income each household member, and how often it is received and where it comes from. It must include the signature of an adult household member and the last four digits of that adult's social security number or check the box if the adult does not have a social security number. **An application for free and reduced price benefits cannot be approved unless complete eligibility information is submitted, as indicated on the application and in the instructions.** Contact your local Department of Social Services for your SNAP or TANF case number or complete the income portion of the application. No application is necessary if the household was notified by the SFA their children have been directly certified. If the household is not sure if their children have been directly certified, the household should contact the school.

Reporting Changes: The benefits that you are approved for at the time of application are effective for the entire school year and up to 30 operating days into the new school year (or until a new eligibility determination is made, whichever comes first). You no longer need to report changes for an increase in income or decrease in household size, or if you no longer receive SNAP.

Income Exclusions: The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care Development (Block Grant) Fund should not be considered as income for this program.

Reduced Price Eligible Students: Beginning July 1, 2019, students in New York State that are approved for reduced price meals will receive breakfast and lunch meals and snacks served through the Afterschool Snack Program at no charge.

In the operation of child feeding programs, no child will be discriminated against because of race, sex, color, national origin, age or disability

Meal Service to Children with Disabilities: Federal regulations require schools and institutions to serve meals at no extra charge to children with a disability which may restrict their diet. A student with a disability is defined in 7CFR Part 15b.3 of Federal regulations, as one who has a physical or mental impairment which substantially limits one or more major life activities of such individual, a record of such an impairment or being regarded as having such an impairment. Major life activities include but are not limited to: functions such as caring for one's self, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working. You must request meal modifications from the school and provide the school with medical statement from a State licensed healthcare professional. If you believe your child needs substitutions because of a disability, please get in touch with us for further information, as there is specific information that the medical statement must contain.

Confidentiality: The United States Department of Agriculture has approved the release of students names and eligibility status, without parent/guardian consent, to persons directly connected with the administration or enforcement of federal education programs such as Title I and the National Assessment of Educational Progress (NAEP), which are United States Department of Education programs used to determine areas such as the allocation of funds to schools, to evaluate socioeconomic status of the school's attendance area, and to assess educational progress. Information may also be released to State health or State education programs administered by the State agency or local education agency, provided the State or local education agency administers the program, and federal State or local nutrition programs similar to the National School Lunch Program. Additionally, all information contained in the free and reduced price application may be released to persons directly connected with the administration or enforcement of programs authorized under the National School Lunch Act (NSLA) or Child Nutrition Act (CNA); including the National School Lunch and School Breakfast Programs, the Special Milk Program, the Child and Adult Care Food Program, Summer Food Service Program and the Special Supplemental Nutrition Program for Women Infants and Children (WIC); the Comptroller General of the United States for audit purposes, and federal, State or local law enforcement officials investigating alleged violation of the programs under the NSLA or CNA.

Reapplication: You may apply for benefits any time during the school year. Also, if you are not eligible now, but during the school year become unemployed, have a decrease in household income, or an increase in family size you may request and complete an application at that time.

The disclosure of eligibility information not specifically authorized by the NSLA requires a written consent statement from the parent/guardian. We will let you know when your application is approved or denied.

Sincerely,

Rebecca Dunckel-King
Superintendent of Schools

Nondiscrimination Statement: This explains what to do if you believe you have been treated unfairly.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](http://www.ascr.usda.gov/complaint_filing_cust.html), (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

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 address listed below**. Call Anne Petzoldt at **(315) 376-9001** if you need help. Additional names may be listed on a separate paper.

Return Completed Application to: Anne Petzoldt, Lowville Central School, 7668 N. State Street, Lowville NY 13367

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.**

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 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	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 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 (street, City, State, Zip) _____

5. Ethnicity and Race are optional; responding to this section does not affect your children'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

Lowville Academy and Central School
7668 North State Street
Lowville, NY 13367

Non-Profit Organization
US Postage Paid
Lowville, NY 13367
Permit No. 82

CURRENT OCCUPANT

School Newsletter
September 2020

APPLICATION INSTRUCTIONS

To apply for free and reduced price meals, complete only one application for your household using the instructions below. Sign the application and return the application to **Anne Petzoldt, Lowville Central School, 7668 N. State Street, Lowville NY 13367**

If you have a foster child in your household, you may include them on your application. A separate application is not needed. Call the school if you need help: (315) 376-9001. Ensure that all information is provided. Failure to do so may result in denial of benefits for your child or unnecessary delay in approving your application.

PART 1 ALL HOUSEHOLDS MUST COMPLETE STUDENT INFORMATION. DO NOT FILL OUT MORE THAN ONE APPLICATION FOR YOUR HOUSEHOLD.

- (1) Print the names of the children, including foster children, for whom you are applying on one application.
- (2) List their grade and school.
- (3) Check the box to indicate a foster child living in your household, or if you believe any child meets the description for homeless, migrant, runaway (a school staff will confirm this eligibility).

PART 2 HOUSEHOLDS GETTING SNAP, TANF OR FDPIR SHOULD COMPLETE PART 2 AND SIGN PART 4.

- (1) List a current SNAP, TANF or FDPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household. The case number is provided on your benefit letter.
- (2) An adult household member must sign the application in PART 4. SKIP PART 3. Do not list names of household members or income if you list a SNAP case number, TANF or FDPIR number.

PART 3 ALL OTHER HOUSEHOLDS MUST COMPLETE THESE PARTS AND ALL OF PART 4.

- (1) Write the names of everyone in your household, whether or not they get income. Include yourself, the children you are applying for, all other children, your spouse, grandparents, and other related and unrelated people in your household. Use another piece of paper if you need more space.
- (2) Write the amount of current income each household member receives, before taxes or anything else is taken out, and indicate where it came from, such as earnings, welfare, pensions and other income. If the current income was more or less than usual, write that person's usual income. **Specify how often this income amount is received: weekly, every other week (bi-weekly), 2 x per month, monthly. If no income, check the box.** The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care and Development Block Grant, TANF and At Risk Child Care Programs should **not** be considered as income for this program.
- (3) Enter the total number of household members in the box provided. This number should include all adults and children in the household and should reflect the members listed in PART 1 and PART 3.
- (4) The application must include the last four digits only of the social security number of the adult who signs **PART 4** if Part 3 is completed. If the adult does not have a social security number, check the box. **If you listed a SNAP, TANF or FDPIR number, a social security number is not needed.**
- (5) An adult household member must sign the application in PART 4.

OTHER BENEFITS: Your child may be eligible for benefits such as Medicaid or Children's Health Insurance Program (CHIP). To determine if your child is eligible, program officials need information from your free and reduced price meal application. Your written consent is required before any information may be released. Please refer to the attached parent Disclosure Letter and Consent Statement for information about other benefits.

USE OF INFORMATION STATEMENT

Use of Information Statement: The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not submit all needed information, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the primary wage earner or other adult household member who signs the application. The social security number is not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDPIR identifier for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs. We may share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.

DISCRIMINATION COMPLAINTS

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](http://www.ascr.usda.gov/complaint_filing_cust.html), (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) **Mail:** U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410;
- (2) **Fax:** (202) 690-7442; or (3) **Email:** program.intake@usda.gov.

This institution is an equal opportunity provider.