

# LCS News



Volume 51

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September 2022

## MESSAGE FROM SUPERINTENDENT CAMPBELL

Dear Letchworth Families,

As I begin the sixth year of serving the Letchworth community and school; it is with great hope and enthusiasm as I look forward to this new year. We have weathered two years of upheaval in our learning as we dealt with the pandemic. My prayer is that is all behind us and we can refocus on the education of our students, the development of instructional programming and new opportunities for Letchworth students.

Construction is well underway as we build new innovative learning spaces and renovate areas in need of updates. Our students will experience a brand new health office, a state of the art Agricultural barn, new ceilings and lighting in classrooms and hallways, updates to the playground, new scoreboards on the football and soccer fields, and many behind the scenes upgrades to our heating, boilers and ventilation systems. As the Fall and winter progress the new turf field will be installed, ongoing construction on the new STEAM addition and the completion of the new AG and Tech rooms near the greenhouse will be completed. We are hopeful to be in the new AG/TECH classrooms after Christmas. Please be aware sections of the building will be off limits for safety purposes as these projects progress.

In the area of athletics we will be merged with Perry and Warsaw for Football. Boys soccer is merged with Warsaw CSD. Boys Swimming and Girls Swimming are merged with Perry CSD. As we begin our athletic contests I want to remind all spectators that we are representing our school and community. We want the officials, athletes and visitors to notice that we display good sportsmanship and a positive school atmosphere as fans. Officials are becoming more difficult to recruit and your support in letting them officiate without any distractions (or grief) from us is greatly appreciated.

School safety is always on everyone's mind. Officer Ivan is with us again this year as our full-time School Resource Officer. The best defense in preventing an incident is to say something if you see or hear something. We have an anonymous tip line on our website for the public as well.

A big welcome goes out to all of our new students, Kindergarten and 2023 Seniors. For some it is just the beginning and for others it is the completion of another milestone. There are many new faces here at LCS when it comes to staff. We will be introducing them to you on our social media platforms during September. Please browse our updated school website, Facebook and new Instagram page. <https://www.instagram.com/letchworthcsd/>

Enjoy your last few weeks of summer and please join us on Sep 6, 2022(12:30-6:30pm) for our Meet and Greet/Open House here at school.

It is a joy and privilege to be here each day, leading and watching your children grow, strive and achieve. It is not a responsibility I take lightly. Please join us this year and provide feedback if you see things that need to be addressed. WE can't do this without you.

Together...We are Letchworth,  
Todd Campbell, Superintendent



## MEET THE TEACHERS

(PreK-12)

September 6, 2022

12:30-3:30 pm or

4:30-6:30 pm

NOTE: Teachers' will not be available  
From 3:30-4:30 pm

The entire school will be open for parents and students. Come meet your new teachers. Bring your school supplies with you. Find your locker and your homeroom.

## STUDENT PICK UP AND DROP OFF

**Pre K-4 @ HS Gym**

Drop off starts at 7:30 am

Classes Start at 7:50 am

Pick up starts at 2:10 PM

**Gr 5-12 @ Elem Bus Loop**

Drop off starts at 8:35 AM

Classes Start at 8:45 am

Pick up starts at 3:20 pm

## NEW ADDRESS? OR NEW PHONE?

*Please let us know!*

If you have an address or phone change during the summer please call 493-3530. We especially need to know if you have a PO Box. The Post Office will return all mail we send you if not addressed correctly. Keeping your information up-to-date assures you will receive important school information in a timely manner.

## PUBLIC NOTIFICATION

The School Facility Report will be reviewed by the Board of Education and will be on file at the Business Office for public review upon request. In Compliance with federal AHERA (Asbestos Hazard Emergency Response Act 1 986) regulations, our facilities have been inspected for the presence of asbestos. Response actions have been prepared to insure a continued safe environment for our students and staff. Detailed information in the district's management plan is available for your review in the District office.

## STUDENT EVALUATION, PROMOTION AND PLACEMENT

Decisions about student promotion and placement are at the discretion of the school administration. These decisions are guided by recommendations of teachers and staff members, past academic performance, and parent/guardian input. Past academic performance refers to a variety of indicators of student achievement and growth. Promotion and placement decisions are not based solely on student performance on New York state assessments in grades 3-8 English language arts or mathematics. Parents and/or persons in parental relation to students shall receive an appropriate report of student progress at regular intervals. The District will not include on a student's official transcript or maintain in a student's permanent record any individual student score on a state administered standardized English language arts or mathematics assessment for grades 3 through 8. The district's promotion and placement policy was adopted by the board of education following a review by the district administration.

## STAFF QUALIFICATIONS

Parents/guardians have the right to know the professional qualifications, including college degrees and certifications, of their child's classroom teachers and paraprofessionals that they may receive services from. To initiate a request for this information, please contact the Curriculum Office at (585) 493-3513.

## CHILD ABUSE HOTLINE

Section 409-1 of the New York Education Law, which became effective January 17, 2020, requires every public school in New York State (including charter schools) to post in English and in Spanish the toll-free telephone number operated by the New York State Office of Child and Family Services ("OCFS") to receive reports of child abuse or neglect, and directions for accessing the OCFS website. That telephone number is 1-800-341-3720.

You may visit the following webpage for more information: Office of Children and Family Services: <http://ocfs.ny.gov/main/cps/faqs.asp>

La Sección 409-1 de la Ley de Educación de Nueva York, que entró en vigencia el 17 de enero de 2020, requiere que todas las escuelas públicas del estado de Nueva York (incluidas las escuelas chárter) publiquen en inglés y en español el número de teléfono gratuito operado por la Oficina de Servicios para Niños y Familias del Estado de Nueva York ("OCFS") para recibir informes de abuso o negligencia infantil, e instrucciones para acceder al sitio web de OCFS. Ese número de teléfono es 1-800-341-3720. Puede visitar la siguiente página web para obtener más información: Oficina de Servicios para Niños y Familias: <http://ocfs.ny.gov/main/cps/faqs.asp>

## DISCRIMINATION GRIEVANCE GUIDELINES

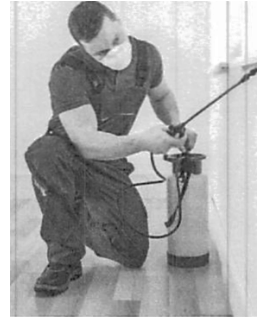
The Letchworth Central School District does not discriminate on the basis of sex, age, veteran or marital status, political affiliations, race, creed or religion, color, national origin, or disability in the employment and educational opportunities it offers, including vocational educational opportunities as required by Title IX of the 1972 Educational Amendments and Section 504 of the Rehabilitation Act of 1973, and provides equal access to the Boy Scouts and other designated youth groups. Questions can be directed to Letchworth Central School District Title IX representative: Mr. Paul Rogers, HS Principal, 585-493-2571.

## PESTICIDE NOTIFICATION

NYS Education Law Sec. 409-H, effective 7/1/01, requires all public and non-public elementary and secondary schools to provide written notification to all students, persons in parental relations, faculty, and staff regarding the potential use of pesticides periodically throughout the school year. We are required to maintain a list of persons who wish to receive 48-hour prior written notification of certain pesticide applications. The following pesticide applications are not subject to prior notification requirements:

- a school remains unoccupied for a continuous 72-hrs. after application;
- anti-microbial products;
- boric acid and disodium octaborate tetrahydrates;
- nonvolatile rodenticides in tamper resistant bait stations in areas inaccessible to children;
- nonvolatile 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;
- application of EPA designated bio-pesticides;
- use of aerosol products with a directed spray in containers of 18 fl/oz or less when used to protect individuals from an imminent threat from stinging/biting insects including venomous spiders, bees, wasps, and hornets.
- application of EPA designated exempt materials under 40CFR 152. 25;

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 hr prior notification list. If you would like to receive 48-hour prior notification of pesticide applications that are scheduled to occur in your school, please provide the following information to Todd Brant, Director of Facilities, Letchworth Central School, 5550 School Rd, Gainesville, NY 14066. Please contact Mr. Brant for further information on these requirements.



**VISIT THE LCS WEB SITE AT:  
WWW.LETCHWORTH.K12.NY.US  
FOR UPDATES AND FOR  
EMERGENCY CLOSINGS.**



## WRITTEN COMPLAINT PROCEDURES

As required by the Title XIV, General Provisions of the Elementary and Secondary Education Act (ESEA), the New York State Education Dept. (NYSED) and Letchworth Central School have adopted procedures for receiving and resolving complaints. NYSED has also adopted procedures for reviewing appeals from decisions of local educational agencies. Complaints regarding violations of ESEA Title I, Part A, C, and D, or of the General Education Provisions Act; or of Section 100.2(ee) Academic Intervention Services of the Regulations of the Commissioner are covered by these procedures.

The following outlines the written complaint procedures utilized at Letchworth Central School. Copies of the attached are provided to the public, including parents and private school officials, through the use of the school newsletter sent to all residents of the school district on an annual basis. All complaints are received by the Superintendent and should be sent directly to him at the following address: Mr. Todd Campbell, Superintendent of Schools, Letchworth Central School, 5550 School Rd., Gainesville, NY, 14066

### **All complaints must:**

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

If Letchworth Central School fails to resolve the complaint within 30 business days, or fails to resolve the issue to the satisfaction of the complainant, the complaint should be sent to the Title I School and Community Services Office, Room 365 EBA, NYS Education Department, 89 Washington Avenue, Albany, NY 12234.

Maintenance of Database: Copies of correspondence, related documents, investigative reports, and summary reports involved in the complaint will be maintained Letchworth Central School for five years. Records will be made available to interested parties in accordance with the provisions of the NYS Freedom of Information Law (Public Officers Law Sections 84-89).



Letchworth Central School - 5550 School Road - Gainesville NY 14066 - 585-493-5999

## RIGHT TO KNOW

The Parents' Right to Know portion of the ESSA/ Every Student Succeeds Act) legislation and Title I state guidelines outline your rights to information regarding the qualifications of your child's teachers and paraprofessionals working with your child, if applicable. All non-substitute teachers at Letchworth Central in the core content areas, including elementary classroom teachers; special education teachers and reading teachers are highly qualified professionals as defined by NY State and the ESSA legislation. This means that they hold initial, provisional, permanent or professional certification in the content area in which they are currently teaching. All paraprofessionals working in our Title I reading program are also highly qualified by NYS and ESSA legislation standards. This means that they have at least 60 hours of college level credit and/or an associate's degree.

Should you desire any further information regarding your child's teachers: (1) Baccalaureate degree major, other graduate certification, or degree held, or (2) Whether your child is provided services by a paraprofessional and the specifics of their qualifications, please request as follows. Send a written request to the Director of Curriculum & Instruction, Letchworth Central School, 5550 School Rd, Gainesville, NY 14066, outlining the specifics of your request.

## LETCORTH CENTRAL SCHOOL

does intend to apply for Title I / Title IIA / Title IV for the 2022 - 2023 school year. The consolidated application will be filed by August 31, 2022



## STUDENT ACCIDENT INSURANCE

FAMILIES ARE RESPONSIBLE FOR PAYING BILLS RESULTING FROM STUDENT ACCIDENTS / INJURIES.

Letchworth Central School is not required to offer student accident insurance; however, as assistance to families, the Board of Education does purchase a "scheduled insurance" which provides minimal coverage.

IF the family insurance plan does not completely cover the medical bills, the school's insurance will help as "scheduled" for each type of injury. Families are responsible for any remaining amount after the school's "scheduled" insurance payment. Remember though, that the school's coverage is only minimal coverage. Any questions about student accident insurance coverage should be directed to our agent, Hart's Insurance, at 237-2126 or the school health office.

## HEALTH SERVICES

A physical examination including Body Mass Index and Weight Status Category information is required for all new entrants, all students in grades PK / K / 1 / 3 / 5 / 7 / 9 / 11 and all sports participants are required by NYSED to have a school conducted physical. If you do not want your child to receive a physical at school, you must notify the LCS Health Office in writing by 9/21/18. The physical forms, to be completed by your family care provider, can be downloaded from the school web site: [www.letchworth.k12.ny.us/Departments/HealthOffice/Documents](http://www.letchworth.k12.ny.us/Departments/HealthOffice/Documents). It is then the parent's responsibility to see that the physical is completed. If the forms are not returned by 11/2/18, the physical will be completed at school.

Annual medical examinations are also given to each student prior to participating in extra-curricular sports and for working papers.

- Scoliosis screening is required for girls in grades 5 & 7 and boys in grade 9. This is done semi-annually by the PE staff with referrals to the school Health Office or the student's Health Care Provided.
- Hearing tests are conducted annually as per NYS guidelines and for other students if deemed necessary.
- Dental certificates are being requested annually as per NYS guidelines.

Student health appraisals serve multiple purposes. If you have any questions regarding the school health program, feel free to contact the Health Office or visit the NYSED.gov web site regarding these requirements.

## WELLNESS POLICY

The district is committed to developing healthy schools that support student learning and create an environment conducive to the health and well-being for faculty, staff and all students, while also supporting parents in accomplishing this goal. To that end, the Board of Education has adopted a policy that addresses: nutritional standards of foods and beverages sold on school grounds; physical education; extra-curricular activities; recess; emotional wellness; staff wellness, nutrition education and student awareness; community wellness and knowledge; and health education. For more information contact the District Wellness Coordinator, Mrs. Amy Leone, or visit the school website: <https://www.letchworth.k12.ny.us/Page/5454>

## MENINGOCOCCAL VACCINE

Effective September 1, 2016, all 7th and 12th grade students **MUST HAVE** proof of receiving a Meningococcal vaccine (shot) in order to attend school. Students entering Gr 7 must have 1 dose of vaccine and are required to get a booster at age 16. Students entering Gr 12 must have either:

- 2 doses of meningococcal vaccine with the booster dose given on or after age 16 or
  - 1 dose if your child's first dose was given on or after age 16
- New York State law will require parents/ guardians to give the school an immunization (shot) record that shows their child has received, or has appointment(s) to receive the required vaccine(s) in order to attend school. This record may be from a health care provider, health department, or an official immunization record from the child's former school. The record must include:
- \* Name of the vaccine
  - \* Date vaccine given
  - \* Who gave it, their title; or where it was given if at a clinic.

Please contact your health care provider to make sure your child has what they need to attend school this fall. If you have questions or concerns about immunizations, please contact the school health staff.

## T-DAP

All students in grades 6 - 12 must have 1 dose of the Tdap vaccine.

## IMPORTANT MEDICAID REMINDER

Parents, if your child receives Medicaid, you **MUST REAPPLY** every year in order for your child to continue to be Medicaid eligible. To avoid a lapse in eligibility, please make sure you reapply annually.

## PUBLIC NOTIFICATION

The School Facility Report will be reviewed by the Board of Education and will be on file at the Business Office for public review upon request. In Compliance with federal AHERA (Asbestos Hazard Emergency Response Act 1986) regulations, our facilities have been inspected for the presence of asbestos. Response actions have been prepared to insure a continued safe environment for our students and staff. Detailed information in the district's management plan is available for your review in the District office.



Children need healthy meals to learn. Letchworth Central School offers healthy meals every school day. Breakfast costs **\$1.75**; lunch costs **\$2.25**. 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 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 the Guidance Office.**
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 Mr. Campbell, Homeless Liaison 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 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 Guidance Office at 585-493-3530 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: School Superintendent, Todd Campbell at 585-493-5450.
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**.

**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.

**2022-2023 INCOME ELIGIBILITY GUIDELINES  
REDUCED PRICE ELIGIBILITY INCOME CHART**

| Total Family Size      | Annual    | Monthly  | Twice per Month | Every Two Weeks | Weekly   |
|------------------------|-----------|----------|-----------------|-----------------|----------|
| 1                      | \$ 25,142 | \$ 2,096 | \$ 1,048        | \$ 967          | \$ 484   |
| 2                      | \$ 33,874 | \$ 2,823 | \$ 1,412        | \$ 1,303        | \$ 652   |
| 3                      | \$ 42,606 | \$ 3,551 | \$ 1,776        | \$ 1,639        | \$ 820   |
| 4                      | \$ 51,338 | \$ 4,279 | \$ 2,140        | \$ 1,975        | \$ 988   |
| 5                      | \$ 60,070 | \$ 5,006 | \$ 2,503        | \$ 2,311        | \$ 1,156 |
| 6                      | \$ 68,802 | \$ 5,734 | \$ 2,867        | \$ 2,647        | \$ 1,324 |
| 7                      | \$ 77,534 | \$ 6,462 | \$ 3,231        | \$ 2,983        | \$ 1,492 |
| 8                      | \$ 86,266 | \$ 7,189 | \$ 3,595        | \$ 3,318        | \$ 1,659 |
| *Each add'l person add | \$ 8,732  | \$ 728   | \$ 364          | \$ 336          | \$ 168   |

**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,  
Mr. Todd Campbell 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, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by: (1) Mail: U.S. Dept of Agriculture, Office of Asst Secretary for Civil Rights, 1400 Independence Ave SW, Washington, D.C. 20250 (2) fax: (833) 256-1665 or (202) 690-7442; or (3) Email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.

Date Withdrew \_\_\_\_\_

F \_\_\_\_ R \_\_\_\_ D \_\_\_\_

**2022-2023 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 Guidance Office**. Call 585-493-3530, if you need help. Additional names may be listed on a separate paper.

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

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

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 and all children that have income).**

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

| Name of household member | Earnings from work before deductions<br><i>Amount / How Often</i> | Child Support, Alimony<br><i>Amount / How Often</i> | Pensions, Retirement Payments<br><i>Amount / How Often</i> | Other Income, Social Security<br><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: \_\_\_\_\_

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  
 Signature of Reviewing Official \_\_\_\_\_ Date Notice Sent: \_\_\_\_\_

## 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 Mrs. Youngers in the Guidance Office. 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 Guidance Office if you need help. 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:** 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, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by: (1) Mail: U.S. Dept of Agriculture, Office of Asst Secretary for Civil Rights, 1400 Independence Ave SW, Washington, D.C. 20250; (2) fax: (833) 256-1665 or (202) 690-7442; or (3) Email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.



# NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

PPRA affords parents of elementary and secondary students certain rights regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include, but are not limited to, the right to:

Consent before students is required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)–

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or student's parent; or
8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of –

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information collected from students for marketing or to sell or otherwise distribute the information to others. (This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions.)

Inspect, upon request and before administration or use –

1. Protected information surveys of students and surveys created by a third party;

2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional materials are used as part of the educational curriculum.

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

The Letchworth Central School District (the "District") has adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The District will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. The District will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation in the specific activity or survey. The District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. The following is a list of the specific activities and surveys covered under this direct notification requirement:

- Collection, disclosure, or use of personal information collected from students for marketing, sales, or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Student Privacy Policy Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202

## DID YOU KNOW....

The following information can be found on our web site:

- ✓ Cafeteria Menus
- ✓ Free/Reduced Lunch Application Form
- ✓ School Newsletters
- ✓ Board of Education:
- ✓ Meeting Schedule / Agenda / Minutes
- ✓ Calendar of Events
- ✓ Link to Sports Schedules

## VISITORS

Anyone visiting the school during school hours must first report to an office. Please bring a photo ID (driver's license) with you. Your ID will be scanned using our RAPTOR system for safety purposes, then you will sign in and receive a Visitor Pass.

Any visitor not making their presence known at the office may be violating the law. We appreciate your cooperation for the safety and protection of our students and staff.

## IF YOUR CHILD IS SICK/ABSENT

Call 493-3510. Leave a message with the student name, grade and reason for absence.

## PARTNERSHIP

An effective school builds its foundation on the community. You provide resources necessary to providing an excellent education to all children. Your ideas, support, presence at school functions and assistance are vital. Please take a moment to review the following information.

In order to develop an effective partnership, we are seeking your involvement. We need parents and community members to offer insight into and support of our educational program. You are an integral part of the process in continuing to expand and build upon the excellent program at Letchworth. There are many opportunities for involvement. Some are listed here with a brief description. If you have any questions please call the school.

- **Committee on Special Education:** This committee meets as needed to discuss special education programs, individual education plans for students and participates in problem solving and program reviews. It may consist of the pupil personnel director, an administrator, staff members, parent representatives, students, and other service providers. The commitment is two to three days per month, but usually rotates with other parents to no more than one day per month.
- **Hiring Committees:** These committees may be made up of Board of Education members, administrators, staff members, parents and students and operate when necessary to fill vacancies. The time commitment is usually two-three days for the interview process, demonstration teaching (if needed) and

the recommendation process. Each member of the committee is an equal partner in the process. The committee recommends two to three candidates to the Superintendent for her consideration for each vacancy.

- **Shared Decision-Making Teams:** These teams operate at the PK-4, 5-8 and 9-12 levels. The team meets once per month after school for approximately one hour. The teams are made up of one principal, grade level representatives, curriculum representatives and parents. The teams discuss instructional strategies, programs for students and the needs of the various buildings.
- **Federal Grant Application Committee:** This committee will meet 2-3 times per year to discuss the development of the consolidated application. Our next meeting will be September 10 at 6:00 PM in the Learning Center.
- **District Planning Team:** This is a team of board members, school personnel, parents, students and community members. This team meets four times a year in the evening for approximately 1 ½ hours to discuss future goals and upcoming events, new programs and gives direction to the greater school community.

If you wish to serve on any committee, please call the Curriculum Office, 585-493-3513, or email, [cmarcy@letchworth.k12.ny.us](mailto:cmarcy@letchworth.k12.ny.us)

## LETCHWORTH FFA - WYOMING COUNTY FAIR



# FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) PUBLIC NOTIFICATION OF RIGHTS

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 Letchworth Central School District ("District") 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 District 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 educa-

tion 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 District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202

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# FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) PUBLIC NOTICE FOR DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that the Letchworth Central School District (the "District"), with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the District to include information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965, as amended (ESEA) to provide military recruiters, upon request, with the

following information - names, addresses and telephone listings - unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want the District to disclose any or all of the types of information designated below as directory information from your child's education records without your prior written consent, you must notify the school principal in writing by August 31 of each school year. The District has designated the following information as directory information:

Student's name; Address; Telephone listing; Electronic mail address; Photograph; Date and place of birth; Major field of study; Dates of attendance; Grade level; Participation in officially recognized activities and sports; Weight and height of members of athletic teams; Degrees, honors, and awards received; the most recent educational agency or institution attended; Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user; A student ID number or other unique personal identifier that is displayed on a student ID badge, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.



# Letchworth Central 2022-2023 School Year

| Jul-22 |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| Su     | Mo | Tu | We | Th | Fr | Sa |
|        |    |    |    |    | 1  | 2  |
| 3      | 4  | 5  | 6  | 7  | 8  | 9  |
| 10     | 11 | 12 | 13 | 14 | 15 | 16 |
| 17     | 18 | 19 | 20 | 21 | 22 | 23 |
| 24     | 25 | 26 | 27 | 28 | 29 | 30 |
| 31     |    |    |    |    |    |    |

| Jan-23 |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| Su     | Mo | Tu | We | Th | Fr | Sa |
| 1      | 2  | 3  | 4  | 5  | 6  | 7  |
| 8      | 9  | 10 | 11 | 12 | 13 | 14 |
| 15     | 16 | 17 | 18 | 19 | 20 | 21 |
| 22     | 23 | 24 | 25 | 26 | 27 | 28 |
| 29     | 30 | 31 |    |    |    |    |

| Aug-22 |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| Su     | Mo | Tu | We | Th | Fr | Sa |
|        | 1  | 2  | 3  | 4  | 5  | 6  |
| 7      | 8  | 9  | 10 | 11 | 12 | 13 |
| 14     | 15 | 16 | 17 | 18 | 19 | 20 |
| 21     | 22 | 23 | 24 | 25 | 26 | 27 |
| 28     | 29 | 30 | 31 |    |    |    |

| Feb-23 |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| Su     | Mo | Tu | We | Th | Fr | Sa |
|        |    |    | 1  | 2  | 3  | 4  |
| 5      | 6  | 7  | 8  | 9  | 10 | 11 |
| 12     | 13 | 14 | 15 | 16 | 17 | 18 |
| 19     | 20 | 21 | 22 | 23 | 24 | 25 |
| 26     | 27 | 28 |    |    |    |    |

| Sep-22 |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| Su     | Mo | Tu | We | Th | Fr | Sa |
|        |    |    |    | 1  | 2  | 3  |
| 4      | 5  | 6  | 7  | 8  | 9  | 10 |
| 11     | 12 | 13 | 14 | 15 | 16 | 17 |
| 18     | 19 | 20 | 21 | 22 | 23 | 24 |
| 25     | 26 | 27 | 28 | 29 | 30 |    |

| Mar-23 |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| Su     | Mo | Tu | We | Th | Fr | Sa |
|        |    |    | 1  | 2  | 3  | 4  |
| 5      | 6  | 7  | 8  | 9  | 10 | 11 |
| 12     | 13 | 14 | 15 | 16 | 17 | 18 |
| 19     | 20 | 21 | 22 | 23 | 24 | 25 |
| 26     | 27 | 28 | 29 | 30 | 31 |    |

| Oct-22 |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| Su     | Mo | Tu | We | Th | Fr | Sa |
|        |    |    |    |    |    | 1  |
| 2      | 3  | 4  | 5  | 6  | 7  | 8  |
| 9      | 10 | 11 | 12 | 13 | 14 | 15 |
| 16     | 17 | 18 | 19 | 20 | 21 | 22 |
| 23     | 24 | 25 | 26 | 27 | 28 | 29 |
| 30     | 31 |    |    |    |    |    |

| Apr-23 |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| Su     | Mo | Tu | We | Th | Fr | Sa |
|        |    |    |    |    |    | 1  |
| 2      | 3  | 4  | 5  | 6  | 7  | 8  |
| 9      | 10 | 11 | 12 | 13 | 14 | 15 |
| 16     | 17 | 18 | 19 | 20 | 21 | 22 |
| 23     | 24 | 25 | 26 | 27 | 28 | 29 |
| 30     |    |    |    |    |    |    |

| Nov-22 |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| Su     | Mo | Tu | We | Th | Fr | Sa |
|        |    | 1  | 2  | 3  | 4  | 5  |
| 6      | 7  | 8  | 9  | 10 | 11 | 12 |
| 13     | 14 | 15 | 16 | 17 | 18 | 19 |
| 20     | 21 | 22 | 23 | 24 | 25 | 26 |
| 27     | 28 | 29 | 30 |    |    |    |

| May-23 |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| Su     | Mo | Tu | We | Th | Fr | Sa |
|        | 1  | 2  | 3  | 4  | 5  | 6  |
| 7      | 8  | 9  | 10 | 11 | 12 | 13 |
| 14     | 15 | 16 | 17 | 18 | 19 | 20 |
| 21     | 22 | 23 | 24 | 25 | 26 | 27 |
| 28     | 29 | 30 | 31 |    |    |    |

| Dec-22 |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| Su     | Mo | Tu | We | Th | Fr | Sa |
|        |    |    |    | 1  | 2  | 3  |
| 4      | 5  | 6  | 7  | 8  | 9  | 10 |
| 11     | 12 | 13 | 14 | 15 | 16 | 17 |
| 18     | 19 | 20 | 21 | 22 | 23 | 24 |
| 25     | 26 | 27 | 28 | 29 | 30 | 31 |

| Jun-23 |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| Su     | Mo | Tu | We | Th | Fr | Sa |
|        |    |    |    | 1  | 2  | 3  |
| 4      | 5  | 6  | 7  | 8  | 9  | 10 |
| 11     | 12 | 13 | 14 | 15 | 16 | 17 |
| 18     | 19 | 20 | 21 | 22 | 23 | 24 |
| 25     | 26 | 27 | 28 | 29 | 30 |    |

|                  |   |    |   |
|------------------|---|----|---|
| <u>September</u> |   | 18 | 3 |
| 8/31&9/1         | Teacher Orientation                       |    |   |
| 5                | Labor Day Closed                          |    |   |
| 6                | Supt. Conference Day/Open House           |    |   |
| <b>7</b>         | <b>School Opens – STUDENTS RETURN</b>     |    |   |
| <u>October</u>   |   | 19 | 1 |
| 7                | Supt. Conference Day                      |    |   |
| 10               | Columbus Day Closed                       |    |   |
| <u>November</u>  |   | 16 | 2 |
| 11               | Veterans' Day (Obv) Closed                |    |   |
| 21               | Parent Conferences / Supt. Conference Day |    |   |
| 22               | Supt. Conference Day                      |    |   |
| 23-25            | Thanksgiving Recess                       |    |   |
| 24               | Building Closed                           |    |   |
| <u>December</u>  |   | 16 |   |
| 23-31            | December Recess                           |    |   |
| 23-26            | Building Closed                           |    |   |
| 30-31            | Building Closed                           |    |   |
| <u>January</u>   |   | 19 | 1 |
| 2                | Building Closed                           |    |   |
| 16               | Martin Luther King Jr Closed              |    |   |
| 24-27            | Regents Testing                           |    |   |
| 27               | Supt. Conference Day                      | 88 | 7 |
| <u>February</u>  |   | 18 |   |
| 20-21            | Presidents' Day Closed                    |    |   |
| <u>March</u>     |   | 22 | 1 |
| 10               | Supt. Conference Day                      |    |   |
| <u>April</u>     |   | 15 |   |
| 3-6              | Spring Recess                             |    |   |
| 7                | Good Friday - Closed                      |    |   |
| 19-21            | 3-8 ELA Testing                           |    |   |
| <u>May</u>       |   | 22 |   |
| 2-4              | Gr 3-8 Math Testing                       |    |   |
| 29               | Memorial Day Closed                       |    |   |
| <u>June</u>      |   | 16 |   |
| 5                | 8 Science Written Test                    |    |   |
| 19               | Juneteenth Closed                         |    |   |
| 14-23            | Regents Days                              |    |   |
| 23               | Last Day of Classes                       |    |   |
| 23               | <b>GRADUATION</b>                         | 93 |   |

| IF ON              | THERE ARE (IS)         |
|--------------------|------------------------|
| February 17        | 5 unused days          |
| March 30           | 4 unused days          |
| March 31           | 3 unused days          |
| May 25             | 2 unused days          |
| June 22            | 1 unused days          |
| February 22        | will be vacation days  |
| March 31, April 10 | will be vacation days  |
| April 10           | will be a vacation day |
| May 26             | will be a vacation day |
| June 23            | will be a vacation day |

PLEASE NOTE: If additional emergency days are used, (more than 5) school will be in session on April 3, 4, 5, etc, as needed.

= Holiday - Building Closed

**TOTAL 181 8**

**Approved by BOE on**

Visit the LCS WEB Site at: [www.letchworth.k12.ny.us](http://www.letchworth.k12.ny.us) for updates and emergency closings.