

LCS News



Volume 49

Issue 1

Aug/Sept 2020

SUPERINTENDENT'S MESSAGE



Dear Letchworth Families,

It is a joy to have the students back in the building. Even though things are not exactly normal, staff and students are adjusting well. I am encouraged by everyone's teamwork, patience, flexibility and cooperative spirit. There are still many details to iron out, but we will cross that bridge

together.

Welcome to our new Pre-K students and the Senior Class of 2021. Inside you will see our final tribute to the class of 2020. They were resilient students and handled the situation with great maturity. A final thank you to Rick Stefanon and the Silver Lake Twin Drive-In for their hospitality. We wish them all the very best as they pursue their dreams and goals.

I am sure you have been hearing a lot of discussion about a possible 20% State Aid cut to schools due to the critical economic situation in NYS, caused by the pandemic. As a district, we have already started to see the impact in lower state aid payments that have been sent to us lately. NYS has said that these payments are being "withheld" at this time, not a final cut. It is assumed that they are waiting on the federal government to see if there will be a stimulus package to help schools. We will continue to be very conservative and frugal with the district's funds as we approach this school year. We want to be prepared if this 20% cut becomes a reality.

A 20% cut to our State Aid would result in a \$2.5 million deficit. Our goal will be to save student programming and offer a rich educational experience to our students. I will continue to update you as this situation develops.

Great News! All students are eligible for FREE Breakfast and Lunch at school (regardless of income level) this year. *The Federal Government has extended this benefit till December of 2020 or until the funding runs out. (Once this benefit ends for everyone, it will be necessary for families to submit an application and income verification form to receive the benefit.)*

Our Athletic Director, Mr. Sanderson and our administrative team are working through the new guidelines and regulations surrounding the implementation of athletics. There are many questions that are not answered at this point. I know as parents of athletes you are eager to know how this will all work. The Governor has stated that low and moderate risk sports (ex. swimming, soccer) can resume play as of September 21. High risk sports (ex: football, cheerleading) can start individual workouts on that date, but not engage in competition. Clarity and safety are needed before this can occur. Please be patient as we work through this process.

In our next issue, we will introduce you to all of our new hires here at LCS. We are thankful to all of our retirees as they have added richly to our Letchworth heritage.

Thank you for your continued support as we handle these unique challenges.

Together...We are Letchworth,

Todd Campbell, Superintendent of Schools

Visitors

If there is a need to visit the school, please **call ahead** and make an appointment.

A COVID symptom screening is required to enter the building.

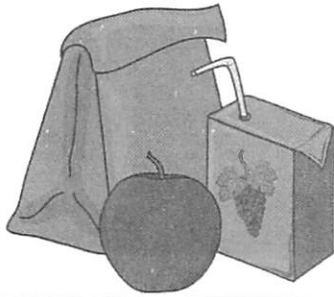
SAFETY FIRST!

Please follow our new Drop Off and Pick Up Procedures detailed on Page 2

Parents

Your commitment to transport your children to school has made our re-opening possible.

Thank You!



BIG CAFETERIA NEWS

The USDA has extended **FREE** meal eligibility for **ALL** students through 12/31/2020. Menus can be found on the LCS web site by clicking on the **FORK & KNIFE ICON**



WHAT ABOUT MASKS AND WHEN DO STUDENTS WEAR THEM?

You are wearing a mask when:

- you are riding the bus
- you get off the bus
- you are walking into the building
- you are walking through the hallways
- you are standing outside your classroom
- you walk into your classroom



Students may take their masks off when seated in our physically distanced instructional spaces or plastic barriers are present. You must wear a mask when you stand up, or physical distancing must be broken.

Students will be required to wear masks at all times in some instructional spaces. If this is the case students will still be provided with planned mask breaks.

STUDENT
DROP-OFF
AND
PICK-UP
AREA

Pre K-6
HS Gym

Drop off is from
7:40 - 7:55 AM

Pick up is from
1:50 - 2:10 PM

Gr 7-12
Elem Bus Loop

Drop off is from
8:50 - 9:00 AM

Pick up is at
3:15 PM



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.

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.

Letchworth Central School does intend to apply for Title I and Title IIA for the 2020 - 2021 school year. The consolidated application will be filed by September 30, 2020

RIGHT TO KNOW

The Parents' Right to Know portion of the No Child Left Behind 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 NCLB 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 NCLB 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 Mrs. Pernesky, DCI, Letchworth CSD, 5550 School Rd, Gainesville, NY, 14066 outlining the specifics of your request.

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:

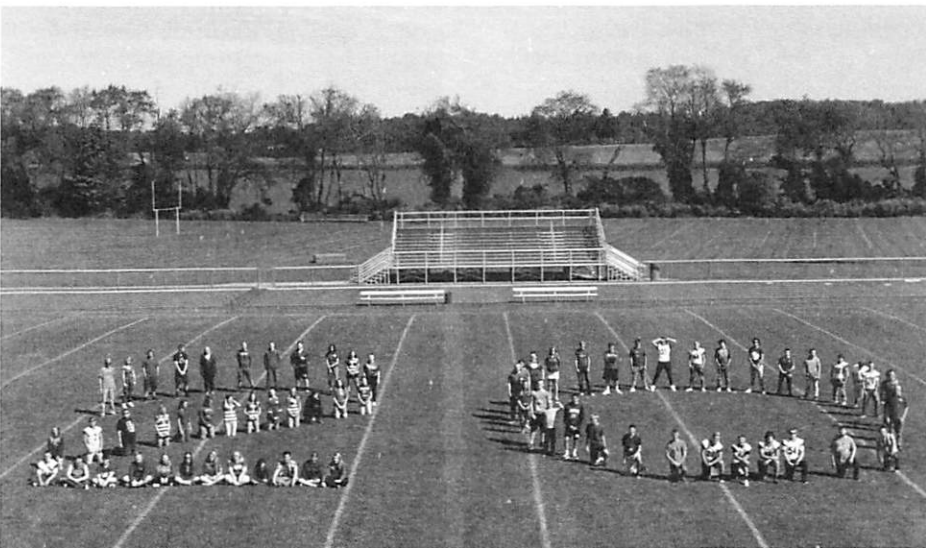
- a school remains unoccupied for a continuous 72-hrs after application;
- anti-microbial products;

- 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 biopesticides;
- 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, hornets.

- application of EPA designated exempt materials under 40CFR152.25;

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.

To receive 48-hour prior notification of pesticide application that are scheduled to occur in your school, please provide the following information to Todd Brant, Superintendent of Buildings & Grounds, Letchworth Central School, 5550 School Rd, Gainesville, NY 14066. Please contact Mr. Brant for further information on these requirements.



Medicaid.gov
Keeping America Healthy

IMPORTANT REMINDER

Parents, if your child receives Medicaid,

YOU MUST REAPPLY

EVERY YEAR

for your child to continue to be Medicaid eligible. To avoid a lapse in eligibility, please make sure you reapply annually.

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 (POL Sections 84-89).

FERPA 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:

The right to inspect and review the student's education records within 45 days after the day the [Name of school ("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 [or appropriate school official] 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.

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 [or appropriate school official], clearly identify the part of the record they want changed, and

specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing. The right to 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. 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

MENINGOCOCCAL VACCINE

◆ 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
- ◆ 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.

HOW TO CONTACT US

Athletic Director Office	493-3511
Attendance Office	493-3510
Business Office	493-5150
CSE Office	493-3512
Director of Curriculum	493-3513
District Office	493-5450
Elementary Office (PK-4)	493-2581
Guidance Office (5-12)	493-3530
Health Office	493-3520
High School Office (9-12)	493-2571
Middle School Office (5-8)	493-2592

STUDENT UPDATE SHEET

Please make any necessary changes on the student update sheet you received in the mail.

Please include an E-mail address. Then, sign and return the sheet with your child on the first day of school even if no corrections have been made. Thank You!



IF YOUR CHILD IS SICK/ABSENT

Please call 493-5999, press 1, dial 5115. Leave a message to report the absence.



IF YOUR ADDRESS OR PHONE CHANGES

please call 493-3530 and let us know.



YMCA AFTER SCHOOL PROGRAM

Where and how children spend their time is vital to their growth and success in life. With so many demands on today's families, parents need all the support they can get. At the Y, we help kids reach their potential and thrive in a safe, trustworthy setting. That's why child care at the Y is about more than looking after kids. It's about nurturing their development by providing a safe place to learn foundational skills, develop healthy, trusting relationships and

build self-reliance.

Once children reach school age, multiple influences enter their lives. YMCA Before and After School Program (BASP) ensures that the time after school is occupied creatively and constructively. BASP is an exciting and challenging place, where children ages 5-12 stretch their skills in mind and body. Programs offer a combination of free-choice and structured activities. Expanded curriculum includes arts and crafts, science, service learning, health & fitness, homework support, literacy,

character development and conflict resolution.

All programs promote the four core values of caring, honesty, respect and responsibility. Our BASP child care programs are licensed by the New York State Office of Child & Family Services and local health departments. Our programs are offered in partnership with area school districts and various other organizations, offering care after school in eight locations. To learn more, please contact the Warsaw YMCA at 585-786-2880 or smoore@glowymca.org



#1 PIERCE MCPHERSON is the 2020 *Valedictorian* with a cumulative grade point average of 100.578. Pierce is the son of Katie Shearing and Eric McPherson. He will attend Cornell University to study Psychology. Pierce is a member of the National Honor Society (treas), Senior Class President, student council (treas), math team, and foreign language club. He graduated from high school with an Associate of Science degree in Natural Science earned through Genesee Community College's STEM Program. Pierce received a NYS Academic Excellence Award for high regents test scores, as well as a Friends of Letchworth Scholarship.

is the daughter of Victoria Lescher. She will attend SUNY at Oneonta to study Music Industry. She was a member of the National Honor Society (secretary), student council, math team, foreign language club, yearbook, drama club, Big Buddy, Reading Buddy, chorus, spectrum, and the cheerleading team. Alexia received a NYS Academic Excellence Award for high regents exam scores.



Congratulations Class of 2020 TOP TEN!



#3 Kristin Hastings ranked third 2020 with a cumulative grade point average of 99.339. Kristin is the daughter of Brett and Niccole Hastings. Kristin will attend SUNY at Binghamton to study Pre-Health. She was a member of the National Honor Society, Big Buddy, prom committee, student council, yearbook, senior and junior class treasurer, basketball (capt), soccer (capt), and track teams. Kristin received a NYS Academic Excellence Award for high regents exam scores.

#4 Kristen Mills ranked fourth with a grade point average of 98.323. She is the daughter of David and Renee Mills. Kristen will attend Niagara County Community College to study Radiology Technology. She was a member of the National Honor Society, senior class secretary, student council, Big Buddy, soccer (capt) and softball (capt) teams.



#5 Makayla Conway ranked fifth with a cumulative grade point average of 97.492. Makayla is the daughter of Amanda Schurr-Hermann and Scott Conway. She will attend Nazareth College to study Early Childhood Education. Makayla was a member of the National Honor Society, Big Buddy, foreign language club, math team, band, and volleyball team. Makayla was awarded a Nazareth College Dean's Scholarship and a Future Educators Scholarship.



#6 Gabrielle Goodrich ranked sixth with a cumulative grade point average of 96.862. She is the daughter of Julie Wolcott and Daniel Goodrich. Gabrielle will attend Daemen College to study Nursing. Gabrielle was a member of the National Honor Society, Big Buddy, foreign language club, student council, prom committee, soccer (capt), basketball (capt), and softball (capt) teams. Gabrielle was awarded a Daemen College Founders Scholarship.



#7 Lauren Ella Royce ranked seventh with a cumulative grade point average of 96.634. Lauren is the daughter of Karen and Paul Royce. She will attend SUNY Oswego to study Journalism and participate on their swim team. She was a member of the National Honor Society, Big Buddy, Reading Buddy, foreign language club (treas), Letchworth Splash, lifeguarding, and band. Lauren was on the Varsity Swimming Team (capt) for 6 years; in that time, she broke the school record for the Butterfly twice. Lauren was awarded a SUNY Oswego Dean's Scholarship.



#8 Jane Bliss ranked eighth with a cumulative grade point average of 96.522. She is the daughter of Pamela and Bill Bliss. Jane will attend Hobart and William Smith Colleges to study Liberal Arts. Jane was a member of the National Honor Society, President of Student Council, Vice President of the Class of 2020, foreign language club, math team, Big Buddy, prom committee, band, swimming (capt), basketball (capt), and track and field (capt) teams. Jane received a Hobart and William Smith Dean's Scholarship and the HWS grant.

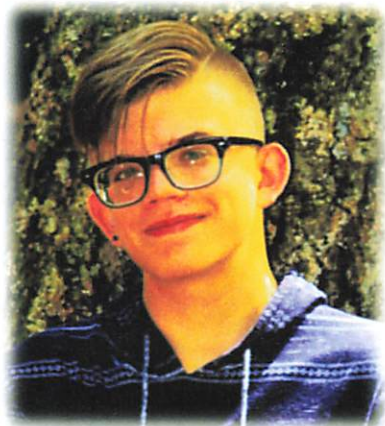
to major in Plant Science. Charlotte was a member of the National Honor Society, student council, prom committee, 4-H, FFA, swimming, basketball, and track teams.

#9 Charlotte Book

ranked ninth with a cumulative grade point average of 95.624. She is the daughter of Cathi and Eric Book. Charlotte will attend Cornell University



#10 Andrew Casselberry ranked tenth with a cumulative grade point average of 95.581. He is the son of Rachel Ikeler and Russell Casselberry II. Andrew will attend SUNY at Geneseo to study Forensic Psychology. He was a member of the National Honor Society, the foreign language club, Big Buddy and student council.



**“All your dreams can come true,
if you have the courage to
pursue them.” - Walt Disney**

Dear Parent/Guardian: 2020-2021 School Year

Beginning July 1, 2020, ALL students in New York State may receive breakfast and lunch meals AT NO CHARGE.

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*

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.

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.

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 Julie Pernesky 585-493-3513 or jpernesky@letchworth.k12.ny.us to see if they qualify.

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, 2020, students in New York State that are approved for reduced price meals will receive breakfast and lunch meals at no charge.

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.

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.

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.

WILL THE INFORMATION I GIVE BE CHECKED? Yes and we may also ask you to send written proof.

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.

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.

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.

WHO SHOULD I INCLUDE AS MEMBERS OF MY HOUSEHOLD? You must include all people living in your household, related or not (ex: 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 (ex: 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.

WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you normally receive. For example, if you normally make \$1000/mo, 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.

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.

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.

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.

**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

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, 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.

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, 2020, students in New York State that are approved for reduced price meals will receive breakfast and lunch meals 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 (CAN); 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 CAN.

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

Date Withdrew _____

Return Application To:

Attachment F ___ R ___ D ___

Letchworth Central School **Guidance Office** • 5550 School Rd • Gainesville, NY 14066

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 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 ~ PLEASE PRINT	School	Grade/Teacher	Foster Child	Homeless Migrant, Runaway
	Letchworth		<input type="checkbox"/>	<input type="checkbox"/>
	Letchworth		<input type="checkbox"/>	<input type="checkbox"/>
	Letchworth		<input type="checkbox"/>	<input type="checkbox"/>
	Letchworth		<input type="checkbox"/>	<input type="checkbox"/>
	Letchworth		<input type="checkbox"/>	<input type="checkbox"/>
	Letchworth		<input type="checkbox"/>	<input type="checkbox"/>

2. Benefits: If anyone in your household receives either SNAP, TANF or FDPIR benefits, list the name / CASE #. Skip to #4, 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 <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"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>

Total Household Members (Children and Adults) _____

*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.

Last Four Digits of Social Security Number: XXX-XX- ____ _ I do not have a SS#

4. Signature: An adult household member must sign this before it can be approved. **I certify (promise) that all of the information on this application is true** and that all income is reported. I understand that the information is being given so the school will get federal funds; the school officials may verify the information and if I purposely give false information, I may be prosecuted under applicable State and Federal Laws, and my children may lose meal benefits.

Home Phone: ____ / ____ / ____ Work Phone: ____ / ____ / ____ Email: _____

Full Address: _____
(STREET & PO BOX) (CITY) (ZIP CODE)

Signature: _____ **Date:** _____

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: White Black or African American American Indian or Alaskan Native Asian Native Hawaiian or Other Pacific Island

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: _____

2020-2021 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 at [585] 493-3530 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 FOOD STAMPS, TANF OR FDPIR SHOULD COMPLETE PART 2 AND SIGN PART 4.

- 1) List a current Food Stamp, SNAP, TANF or FDPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household. Do not use the 16-digit number on your benefit card. 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 food stamp case number, SNAP, 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). In order 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, 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, (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 form or letter 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: (202) 690-7442; or (3) Email: program.intake@usda.gov

This institution is an equal opportunity provider.

Letchworth Central 2020-2021 School Year

REVISED EFFECTIVE 8/18/20

Jul-20						
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-21						
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-20						
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-21						
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-20						
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-21						
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-20						
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-21						
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-20						
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-21						
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-20						
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-21						
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>		15	
3	Teacher Orientation		3
7	Labor Day Closed		
8	Supt. Conference Day		
9	Supt. Conference Day		
10	School Opens –		
	STUDENTS RETURN		
<u>October</u>		21	
12	Columbus Day Closed		
<u>November</u>		15	2
11	Veterans' Day (Obv) Closed		
23	Parent Conferences /		
	Supt. Conference Day		
24	Supt. Conference Day		
25-27	Thanksgiving Recess		
26	Building Closed		
<u>December</u>		17	
24-31	December Recess		
24-25	Building Closed		
31	Building Closed		
<u>January</u>		18	1
1	Building Closed		
18	Martin Luther King Jr Closed		
26-29	Regents Testing		
29	Supt. Conference Day	86	6
<u>February</u>		17	
15	Presidents' Day Closed		
16-17	February Break		
<u>March</u>		19	1
5	Supt. Conference Day		
29-31	Spring Recess		
<u>April</u>		20	
1	Spring Recess		
2	Good Friday - Closed		
20-22	3-8 ELA Testing		
<u>May</u>		20	
4-6	3-8 Math Testing		
24-28	8 Science Performance Test		
31	Memorial Day Closed		
<u>June</u>		19	
1	Regents Days		
7	8 Science Written Test		
16-25	Regents Days		
25	Last Day of Classes		
25	GRADUATION	95	1
		TOTAL	181
			7

Visit the LCS WEB Site at: www.letchworth.k12.ny.us for updates and emergency closings.

IF ON	THERE ARE (IS)
March 26	5 unused days April 5, 6, 7 will be vacation days
March 26	4 unused days April 5, 6 will be vacation days
March 26	3 unused days April 5 will be a vacation day
May 27	2 unused days May 28 will be a vacation day
June 24	1 unused days June 25 will be a vacation day

PLEASE NOTE: If additional emergency days are used, (more than 5) school will be in session on March 29, 30, 31, etc, as needed.

 = Holiday - Building Closed