



# School Handbook & Calendar 2024-25



**Churchville-Chili**  
**Central School District**

*Where learning leads to a lifetime of opportunities*

# Welcome

The Churchville-Chili Central School District's Board of Education cordially invites you to attend board meetings and to take an active role in the educational affairs of our community.

The decisions made by your elected Board of Education members affect your child, your child's future and the well-being of our community. The board urges your participation in important matters and encourages a spirit of cooperation between the school district and the community to provide the best possible educational programs for students in our district. The board prides itself in hiring a responsive team of administrators to assist you and lead our schools. Please contact them when you have questions.

There are many ways for you to participate:

- keep informed and interested in your child's school
- appear before the board to express your views
- elect the best qualified board members
- volunteer in organizations, activities and educational committees

The Churchville-Chili Board of Education consists of nine members, three of whom are elected each year for a three-year term. Meetings are typically held on the second and fourth Tuesday of every month at 7 p.m. in the BOE Room #3808 at Churchville-Chili District Office. All board meetings are advertised in advance and posted on the district website.

**COMMENTS FOR THE BOARD?** The Board of Education sets aside time at each meeting to hear ideas, suggestions and comments from the public. Members also welcome comments in writing that can be sent to: Board of Education, c/o Churchville-Chili School District, 139 Fairbanks Road, Churchville, N.Y. 14428.

## About the District

The Churchville-Chili Central School District covers 56 square miles, encompassing the town of Riga, the village of Churchville and parts of Chili, Ogden and Sweden. The district, with more than 3,800 students, operates six schools.

Prekindergarten through fourth grade students are housed at Churchville Elementary, Chestnut Ridge and Fairbanks Road Schools. Churchville-Chili Middle School houses grades 5-8. The Ninth Grade Academy solely encompasses grade 9. The Senior High School is home to students in grades 10-12. The school district, with over 800 employees, is the Town of Riga's largest employer.

To work toward continuous improvement in student achievement, our annual budget of \$103,303,515 focuses resources on student learning.



## Board Members 2024-25

### President

Kathleen Dillon  
5 St. Christopher's Way  
Churchville, N.Y. 14428  
733-3118

### Vice President

Steve Hogan  
75 Parkway Dr.  
North Chili, N.Y. 14514  
314-2779

Thomas Albano  
1550 Davis Road,  
Churchville, N.Y. 14428  
764-2506

Jonathan Payne  
12 Sunnyside Lane  
North Chili, N.Y. 14514  
204-0234

Michelle Aloï  
35 Union Station Rd.  
North Chili, N.Y. 14514  
261-5536

Colleen Parker  
3716 Chili Avenue  
Rochester, N.Y. 14626  
750-4834

Kevin Johnson  
6650 Chili Riga Center Rd.  
Churchville, N.Y. 14428  
455-4460

Amy Wilson  
18 Redfern Dr.  
Churchville, N.Y. 14428  
259-8329

Alycia Nagle  
355 Palmer Rd  
Churchville, N.Y. 14428  
760-4716

## Board Meeting Dates 2024-25

Administrative Board Room at 7 p.m.  
(unless otherwise noted)

JULY 9  
6:30 p.m.  
Reorganization Mtg.

JANUARY 28

FEBRUARY 11

AUGUST 13

FEBRUARY 25

AUGUST 27

MARCH 11

SEPTEMBER 10

MARCH 25

SEPTEMBER 24

APRIL 8

OCTOBER 8

APRIL 22

OCTOBER 22

MAY 6  
(Budget Hearing)

NOVEMBER 12

MAY 27

NOVEMBER 26

JUNE 10

DECEMBER 10

JUNE 24

JANUARY 14



# A Letter from the Superintendent

Dear Churchville-Chili Families,

Thank you for your ongoing support of our school budget, capital projects and district programs, as well as interscholastic and extracurricular offerings for our students. Please refer to the district calendar, handbook and website for district staff contact information and dates for academic, athletic and extracurricular opportunities and events throughout the school year.

We will continue to focus on ways to build upon and grow effective communication, as well as focus upon providing a safe, welcoming and nurturing environment that fosters positive relationships. This handbook provides details about our schools and departments, including associated contact information, resources and district procedures and protocols. In addition, you can view or access information through the district Facebook, Instagram and X (formerly Twitter) accounts, along with our district website, [www.cccsd.org](http://www.cccsd.org).

We are committed to treating each other with mutual respect, dignity and honesty in an environment where we focus on developing well-round graduates who are goal-oriented, civic-minded, culturally respectful, responsible and life-long learners.

I am excited to be serving as your superintendent and look forward to meeting our students and families during the upcoming year.

Sincerely,



Dr. Carmine Peluso  
Superintendent of Schools



## Safe School Helpline

The district provides a Safe School Helpline to help thwart any situation that might jeopardize the safety of our schools. This helpline is monitored 24 hours a day, seven days a week and is designed to assist in reporting any wrongdoing that could impact our schools, our students or our staff. This helpline allows any caller to share information anonymously, so as to protect the caller's privacy and enhance the likelihood that individuals will report dangerous or potentially dangerous circumstances. Some examples of situations you may wish to report include acts of violence, theft, drug or alcohol use, weapons or sexual harassment. This helpline also provides the caller with immediate access to a suicide counselor for prompt assistance and intervention as needed.

In the event you want to use this valuable helpline, call 1-800-418-6423 ext. 359 to leave your information. Your message will not be traced, and you will not be identified. The Safe School Helpline team will transcribe and fax your message to school safety and security officials, so appropriate action can be taken. Reports can also be submitted through the internet at [www.safeschoolhelpline.com](http://www.safeschoolhelpline.com), by texting "Tips" to 66746, or through the Safe School Helpline app, which can be downloaded from your app store.



## District Office

The District Office is located at:  
139 Fairbanks Road, Churchville, N.Y. 14428

The District Office houses the offices of the:

Superintendent  
Assistant Superintendent for Business Services  
Assistant Superintendent for Human Resources  
Assistant Superintendent for Instruction Benefits  
Communication Specialist  
Director of Curriculum, Assessments and Professional Development  
District Clerk  
District Treasurer  
Payroll  
Registrar

Main Switchboard: (585) 293-1800  
Hours: September-June: 8 a.m. to 4:30 p.m.  
Hours: July-August: 7:30 a.m. to 4 p.m.

## Abbreviations

**CCPAC** - Churchville-Chili Performing Arts Center

**CES** - Churchville Elementary School

**CESPA** - CES Parent Association

**CRS** - Chestnut Ridge Elementary School

**CRSPTO** - CRS Parent Teacher Organization

**FRS** - Fairbanks Road Elementary School

**FRESPA** - FRS Parent Association

**MS** - Churchville-Chili Middle School

**MSN** - Middle School North

**MSPTO** - Middle School Parent Teacher Organization

**MSS** - Middle School South

**NGA** - Ninth Grade Academy

**SHS** - Churchville-Chili Senior High School

**TLC** - The Learning Center

# About Our Schools

## Churchville-Chili Building Directory

### Churchville Elementary School

36 West Buffalo St., Churchville, N.Y. 14428  
Main Office: 293-2022  
Principal: Kate Daly, ext. 7040  
Assistant Principal: Kim Giancursio, ext. 7040  
Office Hours: 8 a.m. to 4 p.m.  
Pre-K Student Day: 8:30 a.m. to 2 p.m.  
K-4 Student Day: 9:15 a.m. to 3:25 p.m.  
Attendance Office: Ann Coffey  
293-2022 ext. 7520

### Chestnut Ridge Elementary School

3560 Chili Avenue, Rochester, N.Y. 14624  
Main Office: 889-2188  
Principal: TBD, ext. 6150  
Assistant Principal: Jennifer Dixon, ext. 6150  
Office Hours: 8 a.m. to 4 p.m.  
Pre-K Student Day: 8:30 a.m. to 2 p.m.  
K-4 Student Day: 9:15 a.m. to 3:25 p.m.  
Attendance Office: Amanda Cerretto  
889-2188 ext. 6130

### Fairbanks Road Elementary School

175 Fairbanks Road, Churchville, N.Y. 14428  
Main Office: 293-4543  
Principal: Todd Yunker, ext. 2170  
Assistant Principal: Andrew Guignon, ext. 2170  
Office Hours: 8 a.m. to 4 p.m.  
Pre-K Student Day: 8:30 a.m. to 2 p.m.  
K-4 Student Day: 9:15 a.m. to 3:25 p.m.  
Attendance Office: Jennifer Moore, 293-4543 ext. 2201

### Churchville-Chili Middle School

139 Fairbanks Road, Churchville, N.Y. 14428  
Main Office: 293-4542  
Executive Principal: Rebecca Tibbitts, ext. 1500  
Green House Administrator: Terry Moore, ext. 1585  
Red House Administrator: Ashley Guarino, ext. 1510  
Blue House Administrator: Kim Eichas, ext. 1570  
Office Hours: 7:30 a.m. to 4 p.m.  
Student Day: 8:05 a.m. to 2:40 p.m.  
Attendance Office: TBD, 293-4542 ext. 3500

### Churchville-Chili Ninth Grade Academy

137 Fairbanks Road, Churchville, N.Y. 14428  
Main Office: 293-4546  
House Administrator: Mary Leach, ext. 1590  
Office Hours: 7 a.m. to 3:30 p.m.  
Student Day: 7:15 a.m. to 1:50 p.m.  
Attendance Office: Annemarie Pellerino, 293-4540 ext. 2760

### Students Services

137 Fairbanks Road, Churchville, N.Y. 14428  
Office: 293-1800 ext. 2460  
Assistant Superintendent for Student Services: Nicole Livingston-Neal, ext. 2131  
Hours: 7:30 a.m. to 4 p.m.

### Churchville-Chili Senior High School

5786 Buffalo Road, Churchville, N.Y. 14428  
Main Office: 293-4540 ext. 2810  
Executive Principal: Scott Wilson, ext. 2840  
Assistant Principal: Jason Cline, ext. 2770  
Assistant Principal: Steve Colabufo, ext. 3130  
Assistant Principal: David Burgess, ext. 3060  
Office Hours: 7 a.m. to 3:30 p.m.  
Student Day: 7:15 a.m. to 1:50 p.m.  
Attendance Office: Annemarie Pellerino, 293-4540 ext. 2760

### Transportation Office

3461 Westside Drive, Churchville, N.Y. 14428  
Office: 293-4544 or 293-1800 ext. 2630  
Hours: 6 a.m. to 5 p.m.



## Attendance

All students are required by state law to attend school every day starting at the age of 6 and concluding no sooner than the end of the year in which the student turns 17 unless they have a legal excuse.

The reasons for student absences from school recognized as legal by the Board of Education are:

1. Personal illness or hospitalization
2. Medical or dental appointments that cannot be scheduled outside school hours
3. Death in the family
4. Religious observance
5. Legal obligations (e.g. required court appearances)
6. Authorized school activities (e.g. field trip, music performance, etc.)
7. College visits
8. Other reasons as may be approved by the principal and are consistent with the intent of the policy.

Any other absence is considered illegal. It is the parent's/guardian's responsibility to notify the school office on the morning of an absence, by calling during the first hour school is in session. On the day of return from an absence it is essential that parents/guardians provide a written excuse for each absence. Such excuses should be signed by the parents/guardians and contain the date of and reason for the absence. Students who have been absent from school due to illness should not participate in after-school social or athletic activities on the day or days of illness.

All work missed due to absence must be completed to the satisfaction of the teacher. It is the student's responsibility to find out what was missed during the absence and arrange for the completion of this work with the teacher.

The Churchville-Chili Central School District recognizes the importance of vacations to families and thus provides several recesses throughout the school year to accommodate this need. However, when students are absent from school due to extended family vacations, important instructional time is lost and may be difficult to make up. Therefore, the district discourages vacations which would cause children to be absent from school. Take time to plan vacations with your child's academic development in mind.

# About Our Schools

## Parent Portal

CCCSd continues in its effort to enhance communications with the parents and guardians of its students. This is accomplished through the use of an online student information management system called Infinite Campus. Infinite Campus is a web-based system that provides real time information to users with an internet enabled device.

The Campus Portal is a secure website that offers parents and students easy access to important school related information regarding attendance, current grades and assignments, and calendars. The information is secured and private.

The Campus Backpack allows the district to provide parents with access to individualized letters/reports for each student in their family. These letters and reports will be made available to parents depending on the age of their student.

Some of the letters/reports include:

- Standards Based Reports for grades Prekindergarten-6
- Official progress reports grades 7-12
- Individualized Student Reports (ISRs) from NYS Assessments (Grades 3-8)
- Census Verification reports
- Report cards from previous years

Parents must contact the District Office at 293-4457 to receive a Parent Portal Activation Letter. This letter will contain the necessary information and an activation key to set up an account in the parent portal.

## Emergency Closings

The superintendent of schools may close the schools or dismiss students, faculty and staff early when hazardous weather or other emergencies threaten the health or safety of students and personnel. Such action is never to be taken lightly, for public education is one of the principle functions of the community and should remain in operation except in extreme circumstances.

Schools will not be closed merely to avoid inconvenience. While it may be prudent under certain circumstances to excuse all students from attending school, to delay the opening of school one or two hours or to dismiss students early, the superintendent has the responsibility to ensure

that administrative, supervisory and operational activity is continued to the extent possible.

School closings and delayed starting times are announced over local radio and television stations (Radio: WHAM 1180; Television: 13WHAM, Spectrum News, News 10, WROC TV) as well as posted online at [www.cccsd.org](http://www.cccsd.org), Facebook and on X at @CCCSdtweets. The district will also be using the Finalsite Messages XR phone notification system to share messages regarding closings. Should it be necessary to close school during the day, an announcement will be made as soon as possible through these same communication channels.

## Driver Education

The district offers driver education instruction in the safe and lawful operation of motor vehicles. Classroom instruction emphasizes the hazards of driving while impaired or intoxicated; the penalties for drug and alcohol related motor vehicle violations; and the medical, biological and physiological effects of the consumption of alcohol and their impact on the operation of a motor vehicle. The dangers of using hand-held electronic devices and texting while driving are also emphasized. This course is offered through the Continuing Education program and is taught by an instructor approved by the State Education Department and the Commissioner of Motor Vehicles. There is a fee for the Driver Education program.

## Health Services

Every school has a school nurse who coordinates health care in the school setting, answers routine medical questions, gives immediate first aid, provides medical care according to the medical regimen prescribed by the private health provider, performs and coordinates mandated NYS screenings and advises parents on immunization and mandated physical examination requirements.

Please be advised that the school nurse will share pertinent medical information with all supervising adults on a need-to-know basis, to ensure the health and safety of the child. In the event a parent has any concerns on this practice, they are encouraged to contact the school nurse in their child's building.

**CES** - 293-2022 ext. 7520  
**FRS** - 293-4543 ext. 2200  
**CRS** - 889-2188 ext. 6010  
**MSN grades 5-6** - 293-4542 ext. 2560  
**MSS grades 7-8** - 293-4542 ext. 1160  
**NGA** - 293-4546 ext. 1160  
**SHS** - 293-4540 ext. 2900

## Medication

The school nurse has the primary responsibility for administering any medications to students. A written order from the student's attending physician must be on file in the school's health office for prescription and over-the-counter medication, as well as a written request from the parent or guardian. The medication should be delivered to the school nurse by the parent or guardian in the original prescription container marked clearly with the full name of the student who is taking it. Over-the-counter medication must be in the new and unopened container it was sold in. Parents will also need to sign a consent form giving the nurse permission to administer the medication.



# Health Services

## Screening

The New York State Education Department requires certain screening exams for children at certain ages or grades as listed below. The New York State Department of Health also requires that your private health care provider reports and the school district collects information on your child's Body Mass Index (BMI) and Weight Status Category (WSC). You may fulfill these legal obligations by having your personal physician conduct the screening exams privately and then notifying the school nurse not to do the examinations. You will then present your child's private certificates to the school prior to screening dates. If you have not provided a certificate or notified the nurse of your plan to have the screenings done privately by the time the nurse conducts the school screenings, the district will follow NYS Education Department mandates and will conduct the screening as scheduled. Please communicate regularly with your school nurse to avoid confusion.

The following screening evaluations are conducted by the school nurse who will advise you of any concerns:

1. Distance visual acuity and near visual acuity for all new entrants and for children in prekindergarten, kindergarten, grades 1, 3, 5, 7 and 11 and at any other time deemed appropriate.
2. Color perception for all new entrants within six months of entrance.
3. Hearing acuity for all new entrants and for those in prekindergarten, kindergarten, grades 1, 3, 5, 7 and 11 and at any other time deemed essential.
4. Scoliosis screening (curvature of the spine) for girls in grades 5 and 7 and for boys in grade 9.

**New York State requires all students attending school to be immunized according to the chart below. State law no longer allows religious exemptions. Students who have not been immunized in the past must immediately begin the required immunization sequence and supply documentation that immunizations have been scheduled.**

## Physical Examinations

Physical examinations are state mandated in prekindergarten, kindergarten, grades 1, 3, 5, 7, 9 and 11 and for eligibility to participate in interscholastic sports. A health certificate signed by a duly licensed New York State physician must be provided to the Health Office for new entrants to the district or for any student entering in any of the above grades. Health appraisals need to be presented within 30 days of entry. They are valid for 12 months, through the last day of the month in which the physical was completed. It is recommended that students have their annual physical with their primary medical doctor since that person knows the child's health and medical history the best. Physical examinations are also available at school free of charge, if necessary. Examinations are conducted by the school physician/nurse practitioner on selected days during the school year.

## 2024-25 Required Immunizations for all Students

Vaccines	Prekindergarten (Day Care, Head Start, Nursery or Pre-k)	Kindergarten and Grades 1, 2, 3, 4 and 5	Grades 6, 7, 8, 9, 10 and 11	Grade 12
Diphtheria and Tetanus toxoid-containing vaccine and Pertussis vaccine (DTaP/DTP/Tdap/Td)	4 doses	5 doses or 4 doses if the 4th dose was received at 4 years or older or 3 doses if 7 years or older and the series was started at 1 year or older	3 doses	
Tetanus and Diphtheria toxoid-containing vaccine and Pertussis vaccine booster (Tdap)	Not applicable		1 dose	
Polio vaccine (IPV/OPV)	3 doses	4 doses or 3 doses if the 3rd dose was received at 4 years or older		
Measles, Mumps and Rubella vaccine (MMR)	1 dose	2 doses		
Hepatitis B vaccine	3 doses	3 doses or 2 doses of adult hepatitis B vaccine (Recombivax) for children who received the doses at least 4 months apart between the ages of 11 through 15 years		
Varicella (Chickenpox) vaccine	1 dose	2 doses		
Meningococcal conjugate vaccine (MenACWY)	Not applicable		Grades 7, 8, 9 and 10: 1 dose	2 doses or 1 dose if the dose was received at 16 years or older
Haemophilus influenzae type b conjugate vaccine (Hib)	1 to 4 doses	Not applicable		
Pneumococcal Conjugate vaccine (PCV)	1 to 4 doses	Not applicable		

# Programs in Our Schools

## Breakfast and Lunch Program

Breakfast and lunch will be available to all students at no charge for the entire school year. Those students wishing to participate in breakfast may go to the cafeteria or mobile breakfast cart in their building when they enter school each day.

A complete, nourishing lunch is available at all schools. In accordance with federal and state guidelines for nutrition, students are offered a choice of menu items daily. Menus are published monthly, are at each school and can be found on our website at [www.cccsd.org/nutritionalservices](http://www.cccsd.org/nutritionalservices). The prices for snack items for the 2024-25 school year will be posted on the website at the beginning of the school year.

In addition, there are provisions throughout the year for families that qualify for the free and reduced lunch program. Applications are available on the website or by calling the Director of Nutritional Services Robert Flynn at 293-1800 ext. 3330. Our hope is that families will take the time to fill out the application for opportunities throughout the school year for qualifying households. Snacks can be purchased daily with cash or checks made out to "Churchville-Chili School Lunch," or online at [www.myschoolbucks.com](http://www.myschoolbucks.com).

Parents are able to create a lunch account to see what each student is purchasing daily. You do not need to put any funds in this account to use it. We can also set up a student account to be used only for breakfast and lunches or can include snack and additional purchases your student wishes to make.

Look for more information on this and other programs on the Nutritional Service link of the district website, [www.cccsd.org](http://www.cccsd.org).

## Art Programs

The Arts are an important and essential part of the education of all students in the Churchville-Chili School District. The K-12 art department provides students with a comprehensive standards-based program in the visual arts. The district-wide commitment to the arts has resulted in many positive experiences and outcomes for our students as showcased in our annual district art shows. Our program's success has been acknowledged by local and state exhibitions, along with our student art portfolios consistently earning ratings above the global mean by the National College Board.

Art education begins in kindergarten, meeting once per week through fourth grade. Rich and rewarding experiences continue for students in grades 5-8. In ninth grade, students may elect to take courses such as Studio in Art or Media Arts to meet the NYS one-credit graduation requirement. The secondary art program provides an impressive range of advanced art electives including Advanced Placement and International Baccalaureate (IB) options. These electives include two levels of IB Visual Arts, Portfolio Prep/ AP Studio in Art, Drawing and Illustration, Painting, Photography, Sculpture, Ceramics, Digital Imaging and Advanced Computer Graphics and Design. Regardless of a student's age, our art program challenges students to develop and express their own creativity.

For more information contact the Office of Fine Arts at 293-1800 ext. 3520. Follow us on X (formerly Twitter) @CCCSDFineArts.

## Athletic Program

The Churchville-Chili Saints interscholastic athletic program includes sports for students in grades 7-12. These sports activities include: baseball, basketball, bowling, cheerleading, cross country, flag football, football, golf, ice hockey, indoor track, lacrosse, soccer, softball, swimming, tennis, track and field, unified basketball, unified bowling, volleyball and wrestling. The Saints participate in the Monroe County Public School Athletic Conference, Section V, and the New York State Public High School Athletic Association. It is our sincere hope that students will have a first class, positive experience and learn lifelong lessons as a result of their involvement in our program. The athletic department works to ensure our programs are the very best they can be.

For specific information on the policies and procedures for participants, please refer to the Athlete and Parent Handbook which can be found online at [www.cccsd.org/Athletics](http://www.cccsd.org/Athletics) or in the Athletic Office. You may also call Michael Murray, Director of Health, PE and Athletics at 293-1800, ext. 3110 or Chris Daly, 7-12 Athletic Coordinator, at 293-1800 ext. 3670.

All athletic team schedules and updates are available online at [www.sectionvny.org](http://www.sectionvny.org). You can also follow us on X (formerly Twitter): @CCCSDAthletics.

## Music Programs

The Churchville-Chili Music Department has distinguished itself throughout the years at local, state, national and international events. Our commitment is to bring the finest possible music education to our students throughout the school year.

Attending one of our excellent musical productions is an exciting event. Another annual music highlight is the Community Music Festival, which features performances by students from all of our schools and programs.

The music education of our students begins with classroom music instruction for all students in kindergarten and continues through grade 8. All students participate in chorus in grade 3 with the option to continue in grades 4-12. Beginning in grade 4, students may elect to begin studying an instrument with participation in band or orchestra. In grades 5-12, students can enhance their classroom music and ensemble experiences by choosing to participate in extracurricular jazz bands, show choirs, and/or musical theater productions. At the high school, music course offerings expand to include Piano, Guitar, Voice, Digital Music, AP Music Theory and IB Music.

For more information contact the Office of Fine Arts at 293-1800 ext. 3520. Follow us on Twitter @CCCSDFineArts.



# Opportunities for Community Involvement

## Booster Clubs

To contact the Music Boosters club, email [CCCHSMusicboosters@gmail.com](mailto:CCCHSMusicboosters@gmail.com)

To contact the Sports Boosters club, email President Kim Sinicropi at [ssbcpresident@cccsd.org](mailto:ssbcpresident@cccsd.org).

## Volunteers

The Churchville-Chili Central School District is looking to volunteers to assist teachers with literacy in kindergarten through fourth grade. Volunteers provide more attention to students who need it most, and teachers can always use an extra pair of hands.

Training will be provided to all volunteers; not only in the vocabulary and procedures that teachers use, but also on how best to work with students on reading and writing assignments with individuals or in small groups. An orientation to the school building will also be provided.

Sir Winston Churchill said, "We make a living by what we get, but we make a life by what we give." Please enrich your life by enriching the lives of young people in your community.

## Parent Organizations

### CESPA

Churchville Elementary School Parent Association

### CRSPTO

Chestnut Ridge School Parent Teachers Organization

### FRESPA

Fairbanks Road Elementary School Parent Association

### MSPTO

Middle School Parent Teachers Organization

If you would like information on becoming part of one of these organizations, please call the individual buildings.



## Continuing Education

The Continuing Education Program offers a variety of fee-based courses for community members looking to learn something new or focus on wellness. There are three main categories of courses; Aquatics, Driver Traffic and Safety Education, and General courses that are offered in four sessions (summer, fall, winter and spring) during the year. An online registration system can be accessed from the Continuing Education webpage on the district website at [www.cccsd.org/ContinuingEducation](http://www.cccsd.org/ContinuingEducation). The online registration system provides descriptions and details about what is currently being offered. Courses are held at various locations across the district. Churchville-Chili community members 50 and older can apply to receive a Golden Saints discount on many courses unless otherwise noted.

Are you passionate about a hobby or skill that you want to share with others? Consider teaching a class or two.

For more information, contact the Director of Continuing Education, Wendy Reese, at 293-1800 ext. 3075.

Follow us on X (formerly Twitter): [@CCCSDconted](https://twitter.com/CCCSDconted)

Follow us on Instagram: [@CCCSDconted](https://www.instagram.com/CCCSDconted)

## FLASH Network

Family Learning and Support for Home (FLASH) Network organizes a variety of programs for the parents and caregivers of our students.

Watch for announcements throughout the year with the dates and times of these events.

Do you have other topics you are interested in learning more about? Your suggestions are welcomed. Please contact Wendy Reese at 293-1800 ext. 3075.





# About Our Schools

## Registration and Assignment to School

Residents between the ages of 4 and 22 may attend Churchville-Chili public schools. District residence must be legally established by the time of admission by submitting one of the following:

- The legal home address of parents or guardians within district boundaries. For children placed in a foster home within the district boundaries, the foster caregiver must provide form DSS-2999 which is obtained from the Department of Social Services of the child's caseworker, before the child can be registered.
- The legal home address of a divorced parent with custody within district boundaries. Custody paperwork is required.

Valid evidence of residency is required for all new registrants, such as a mortgage statement or tax bill or, if renting, a formal lease agreement. For a complete listing of acceptable proof of residency, and/or to register, visit [www.cccsd.org/Registration](http://www.cccsd.org/Registration) or contact the Registrar at 293-1800 ext. 2041 or [registrar@cccsd.org](mailto:registrar@cccsd.org).

## Kindergarten Registration

Children are eligible to enroll in kindergarten if their fifth birthday falls on or before December 1 of that calendar year. You will receive a letter in the mail when it is time to register for the fall.

Please call the registrar at 293-1800 extension 2041, to be sure we have your address on file. A birth certificate, proof of immunizations, an up-to-date physical, and proof of residency are required. Those families living in the district who have completed a census card will automatically receive registration information from the elementary school. Families new to the district should contact the registrar at 293-1800 ext. 2041 or visit our website at [www.cccsd.org/registration](http://www.cccsd.org/registration).

## Lottery-based UPK Program

The Churchville-Chili School District offers a lottery-based Universal Prekindergarten (UPK) program. The program supports approximately 90 children in our school district who will be 4 years old by December 1 of the upcoming school year. This UPK opportunity is available at no cost to families who reside within the Churchville-Chili Central School District.

There are five full-day classrooms, located in our elementary schools. Students attend five days/week and follow the Churchville-Chili school calendar. Selection for the program is based upon a random lottery drawing, and we cannot guarantee placement at a select school as there are a limited number of spaces available at each building.

In order to be considered, parents must complete an online application. The application will be open from mid-November through the first week of January each school year, with a livestreamed lottery drawing in late January. Our lottery is random; therefore, all applications whether received the first hour they were available or the last hour before the deadline will have an equal chance.

Completing the application does not guarantee acceptance into this program. Parents on the waitlist will be notified should a space become available.

## Admission Requires:

- A physician's verification of the child's immunization against Diphtheria, Tetanus, Poliomyelitis, Haemophilus Influenza Type B, Hepatitis B, Measles, Mumps, Rubella and Chicken Pox. The Pertussis booster is also required for students born on or after Jan. 1, 1994 and entering grade 6.
- A birth certificate as verification of date of birth.
- A copy of a physical examination by your child's pediatrician is required for all students new to the district and for children entering prekindergarten, kindergarten, and grades 1, 3, 5, 7, 9 and 11.

Students who move into the district can register at any time at the District Office located at 139 Fairbanks Road, door 26.

For registration requirements and information on which school a new student will attend, contact the registrar at 293-1800 ext. 2041, email [registrar@cccsd.org](mailto:registrar@cccsd.org), or visit [www.cccsd.org/Registration](http://www.cccsd.org/Registration).

Students are assigned to a designated school serving their residential area.

Personal information is handled confidentially. Change of a student's personal status should be reported to the principal, assistant principal or counselor in the school office in advance and include the following changes in status:

- Moving (within or out of the district)
- Telephone number change
- Name change (family or individual)
- Temporary residence change due to family emergency
- Other situations (extended vacations, trips abroad, homeless students, etc.)



# About Our Schools

## Special Education

The goal of Churchville-Chili's Special Education program is to provide appropriate educational services to students with disabilities in the least restrictive environment (LRE). When a disability is suspected, a comprehensive assessment is required. This includes a physical, a psycho-educational evaluation, a social history and classroom observations. If the student is found to have a disability requiring an Individualized Education Plan (IEP), the Committee on Special Education (CSE) recommends appropriate programs and services that range in intensity and frequency, depending on the student's needs. For further information, contact the school principal or the Assistant Superintendent for Student Services, Nicole Livingston-Neal, at 293-1800 ext. 2460.

## Staff Qualifications

Schools receiving Title I funds are required to notify parents of their right to request information regarding professional qualifications of their child's teachers and teaching assistants. If you wish to receive information regarding professional qualifications of your child's classroom teachers and teaching assistants, contact the Assistant Superintendent for Human Resources, Larry Vito, at 293-1800 ext. 2320 or by email at [lvito@cccsd.org](mailto:lvito@cccsd.org).

## Title I Parent Appeal Procedures

Churchville-Chili Central School District has adopted the following procedures for receiving and resolving complaints and for reviewing appeals from decisions of Local Education Agencies.

Districts must disseminate, free of charge, adequate information about the State Complaint and Appeal Procedures to parents of students and appropriate private school officials or representatives. For more information, please contact the Assistant Superintendent for Instruction, Giulio Bosco, at 293-1800 ext. 2310 or by email at [gbosco@cccsd.org](mailto:gbosco@cccsd.org).



## Safety Tips for Parents

The assistance of parents is needed in helping to protect students in our school district. To ensure the safety of children entering and leaving school, it is essential that traffic patterns, parking areas and safety procedures be strictly followed by everyone. Children's safety should never be sacrificed for momentary convenience.

Below are some safety tips to remember when driving on school grounds to drop off/pick up a child or to visit the school for any other reason.

- Please use only the designated parent area when dropping off or picking up your child. Do not enter the bus loading area at any time - this can be very hazardous to your own child as well as to others.
- Please drive slowly and cautiously, adhering to the posted speed limit, on and near school grounds.
- It is illegal to pass a stopped school bus with its red lights flashing - including on school grounds. This is a serious violation of Vehicle and Traffic Law and can result in a substantial fine, jail time or both.
- Running, pushing or playing near school buses or other vehicles on school grounds can result in a serious accident. Your reinforcement of school site rules with your own child will help us ensure their safety.
- When dropping off or picking up a child you must park in the visitor lot and bring your photo ID inside with you.
- Please observe the signs requesting you to sign in and out of the main office no matter how many times you visit or volunteer in the school.
- Wear the identification tag provided when you sign in and return it when you leave.
- Notify us of any safety issues by calling the school's main office or the Safe School Helpline at 1-800-418-6423 ext. 359.



# About Our Schools

## Student Conduct

The Board of Education is committed to providing a safe and orderly school environment free of harassment and bullying where students may receive, and Churchill-Chili District personnel may deliver, quality educational services without disruption or interference. Responsible behavior by students, district personnel, parents and other visitors is essential to achieving this goal.



It is recognized that a strong instructional program is often the best method for maintaining appropriate behavior. Restorative practices build respect and community, resolve conflicts and repair harm caused by wrongdoing.

Discipline and interventions are most effective when they deal directly with the problem at the time and place it occurs, and in a way that students view as fair and impartial. District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline.

All interventions and consequences will be clear, fair and consistent so as to be the most effective in changing student behavior. In determining the appropriate action, district personnel will consider the following:

- the student's age and/or development
- the nature of the offense and the circumstances which led to the offense
- the student's prior disciplinary record
- the effectiveness of other forms of discipline
- information from parents, teachers and/or others, as appropriate
- other extenuating circumstances

As a general rule, discipline will be progressive and build student assets. This means that a student's first violation will usually merit a lighter penalty than subsequent violations.

If the conduct of a student is related to a disability or suspected disability, the student shall be referred to the Committee on Special Education and Discipline. If warranted, consequences shall be administered consistent with the separate requirements of the Code of Conduct for disciplining students with a disability or presumed to have a disability. A complete copy of the Code of Conduct can be found on the district website at [www.cccsd.org/cccodeofconduct](http://www.cccsd.org/cccodeofconduct).

## Support Services

### Psychological Services

District Psychological Services provide formal and informal assessment of individual students in consultation with school staff, parents and students. The purpose of these services is to assist in designing appropriate support systems, instructional interventions, social-emotional learning opportunities and behavioral supports to meet students' learning needs.

### School Crisis Teams

School Crisis Teams coordinate immediate intervention and response efforts in the event of a school crisis. These teams, which consist of school staff members, have been trained in Therapeutic Crisis Intervention in Schools in accordance with the district's School Safety Plan.

### Speech/Language Services

Speech/Language Services are provided to facilitate language development for students whose language is delayed or impaired. These services are available to students based on recommendations made by the Committee on Special Education (CSE) or the 504 Committee.

### Occupational/Physical Therapy Services

OT/PT Services provide support to identified students at the K-12 level. Services consists of direct therapy, consultation and support for classroom teachers to assist them in providing an appropriate environment for students with specific plans.

### Counseling

Counselors are available at each school to work with parents, faculty and other school staff to promote problem solving development in students.

### Multi-tiered Systems of Support

Multi-Tiered System of Support teams review student data to plan and implement supports and interventions that meet students' academic, emotional, behavioral and/or social emotional needs. Teachers, speech therapists, counselors, psychologists and administrators work with referred students and families to promote academic success and enhance communication between home and school. For more information, contact the school principal.

### Restorative Practices

Restorative practices - informal and formal - reflect a philosophy that all communities are based on relationships. The stronger the relationships become the less likely wrongdoing will occur and the more likely wrongdoing can be repaired if it does occur.





# About Our Schools

## Transportation

The Churchville-Chili Central School District's Transportation Department maintains a fleet of 100 buses that travel over 1,370,000 miles a year, transporting approximately 4,300 Churchville-Chili students, including private, parochial and handicapped students.

Buses are provided by the district for safe, efficient transportation of all students to and from school each day. The drivers have the responsibility of making sure that the bus delivers the children safely to their destinations. The riders (students) have the responsibility of cooperating with the bus conduct guidelines. These guidelines fall into two basic categories: safety and courtesy.

**Safety:** All behavior on the bus should ensure the personal safety of all bus riders. Riders should not bring anything onto the bus that is breakable, too large to fit under the seat or dangerous. Riders should quickly find a seat and remain in it throughout the ride. All parts of the rider's body should remain inside the windows at all times.

**Courtesy:** All bus riders are expected to be considerate of other riders and the driver. Noise needs to be maintained at the driver's comfort level. Foul language is not permitted. All riders must obey the driver.

Consequences for repeated or serious inappropriate behavior on the bus may result in suspension from riding the bus for a period of time during which the family must provide transportation to and from school.

## Student Privacy

The district reserves the right to use student directory information (name, grade level, building, participation in activities, awards etc.) to publicize student accomplishments (which may occur in the form of photographs or videos with names and a written summary in the district or building newsletters, website, social media platforms, television, radio or local newspapers) as well as to create student data accounts (ex.: Google Apps for Education, etc.). In order to exclude your child from participating in any form of publicity for the current school year, please complete the Internal/External News Media Exclusion Form (3110F) found in your orientation packet and return to the main office of your child(ren)'s school.

## Military Recruiting – Access to Information and Students

In compliance with the Elementary and Secondary Education Act of 1965, as amended by the No Child Left Behind Act of 2001 and the National Defense Authorization Act, the district shall comply with a request by a military recruiter for secondary students' names, addresses and telephone listings, unless a parent has opted out of providing such information to third parties pursuant to the district's annual directory information notification under Board Policy 7242. The district shall also provide military recruiters the same access to secondary students as provided generally to post-secondary educational institutions or to prospective employers of those students.

## Transportation to Day Care Providers

In an effort to accommodate parents who use a babysitter, day care center or latch key center for children enrolled in our schools, the following policy has been established:

1. All requests for transportation to and/or from a babysitter, day care center or latch key center must be submitted in writing to the Transportation Department prior to **April 1** of each year or within 30 days of moving into the district. Requests received after transportation routes are established will be approved on a "space available" basis.
2. The district will transport students to unlicensed babysitter homes/centers only within the same school attendance area of the residency of the parent and on one of the district's established bus routes. However, students can be transported to any licensed day care center within district boundaries.
3. The district requires that the babysitter or day care center arrangement be on the basis of five days per week at the same location for the entire school year or the same designated days per week.

For more information, contact the Director of Transportation Todd Shero at 293-4544 or 293-1800 ext. 2630.

Transportation Department  
3461 Westside Drive  
Churchville, N.Y. 14428  
Hours: 6 a.m. to 5 p.m.

## COPPA

The Children's Online Privacy Protection Rule (COPPA) provides parental control over what information is collected online from children under 13. COPPA requires website and app operators to get verifiable parental consent before collecting personal information online from children under 13. It also permits educational institutions to act as the parent's agent to consent to the collection of student information on the parent's behalf for educational purposes only.

Churchville-Chili maintains a strict approval process to ensure selected sites and services align with district instructional practices and instructional needs and maintains strict data privacy and security policies in the use of student accounts and personally identifiable information. Visit the COPPA page on the district website for more detailed information about this online, legal requirement  
<https://www.cccsd.org/childrenonlineprivacyprotectionrulecoppa>

## Access to Student Records

The Churchville-Chili School District complies with the Family Educational Rights and Privacy Act. Parents/guardians of a student under the age of 18 have access to their child's school records. A student 18 or older has access to their own school records. Eligible students wishing to gain access to student records need to contact the appropriate school for further information.

# About Our Schools

## Challenge to Student Records

Parents/guardians of a student under the age of 18 or a student 18 years of age or older who is attending an institution of post-secondary education, shall have an opportunity for a hearing to challenge the content of the school records, to ensure that the records are correct and to provide an opportunity for the correction or deletion of any such inaccurate, misleading or otherwise inappropriate data contained therein.

## Asbestos Notice

The Churchville-Chili Central School District is required to maintain a list of asbestos management plans, current or planned asbestos inspections, response actions and post-response actions.

If you wish to receive this information, contact the Director of Operations and Maintenance, Dennis Draper, at 293-1800 ext. 2410.

## Use of Facilities

The district makes its school facilities available for community use. Priority goes to programs for school functions and students. Please contact the Operations and Maintenance office at 293-1800 extension 2360 to request a building use application. Facility Usage forms can also be found under District Policies - Series 3000 community Relations - Form 3280F.



## Non-Discrimination Notice

The Churchville-Chili Central School District hereby advises students, parents, employees and the general public that it offers employment, educational and vocational opportunities without regard to sex, sexual orientation, age, marital status, military status, veteran status, political affiliation, race, color, creed, religion, national origin, citizenship, ancestry, predisposing genetic characteristic, domestic violence victim status, gender identity or non-conformity, disability, or any other status protected by law. Inquiries regarding this non-discrimination policy may be directed to:

Title IX Coordinator  
Churchville-Chili Central School District  
139 Fairbanks Road  
Churchville, N.Y. 14428  
(585) 293-1800 x 2320

Section 504 Coordinator  
Churchville-Chili Central School District  
139 Fairbanks Road  
Churchville, N.Y. 14428  
(585) 293-1800 x 2460

Non-Discrimination Grievance Procedures can be accessed on the Human Resource page of the district website at [www.cccsd.org](http://www.cccsd.org).

## Dignity for All Students Act

New York State's Dignity for All Students Act (The Dignity Act) seeks to provide the state's public elementary and secondary school students with a safe and supportive environment free from discrimination, intimidation, taunting, harassment and bullying on school property, a school bus and/or at a school function. In addition, the Dignity Act prohibits harassment, bullying and/or discrimination that occurs off school property where such acts create or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that such acts might reach school property. This also includes cyberbullying, which is defined as harassment or bullying which occurs through any form of electronic communication.

The Dignity Act was signed into law on Sept. 13, 2010, to be effective on July 1, 2012. Amendments to the Dignity Act became effective on July 1, 2013.

The Dignity Act also amended Section 801-a of New York State Education Law regarding instruction in civility, citizenship and character education by expanding the concepts of tolerance, respect for others and dignity to include: an awareness and sensitivity to harassment, bullying, discrimination and civility in the relations of people, including but not limited to, different races, weights, national origins, ethnic groups, religions, religious practices, mental or physical abilities, sexual orientations, gender identity and sexes. In addition, curriculum includes instruction in the safe, responsible use of the Internet and electronic communications.

In accordance with the Dignity Act, the district will take necessary steps to address matters related to harassment, bullying and/or discrimination of students. If you have questions/concerns related to suspected harassment, bullying and/or discrimination of students or if you wish to make a report, please contact your school principal.