



Special Education

WELCOME KIT

2024 - 2025

Table of Contents

- Special Education Program Location & Telephone List
- Special Education School Hours
- Acceptable Use Guidelines for Computers
- Parent/Guardian Permission for Use of Internet – **Please sign and return**
- Family Education Rights and Privacy Act
- Hearing Impairment Accommodation
- IEP Day Letter to Parent/Guardian
- Medical Emergency Authorization Form - **Please complete and return**
- Medical Restriction Form
- Pesticide Notification & Application - **Please complete and return**
- Release of Information
- Student Image Release Form - **Please complete and return**
- Military Recruiters and Institutions of Higher Learning Opt Out Form
- School Lunch Program

Special Education Program Location & Telephone List 2024 – 2025

SCHOOL	PHONE NUMBER	EXT.	PRINCIPAL or ADMINISTRATOR	ASSISTANT PRINCIPAL
SPECIAL EDUCATION DIRECTOR'S OFFICE:				
	845-291-0200	10210	James Higgins	
	845-291-0200	10220	Keith Sullivan	
EMANUEL AXELROD EDUCATION CENTER:				
Raymond C. Cramer Program	845-291-0200	10280	Kelley O'Neill	Lauren Miller
Liberty Elementary Program / IDT	845-291-0200	10230	Meghan Gildea	
STRIVE	845-291-0200	10290	Jodie Maassen	Lydia Woodard
John A. Flannery (Middle School and High School)	845-291-0200	10260	Barbara Gasperetti	Lydia Woodard
REGIONAL EDUCATION CENTER AT ARDEN HILL:				
Marguerite A. Flood (Middle School and High School)	845-291-0200	10605	Jennifer Lepore	Cynthia Brescia
Academy at Arden Hill (Middle School and High School)	845-291-0200	10605	Jennifer Lepore	Cynthia Brescia
IDT / RESTART	845-291-0200	10605	Jennifer Lepore	Cynthia Brescia
SATELLITE PROGRAMS:				
Chester Academy GED / Newcomer GED / Newcomer Program (Secondary)	845-469-3995		Barbara Gasperetti	Lydia Woodard
Goshen Main Street Middle School / SPARC Middle School	845-291-0200	10661	Kelley O'Neill	Marissa Carlton
Including Communities Program	845-291-0200	10290	Jodie Maassen	Lydia Woodard
Middlehope Elementary / SPARC Elementary	845-291-0200	10950	Meghan Gildea	Suzanne Arrington
Minisink Satellites (Middle School and High School, Otisville Elementary)	845-355-5815		Pilar Rocha	
Pine Island Elementary / Newcomer Program (Elementary)	845-291-0200	10670	Kelley O'Neill	Marissa Carlton

**2024 – 2025
ORANGE-ULSTER BOCES
SPECIAL EDUCATION
LOCATIONS and HOURS**

	BEGINS	DISMISSES
Amy Bull Crist Campus Emanuel Axelrod Education Center 53 Gibson Road, Goshen John A. Flannery Middle School John A. Flannery High School Liberty Elementary Program Raymond C. Cramer Program STRIVE IDT (Elementary)	8:30 a.m.	2:30 p.m.
Regional Education Center at Arden Hill 4 Harriman Drive, Goshen Marguerite A. Flood Middle School Marguerite A. Flood High School Academy at Arden Hill Middle School Academy at Arden Hill High School IDT (Secondary) RESTART	8:12 a.m.	2:08 p.m.
SATELLITE PROGRAMS:		
Chester Academy 64 Hambletonian Avenue, Chester GED (AM 8:00 am – 12:00 pm PM 10:00 am – 2:00 pm) Newcomer GED (AM 8:00 am – 12:00 pm) Newcomer Program (Secondary)	8:00 a.m.	2:00 p.m.
Goshen Main Street Middle School 227 Main Street, Goshen SPARC (Secondary)	8:00 a.m.	2:00 p.m.
Including Communities Program 129 West Main Street, Suite 2, Goshen	8:05 a.m.	2:05 p.m.
Middlehope Elementary 62 Overlook Drive, Newburgh SPARC (Elementary)	8:30 a.m.	2:30 p.m.
MINISINK		
Minisink Middle School 2320 Route 6, Slate Hill	7:55 a.m.	1:55 p.m.
Minisink High School 2320 Route 6, Slate Hill	8:00 a.m.	2:00 p.m.
Otisville Elementary School 2525 Mount Hope Road, Otisville	8:20 a.m.	2:20 p.m.
Pine Island Elementary 20 School House Road, Pine Island Newcomer Program (Elementary)	8:00 a.m.	2:00 p.m.

Orange-Ulster BOCES

Student Acceptable Use Guidelines for Computers

Introduction

The Orange-Ulster BOCES has established a computer network and is pleased to offer Internet access for student use. This will allow students access to a variety of Internet resources. In order for students to use the Internet, students and their parents or guardians must first read and understand the following acceptable use guidelines.

Acceptable Uses

1. The computer network in the Orange-Ulster BOCES has been set up in order to allow Internet access for educational purposes. This includes classroom activities, research activities, and the exchange of project-related ideas with other classes. This may include participation in the JASON Project, National Geographic Kids Network or other established programs.
2. Students will have access to the Internet via school computers.
3. Student use of the Internet is contingent upon parent/guardian permission in the form of a signed copy of this Acceptable Use Policy. Parents/guardians may revoke approval at any time.
4. Material created and/or stored on the system is not private. School administrators and appropriate staff may review the system from time to time to ensure that the system is being used properly. For this reason, students should expect that any work created and/or stored on the network may be viewed by a third party.
5. Assigned passwords should be kept private. Accounts and/or passwords may not be shared.
6. Computer users are expected to adhere to the safety guidelines listed below.

Safety Guidelines for Students

1. Never give out your last name, address, or phone number, and never post your photograph.
2. Never agree to meet in person with anyone you have met online unless you first have the approval of a parent or guardian.
3. Notify an adult immediately if you receive a message that may be inappropriate or if you encounter any material that violates this Acceptable Use Policy.

Unacceptable Uses

1. The network may not be used to download, copy, or store any software, shareware, or freeware without prior permission from BOCES staff. The students are not permitted to disable any security or Anti-Virus software.
2. The network may not be used for "commercial" purposes.
3. Use of the network for "advertising" or political lobbying is prohibited.
4. The network may not be used for any activity, or to transmit any material, that violates the United States or local laws. This includes, but is not limited to, illegal activities such as threatening the safety of another person or violating copyright laws.
5. Computer users may not use vulgar, derogatory, or obscene language. Users may not engage in personal attacks, harass another person, or post private information about another person.
6. Computer users may not log on to someone else's account or attempt to access another user's files. "Hacking" or otherwise trying to gain access to another person's or organization's computer system is prohibited.
7. Computer users may not access Web sites, news groups, or any chat areas that contain material that is obscene or that promotes illegal acts. If a user accidentally accesses this type of information, he or she should immediately notify BOCES staff.
8. Computer users may not engage in "spamming" (sending email to more than 10 people at the same time) or participate in chain letters.

Violation of Acceptable Use Guidelines

Students violating the above policy will be dealt with on an individual basis. Students may lose computer and/or network privileges or face legal action where federal or state laws are violated.

ADMINISTRATION

Deborah McBride Heppes
Chief Operating Officer

Kerri B. Stroka
Deputy Superintendent

Mark P. Coleman
Assistant Superintendent
Finance and Management Services

Thomas M. Bongiovi
District Superintendent



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Clerk of the Board

2024-2025 Parent/Guardian Permission for Use of the Internet

Please Sign and Return

I have read and understand the information contained in the “Acceptable Use Guidelines for Computers” about appropriate use of the Internet at the Orange-Ulster BOCES. I understand that this form will be kept on file at the school. I give my child permission to access the Internet as outlined in the policy.

Parent/Guardian Name (print) _____

Parent Guardian Signature _____ Date _____

Student Name (print) _____

Student Signature _____ Date _____

Name of Program in Which Student is Registered _____

Permission for Publication of Student Work/Pictures

I give permission for my child’s work to be published on the Internet as part of the school curriculum. I understand that the child will be identified by first name only.

Parent/Guardian Name (print) _____

Parent Guardian Signature _____ Date _____

ADMINISTRATION

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Clerk of the Board

Notice of Family Education Rights and Privacy Act

September 2024

Dear Parents and Guardians:

This is to advise you of your rights with respect to your child's school records pursuant to the Federal Law known as the "Family Education Rights and Privacy Act of 1974." Under the provisions of this law, parents of a student under 18 (or a student who is 18 years of age or older) have a right to inspect and review any and all official records, files and data directly related to their child (or themselves) including all material that is incorporated into the student's cumulative record folder and intended for school use or to be available to parties outside the school or school system, and specifically including, but not necessarily limited to: identifying data, academic work completed, level of achievement scores on standardized, intelligence, aptitude and psychological tests, interest inventory results, health data, family background information, teacher or counselor ratings and observation and verified reports of serious or recurrent behavior patterns.

Parents and students are also entitled to an opportunity for a hearing to challenge the content of such records, to ensure that they are not inaccurate, misleading or otherwise in violation of the privacy or other rights of students, and to provide an opportunity for the correction or deletion of any such inaccurate, misleading or otherwise inappropriate data contained therein. Any questions concerning the procedure to be followed in requesting such a hearing should be directed to James Higgins, Director of Special Education, Orange-Ulster BOCES, 53 Gibson Road, Goshen, New York 10924.

Student records and any material contained therein which is personally identifiable, with the exception of "directory information," (see the enclosed Parent Notification Regarding the Release of Information) are confidential and may not be released or made available to persons other than parents or students without the written consent of such parents or students (if over age 18). There are a number of exceptions to this rule such as: Court Orders, other school employees, other schools that have requested records for any student who is enrolled or seeks, intends, or is instructed to enroll in the school, certain State and Federal officials, etc. who have a legitimate educational need to access such records in the course of their employment or normal duties and responsibilities.

The following procedures shall be applicable for making student records available to parents of students under eighteen years of age or to a student eighteen years of age or older:

- A. All student records shall be available only during regular office hours from the office of the appropriate Program Director within BOCES.
- B. Such records shall be attainable only from those administrators and other personnel designated by the District Superintendent of Schools through a written request specifically outlining the material to be reviewed.
- C. Any document included in the student record folder may be examined within the said offices of the BOCES and may not be removed there from, provided such records are not then in use or needed by the office personnel in the discharge of their regular office duties.
- D. Documents may be copied by photocopier or other mechanical devices at a cost of 25¢ per face of each document.
- E. Parents who wish to challenge the content of their child's school records shall identify in writing the record or records, which they believe to be inaccurate, misleading or otherwise in violation of the privacy or other rights of the student, together with a statement of the reasons for their challenge to the record. This written challenge shall be submitted to the Program Director for a reply.
- F. The Director shall provide a written response to a parental challenge within fifteen (15) working days of receipt of that challenge.
- G. If a parent requests a hearing following the written response of the Director, it shall be granted within thirty (30) working days by the District Superintendent or his designee. Upon completion of the hearing, a written decision shall be rendered within ten (10) working days by the official before whom the hearing was held. A copy of the decision will be mailed to the person(s) requesting the hearing and one copy will be affixed to the records of the student in question.

If you have any question regarding the provisions of the Family Educational Rights and Privacy Act or the BOCES policy with respect to this law, please do not hesitate to contact my office.

Sincerely,

James Higgins

James Higgins, Ed.D.
Director of Special Education

ADMINISTRATION

Deborah McBride Heppes
Chief Operating Officer

Kerri B. Stroka
Deputy Superintendent

Mark P. Coleman
Assistant Superintendent
Finance and Management Services

Thomas M. Bongiovi
District Superintendent



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Clerk of the Board

Hearing Impairment Accommodation

September 2024

Dear Parents and Guardians:

If you have a hearing impairment that prevents meaningful participation in school related meetings or activities, the Orange-Ulster BOCES will provide interpreter services or reasonable accommodations to assist in participation at your child's educational program.

The Cooperative Board will provide, at no cost to the parent, an interpreter of the deaf for all school meetings and activities that are specific to the academic and/or disciplinary aspects of the child's educational program.

For all school meetings and activities conducted by the Cooperative Board and open to the public, the BOCES will provide interpreter services or reasonable accommodations at no cost to the parent, if the BOCES is notified of the need for such service by the parent at least **FIVE WORK DAYS** prior to the event.

If you have a hearing impairment and would like additional information regarding the available services, please contact:

James Higgins
Director of Special Education
Orange-Ulster BOCES
53 Gibson Road
Goshen, New York 10924

or call (845) 291-0200 ext. 10210

Sincerely,

James Higgins

James Higgins, Ed.D.
Director of Special Education

ADMINISTRATION

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Division of Special Education

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Director
845-291-0200
ext. 10210

Keith Sullivan
Assistant Director
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ext. 10220

Principals

Barbara Gasperetti
Meghan Gildea
Jennifer Lepore
Jodie Maassen
Kelley O'Neill
Pilar Rocha

Assistant Principals

Suzanne Arrington
Cynthia Brescia
Marissa Carlton
Lauren Miller
Lydia Woodard

Transition Coordinator

Veronique Dietrich

September 2024

Dear Parent/Guardian:

This letter is to inform you that all BOCES Special Education Classes will be closed all day on **Friday, January 10, 2025 and Friday, January 17, 2025**. This closing is for teachers and support staff to develop Individual Education Plans for the upcoming 2025-2026 school year. Special Education students who attend CTE classes will be excused and the GED Program will not meet. This closing includes students who attend the BOCES classes at Including Communities Program, Goshen Main Street, Marguerite A. Flood Middle and High Schools, Academy at Arden Hill, Middlehope Elementary, Minisink Valley (High School, Middle School and Otisville Elementary School), Newcomer Program, Restart, IDT, SPARC, and Warwick (Sanfordville Elementary) as well as the programs at the Special Education Center in Goshen.

Please be sure to mark your calendar that there will be **no school** on **Friday, January 10, 2025 and Friday, January 17, 2025**. In the event that snow causes buildings to be closed for staff on either of these days, the **snow date** for these IEP Development days will be **Monday, January 27, 2025**.

This letter is only for Special Education students. It **does not apply** to the CTE programs.

Thank you for your continued support and cooperation.

Sincerely,

James Higgins

James Higgins, Ed.D
Director of Special Education

JH:pw

MEDICAL EMERGENCY AUTHORIZATION FORM 2024-2025

The **Orange-Ulster BOCES** Special Education Program must have parental permission to provide emergency medical treatment to your child in the event an accident occurs during school hours. This form will be used **only** if a parent or the adult(s) listed below cannot be reached. **Orange-Ulster BOCES** student accident insurance pays only for costs **NOT** covered by your family insurance. Your health insurance policy number will be needed by the hospital before your child can be treated. Please provide the information below promptly so that we can provide medical attention as quickly as possible in the event of an emergency. Please call the **BOCES** Health Office if you have any questions. Thank you.

Student: _____ **DOB:** _____

Address: _____ **District:** _____

(City)

(State)

(Zip Code)

*** In case of emergency, please list the order in which you would like us to contact the following ***

1 st Person Contacted	Parent/Guardian	Relationship to student	Telephone by order of preference	Home/Work/Cell
	Contact lives with student? <input type="checkbox"/> Yes <input type="checkbox"/> No		1)	
			2)	
			3)	

E-Mail: _____

2 nd Person Contacted	Parent/Guardian	Relationship to student	Telephone by order of preference	Home/Work/Cell
	Contact lives with student? <input type="checkbox"/> Yes <input type="checkbox"/> No		1)	
			2)	
			3)	

E-Mail: _____

3 rd Person Contacted	Other	Relationship to student	Telephone by order of preference	Home/Work/Cell
	Contact lives with student? <input type="checkbox"/> Yes <input type="checkbox"/> No		1)	
			2)	
			3)	

E-Mail: _____

Health Care Provider: _____ **Phone No.:** _____

Medication (Include name, dosage, time): _____

Medical Conditions/Problems: _____

Allergies (asthma, etc.): _____

Special Equipment: _____

Private Medical Insurance (name, policy number): _____

Medicaid Medical Insurance (name, policy number): _____

My signature below authorizes Orange-Ulster BOCES to release my child's confidential information to school staff or other persons who have a need to know: teacher, principal, nurse, school district transportation director and school bus driver as needed, to provide safe transport to and from school. All other student information and records will be kept in a confidential manner and will not be released without written authorization of parents or guardians.

Parent/Guardian Signature: _____ **Date:** _____



**ORANGE-ULSTER BOCES HEALTH SERVICES MEDICAL RESTRICTION FORM
2024-2025**

Student's Name: _____ DOB: _____ Date: _____

TO: HEALTH CARE PROVIDERS – Please indicate which, of the following applies to this student and the medical reason for any restriction. Thank you.

A) **NO RESTRICTIONS** - *Restrictions required for school activities or physical education.*

-OR-

B) **ADAPTIVE PHYSICAL EDUCATION** - *Student may participate in all school activities that have been adapted to meet the special needs of each student.*

Students who have limitations and/or who are physically challenged routinely have adaptations to their school programs. Students do not need to be restricted further **unless there are additional medical problems.**

-OR-

C) **SEIZURE PROTOCOL ACTIVITY LEVEL**

*(Only for Students Diagnosed With Seizures-please check box)

CATEGORY 1 Student has a history of seizures. Student can participate in all in school activities.

Last seizure activity _____ years.

CATEGORY 2 Student has a history of seizure that requires direct supervision by staff when student is using elevated, rotational equipment or engaged in activities that involve heights or climbing.

OTHER Please describe what limitations the student requires in order to maintain their safety.

-OR-

D) **PHYSICAL EDUCATION RESTRICTION (other than for seizures)**

***Please check the activities the student is not to participate in:**

Contact/Collision	Limited Contact/Impact	Strenuous Non Contact	Non Strenuous Non Contact	Non Strenuous (Individual)
Floor Hockey <input type="checkbox"/>	Basketball <input type="checkbox"/>	Badminton <input type="checkbox"/>	Archery <input type="checkbox"/>	Batting <input type="checkbox"/>
Soccer <input type="checkbox"/>	Softball <input type="checkbox"/>	Horseback <input type="checkbox"/>	Bowling <input type="checkbox"/>	Crawling <input type="checkbox"/>
Touch Football <input type="checkbox"/>	Volleyball <input type="checkbox"/>	Shop <input type="checkbox"/>	Golf <input type="checkbox"/>	Hop/Jump <input type="checkbox"/>
		Swimming <input type="checkbox"/>	Ping Pong <input type="checkbox"/>	Kicking <input type="checkbox"/>
		Track <input type="checkbox"/>	Shuffle Board <input type="checkbox"/>	Skipping <input type="checkbox"/>
			Walking <input type="checkbox"/>	Throwing <input type="checkbox"/>

ABLE is an adventure bases learning experience involving a classic ropes course of climbing. Students wear full harness, helmet and have adults spotting them.

Restricted Until: _____ Diagnosis: _____

Telephone No: _____ Address: _____

Signature: _____ Print Name: _____ Date: _____

Form must be completed & signed by Physician, Nurse Practitioner, or Physicians Assistant licensed to practice in NYS

ADMINISTRATION

Deborah McBride Heppes
Chief Operating Officer

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Clerk of the Board

Dear Parent, Guardian, and School Staff,

New York State Education Law Section 409-H, effective July 1, 2001, requires all public and nonpublic elementary and secondary schools to provide written notification to all persons in parental relation, faculty, and staff regarding the potential use of pesticides periodically throughout the school year.

Orange-Ulster BOCES is required to maintain a list of persons in parental relation, faculty, and staff who wish to receive 48-hour prior written notification of certain pesticide applications. The following pesticide applications are not subject to prior notification requirements:

- a school remains unoccupied for a continuous 72-hours following an application;
- anti-microbial products;
- nonvolatile rodenticides 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;
- boric acid and disodium octaborate tetrahydrate;
- the application of EPA designated biopesticides;
- the application of EPA designated exempt materials under 40CFR152.25;
- the use of aerosol products with a directed spray in containers of 18 fluid ounces or less when used to protect individuals from an imminent threat from stinging and biting insects including venomous spiders, bees, wasps, and hornets.

In the event of an emergency application necessary to protect against an imminent threat to human health, a good faith effort will be made to supply written notification to those on the 48-hour prior notification list.

If you would like to receive 48-hour prior notification of pesticide applications that are scheduled to occur in your school, please complete the attached form and return to your student's program or directly to our Health & Safety Department at Orange-Ulster BOCES, 53 Gibson Road, Goshen, NY 10924. Please feel free to contact them should you have any further questions or concerns. Telephone (845) 781-4887, Fax (845) 291-0548, or e-mail maureen.doherty@ouboces.org.

Request for Pesticide Application Notification 2024-2025

Student's Location (check one):

- Emanuel Axelrod Education Center (Special Ed on Main Campus)
- Career & Technical Education Center (CTE on Main Campus)
- Regional Education Center at Arden Hill (Special Ed/CTE Satellite)
- Middlehope Elementary School
- Other Satellite* _____ (specify location/program)
(PRINT)

Student's Program: _____

Student's Name (PRINT)		Home Address: _____ (PRINT) Street		
_____	_____	_____	_____	_____
First	Last	City	State	Zip Code
Day Phone: _____		E-Mail Address (optional): _____		
Evening Phone: _____				
Cell Phone: _____				

*Other Special Education Satellites include:

- Chester Academy
- Goshen Main Street - 227 Main Street
- Goshen Building Communities – 129 West Main Street
- Minisink Valley MS/HS/Otisville
- Warwick Valley – Pine Island

Note to OUBOCES Staff:

If you receive a form with "Student's Location" left unmarked, please indicate the location, so we can appropriately log the student's information. Thank you for your assistance and cooperation in this matter.

Please send completed form interoffice to Health & Safety attention!!

ADMINISTRATION

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Kelley O'Neill
Pilar Rocha

Assistant Principals

Suzanne Arrington
Cynthia Brescia
Marissa Carlton
Lauren Miller
Lydia Woodard

Transition Coordinator

Veronique Dietrich

PARENTAL NOTIFICATION REGARDING THE RELEASE OF INFORMATION

Dear Parent or Guardian:

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

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965, as amended (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. [**Note: These laws are Section 9528 of the ESEA (20 U.S.C. § 7908) and 10 U.S.C. § 503(c).**]

If you do not want Orange-Ulster BOCES to disclose any or all of the types of information designated below as directory information from your child's education records without your prior written consent, you must notify the Orange-Ulster BOCES in writing by September 13, 2024. Orange-Ulster BOCES has designated the following information as directory information:

- Student's name
- Student's address
- Student's telephone listing
- Date and place of birth
- Grade level
- Participation in officially recognized sports and activities
- Weight and height (for members of athletic teams)
- Dates of attendance
- Honors, degrees and awards received

- Email address
- Name of educational institution previously attended
- Student ID number, user ID or other unique personal identifier used to communicate in electronic systems but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password or other factor known or possessed only by the authorized user.

Please feel free to contact my office at any time if you have questions about this procedure. We very much appreciate your continued support and cooperation.

Sincerely,

James Higgins

James Higgins, Ed.D.
Director of Special Education



STUDENT IMAGE RELEASE

In order for students to be included in any OU BOCES publications during the 2024-2025 school year, including yearbooks and graduation programs, this form must be signed and returned no later than October 27, 2024.

At Orange-Ulster BOCES, we document our students' experiences throughout the school year through photography and video. We utilize these items in press releases about student accomplishments at Orange-Ulster BOCES and school yearbooks and posters, videos at Recognition Ceremonies, website articles, Facebook posts, advertisements and much more. We do not want your student to miss out on these memory-making opportunities, but we need your permission to include him/her. Please complete the form and return to Orange-Ulster BOCES.

I hereby grant Orange-Ulster BOCES permission to:

- procure my likeness via any photograph, video, audio or other print or digital reproduction
- edit, alter, copy, utilize, exhibit, publish or distribute my likeness without prior inspection or approval
- utilize my likeness for purposes of publicizing the facility, such as any and all of its publications, websites, social media sites, advertising, promotional videos, and other items or for any other lawful purpose it deems acceptable
- distribute my likeness to other entities for publication or presentation
- publish original student work on the BOCES Web pages during the school year or in the future for promotional or publicity purposes

I agree that neither the student named below nor I will receive remuneration of any kind for this permission, and I release the Orange-Ulster BOCES and any of its agents from any responsibility for the use of the items above for the aforementioned purposes.

I agree that Orange-Ulster BOCES does not have control over independent parties (including but not limited to the press, other parents or students, other community organizations, and the general public) who may photograph or video record images of your child while he or she is attending or participating in an Orange-Ulster BOCES sponsored event or representing Orange-Ulster BOCES in the community.

(STUDENT NAME – PLEASE PRINT)

(PROGRAM)

(STUDENT SIGNATURE)

(DATE)

If the student is under 18, the following must also be completed:

I hereby certify that I am the parent or guardian of _____, who is also named above, and do hereby give my consent without reservation to all items addressed in the Student Image Release in regard to said student.

(PARENT/GUARDIAN NAME – PLEASE PRINT)

(DATE)

(PARENT/GUARDIAN SIGNATURE)

Please call the main office for your student's program, if you do not wish to complete the form.
Career and Technical Education (845) 291-0300 or Special Education (845) 291-0200



**MILITARY RECRUITERS AND INSTITUTIONS OF HIGHER EDUCATION:
ACCESS TO CERTAIN INFORMATION AND OPT OUT FORM**

Access to Certain Information

Under federal law, the District is required to comply with requests from military recruiters and institutions of higher education (IHEs) for access to the name, address, and telephone listing of each secondary school student, except for any student whose parent (or the student, if he or she is at least 18 years of age) has submitted a written request to opt out of this disclosure, in which case the information will not be released without the parent's (or student's, if he or she is at least 18 years of age) prior written consent.

Opting-out

If you do not want the District to disclose your child's name, address, and telephone listing to military recruiters and/or institutions of higher education, you must notify your child's building principal in writing by October 30, 2024.

If you want to opt out of the disclosure of your child's information, complete the section below and return it to your child's building principal.

**MILITARY RECRUITERS AND INSTITUTIONS OF HIGHER EDUCATION
OPT-OUT LETTER**

TO: Principal Name: _____ School Name: _____

RE: Student Opt Out: Release of Information to Military Recruiters and/or Institutions of Higher Education

To Whom it May Concern:

I object to Orange-Ulster BOCES releasing the name, address, and telephone number of _____ to:

[print student name]

_____ Military Recruiters

_____ Institutions of Higher Education

I understand that once this form has been signed, I must provide prior written consent for the release of information to military recruiters and/or institutions of higher education.

Signature of parent (or the student, if at least 18 years of age): _____

Date: _____

Food Service Department

Parent Letter

2024–2025



School meals are one of the healthiest sources of food for nearly 30 million American kids, some of whom get as much as half their daily calories at school.

ADMINISTRATION

Deborah McBride Heppes
Chief Operating Officer

Kerri B. Stroka
Deputy Superintendent

Mark P. Coleman
Assistant Superintendent
Finance and Management Services

Thomas M. Bongiovi
District Superintendent



BOARD MEMBERS

Eugenia S. Pavek, President
William M. Boss, Vice-President
Michael Bello
Lawrence E. Berger
Martha Bogart
David Eaton
Edwin A. Estrada

Sharleen Depew
Clerk of the Board

Dear Parent/Guardian:

Welcome to the new school year. Breakfast and lunch will continue to be available at NO CHARGE. Participation in state and federal programs requires continuous effort and we are pleased to have secured this benefit and the ability to extend this wonderful opportunity to our students in the 2024-2025 school year.

Participating Orange-Ulster BOCES Sites

Orange-Ulster BOCES Amy Bull Crist Center, 53 Gibson Road, Goshen, NY 10924

Orange-Ulster BOCES Regional Education Center (Arden), 4 Harriman Drive, Goshen, NY 10924

Orange-Ulster BOCES @Marlboro, 62 Overlook Drive, Newburgh, NY 12550

Orange-Ulster BOCES @ 129 West Main street, Goshen, NY 10924

Orange-Ulster BOCES @ 227 Main street, Goshen, NY 10924

Orange-Ulster BOCES @Pine Island Elementary, 22 Schoolhouse Rd, Pine Island, NY 10969

Students in attendance at any of the above locations, will receive breakfast/lunch daily in accordance with the dietary requirements as provided by our New York State governing entities.

All meals are prepared in accordance with USDA school breakfast/lunch meal patterns for 20242025 and served at no charge through NYSED and CEP qualification and participation.

PLEASE NOTE

ALLERGIES AND SPECIAL DIETARY NEEDS

Reasonable Modification: Meal modification of menued foods must be documented by a physician's prescription stating how diet is restricted and how to specifically accommodate.

Due to severe allergies and in an effort to be more health and safety conscience, there will be NO FOOD SHARING. Please understand this decision will not infringe on foods that you provide for your own children, to consume, during school meal times. As always, the health and wellbeing of our students remains our paramount concern.

If you have any questions and/or concerns, please do not hesitate to reach out to:
Katherine Lynch, FS Director at katherine.lynch@ouboces.org or call 845-291-0100 ext. 10207

Warm regards,

Katherine Lynch RD CDN
Orange Ulster BOCES
School Food Service Director

Nondiscrimination Statement:

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. mail:
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. fax:
(833) 256-1665 or (202) 690-7442; or
3. email:
Program.Intake@usda.gov

This institution is an equal opportunity provider.

MEAL SERVICES TO CHILDREN WITH DISABILITIES

Dear Parent/Guardian:

The National School Lunch Program (NSLP) and School Breakfast Program (SBP) aim to provide all participating children, regardless of background, with the nutritious meals they need to be healthy. This includes ensuring children with disabilities have an equal opportunity to participate in and benefit from the NSLP and SBP.

Federal regulations require schools and institutions to serve meals at no extra charge to those children whose disability restricts their diet in such a way that they cannot fully participate in the food service program without some modification to the foods offered or the scheduled menu. If you believe your child needs substitutions because of a disability, please get in touch with us for further information. You must request meal modifications from the school and provide the school with a medical statement from a State licensed healthcare professional. This medical statement must contain but is not limited to the following:

- Information about the child's physical or mental impairment that is sufficient to allow the school to understand how it restricts the child's diet,
- An explanation of what must be done to accommodate the child's special dietary need,
- The food or foods to be omitted and recommended alternatives, in the case of a modified meal

If you have questions regarding the need for meal modifications, contact Kathy Lynch at Katherine.Lynch@ouboces.org for further information.

Sincerely,

Katherine Lynch RD CDN
Orange Ulster BOCES
School Food Service Director

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2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
program.intake@usda.gov

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Office of P-20 Education Policy
Child Nutrition Program Administration
89 Washington Avenue, Room 375 EBA, Albany, NY 12234
(518) 473-8781 Fax (518) 473-0018
www.nysed.gov/cn/cnms.htm

**Letter to Parents for School Meal Programs
Community Eligibility Provision**

Dear Parent or Guardian:

We are pleased to inform you that Orange Ulster BOCES will be implementing a meal certification option available to schools participating in the National School Lunch and School Breakfast Programs for 2024-2025 school year.

What does this mean for your child(ren) attending the school(s) identified above?

All students enrolled at Orange Ulster BOCES locations at: Amy Bull Crist Center, Including Communities, Main Street, Marlboro, Pine Island Elementary, and Regional Education Center are eligible to receive a healthy breakfast and lunch at school at **no charge** to your household each day of the 2024-2025 school year. No further action is required of you. Your child(ren) will be able to participate in these meal programs without having to pay a fee or submit an application.

If you have any further questions, please contact us at 845-291-0100 ext 10207.

Sincerely,

Katherine Lynch RD CDN
Orange Ulster BOCES
School Food Service Director
53 Gibson Rd
Goshen, NY 10924
845-291-0100 ext. 10207
Fax: 845-291-0916
katherine.lynych@ouboces.org

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To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

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- (3) email: program.intake@usda.gov.

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AND JUSTICE FOR ALL



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Washington, D.C. 20250-9410; or

fax:
(833) 256-1665 or (202) 690-7442; or

email:
program.intake@usda.gov.

This institution is an equal opportunity provider.

Conforme a la ley federal y las políticas y regulaciones de derechos civiles del Departamento de Agricultura de los Estados Unidos (USDA), esta institución tiene prohibido discriminar por motivos de raza, color, origen nacional, sexo (incluyendo identidad de género y orientación de sexual), edad, discapacidad, venganza o represalia por actividades realizadas en el pasado relacionadas con los derechos civiles.

La información del programa puede estar disponible en otros idiomas además del inglés. Las personas con discapacidades que requieran medios de comunicación alternativos para obtener información sobre el programa (por ejemplo, Braille, letra agrandada, grabación de audio y lenguaje de señas americano) deben comunicarse con la agencia estatal o local responsable que administra el programa o con el TARGET Center del USDA al (202) 720-2600 (voz y TTY) o comunicarse con el USDA a través del Servicio Federal de Transmisión de Información al (800) 877-8339.

Para presentar una queja por discriminación en el programa, el reclamante debe completar un formulario AD-3027, Formulario de queja por discriminación del programa del USDA, que se puede obtener en línea, en <https://www.usda.gov/sites/default/files/documents/ad-3027s.pdf>, en cualquier oficina del USDA, llamando al (866) 632-9992, o escribiendo una carta dirigida al USDA. La carta debe contener el nombre, la dirección y el número de teléfono del reclamante, y una descripción escrita de la supuesta acción discriminatoria con suficiente detalle para informar al Subsecretario de Derechos Civiles (ASCR, por sus siglas en inglés) sobre la naturaleza y la fecha de la presunta violación de los derechos civiles. La carta o el formulario AD-3027 completado debe enviarse al USDA por medio de:

correo postal:
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; o

fax:
(833) 256-1665 o (202) 690-7442; o

correo electrónico:
program.intake@usda.gov.

Esta institución ofrece igualdad de oportunidades.



September Lunch Menu 2024

Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast Cereal or Muffin Fruit and Milk Choice	Breakfast Cereal or Bagel Fruit and Milk Choice	Breakfast Cereal or Egg & Cheese Sandwich Fruit and Milk Choice	Breakfast Cereal or Bagel Smoothie Fruit and Milk Choice	Breakfast Cereal or Choice Alternative Fruit and Milk Choice
2 No School Labor Day	3 No School Conference Day	4 First Day of School Nathan's Hot Dog Baked Beans Fruit and Milk Choice	5 Hamburger/Cheeseburger Coleslaw Fruit and Milk Choice	6 Pizza Garden Salad Fruit and Milk Choice
9 Pasta with Sauce Green Beans Fruit and Milk Choice	10 Beef Nachos Fiesta Corn, Salsa, Cheese Fruit and Milk Choice	11 BBQ Chicken Sandwich Carrots Fruit and Milk Choice	12 Hamburger/Cheeseburger Baked Beans Fruit and Milk Choice	13 Pizza Broccoli Fruit and Milk Choice
16 Grilled Cheese Carrots Fruit and Milk Choice	17 Chicken Burrito Corn, Salsa, black beans Fruit and Milk Choice	18 Mac & Cheese Broccoli Fruit and Milk Choice	19 Hamburger/Cheeseburger Tater Tots Fruit and Milk Choice	20 Pizza Garden Salad Fruit and Milk Choice
23 Pasta with Sauce Carrots Fruit and Milk Choice	24 Beef Nachos Fiesta Corn, Rice, Salsa, Cheese Fruit and Milk Choice	25 Brunch for Lunch French Toast Sticks Tater tots, sausage patty Fruit and Milk Choice	26 Hamburger/Cheeseburger Baked Beans Fruit and Milk Choice	27 Pizza Broccoli Fruit and Milk Choice
30 Chicken Nuggets Mashed Potatoes, Mini Corn Muffin Peas and Carrots Fruit and Milk Choice	<p>Daily Offerings</p> <p>Low fat 1% milk, skim milk, fat free chocolate milk. Seasonal fresh fruit, mixed cupped fruit, variety choice of vegetables, garden salad daily. Daily Alternate Lunch: Peanut butter & Jelly or Deli sandwich of the day.</p>			
<p>Through participation in the NSLP Community Eligibility Program, meals are offered daily at NO CHARGE. ALL MEALS ARE SERVED AND PREPARED IN LUNCH MEAL PATTERNS for the 2024-25 school year. Menu is subject to change. This institution is an Equal Opportunity Provider</p>				

