



2025

2026

FIRE ISLAND UNION-FREE SCHOOL DISTRICT

P. O. Box 428 Ocean Beach, N.Y. 11770

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www.fi.k12.ny.us



**ESSENTIAL INFORMATION
for the 2025 – 2026 School Year**

PARENTS: See pages 18 - 21 for forms to be completed and returned to school:

- **Code of Conduct Acknowledgement**
- **Student Information Sheet**
- **Emergency Contacts Sheet**

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WOODHULL SCHOOL
Important Dates to Remember:

Sept. 2	<u>First Day of School for Students:</u> DISMISSAL @ 2:35 p.m.
9	Board of Education Meeting (Regular/Work Session) @ 4:30 p.m.
10	Open House
17	Picture Day

Other District School Information:

(Dates are subject to change. Please contact individual schools for confirmation.)

Bay Shore UFSD:

Sept. 2 First Day of School for All Students

ESBOCES

Sept. 4 First Day of School for All Students

Bridges Academy

Sept. 3 First Full Day of School for K- 8th

ABOUT FIRE ISLAND SCHOOL DISTRICT

Fire Island School District was founded in 1918 by a group of residents led by Ms. Mina Woodhull. Her son, Richard Woodhull, was in the first class of students and later became a teacher at the school. The first Fire Island School was a one-room school house located on Denhoff Walk in Ocean Beach and served the residents of Fire Island, the U.S. Coast Guard Base in Babylon, and the keepers of the Fire Island Lighthouse. Secondary students attended school in the Bay Shore School District as far back as the 1920s.

The district once had a second school building in Kismet but it was destroyed in the Hurricane of 1938. Long-distance transportation was done by a school boat until the 1960s when the Fire Island Inlet Bridge was built and the island became a National Park. In 1954 a modern school building was constructed on Surf Road in Corneille Estates, with Richard Woodhull serving as Principal. In 1978 this building was renamed Woodhull School in honor of Richard Woodhull. Today Woodhull School is one of only four schools in the United States located inside a National Park.

MISSION STATEMENT

The Fire Island School District believes in a collaborative approach to instruction that is designed to meet the individual needs of the students. Our mission is to create a sustainable, safe, supportive, student-centered environment. We are committed to helping all children achieve academic excellence through creative challenges within our unique island setting.

Our goal is to prepare the students to be dynamic citizens of our ever-changing society.

VISION

We nurture a welcoming and familial learning environment, where engaging and personalized experiences unfold, igniting a lifelong passion for learning. Within this distinctive and dynamic setting, we cultivate imaginative and critical thinkers, fostering caring, innovative, and future-ready citizens.

CORE VALUES

We believe that we can achieve our vision and accomplish our mission if in all of our work we focus on clearly defined and consistently demonstrated core values.

To that end, in all of our actions and interactions we will:

- Focus on the needs of our students above all else.
- Demonstrate honesty and integrity in all of our work.
- Model and promote life-long learning.
- Embrace the beauty of childhood and opportunities for growth.
- Capitalize on the resources afforded by our unique location and small community.
- Foster a caring and compassionate environment.
- Ensure that each child is supported as an individual and feels a sense of connection to each other.
- Support students in developing the skills necessary to independently navigate academic and social scenarios.
- Partner with the community to prepare all students for life in the world beyond school.

WOODHULL SCHOOL POLICIES AND PRACTICES

DAILY ATTENDANCE

School hours are 8:00 a.m. to 2:35 p.m. If your child is absent from school due to illness, please call the school office in the morning (**631-583-5626**) so we may inform the transportation department, and **follow up with a written note** giving the date and the reason for the absence the day your child returns to school. **Any student absent during the school day from an illness may not participate in after school or evening activities.** Student Absences, Tardiness, or Early Departures (ATEDs) must be followed with a note from a parent or guardian indicating the reason for the absence, within three days.

Absence from all or part of the school day is considered **excused** if it falls into any of the following categories:

- Personal illness
- Illness or death in the family
- Impassable roads
- Transportation delays
- Religious observances
- Quarantine
- Required court appearances
- Attendance at health clinics
- Approved cooperative work programs
- School related instruction/activities
- Military obligations

Other such reasons may be approved by the Superintendent. Otherwise, an absence for a reason other than those listed above, or for no given reason, will be considered **unexcused**.

Unexcused absences amounting to greater than 15% of the school attendance days in a month will generate a notice to the parent(s) or guardian(s) from the Superintendent, at which time the student and family may be referred to the appropriate school or community support service or agency to address the problem.

SCHOOL PROGRAM

At Woodhull, students receive daily instruction in English Language Arts (ELA), mathematics, social studies or science, social and emotional learning, and physical education. Students also have instruction in technology and music twice weekly (respectively), and weekly classes in art, library, and Spanish. Six times annually each class participates in full-day environmental education studies with specialists from BOCES, taking advantage of the National Park setting of the school district. After-school clubs, field trips, in-house or videoconference presentations, and school events and performances are also an integral part of the program.

PUPIL TESTING/EVALUATION

The most meaningful and accurate evaluations of a pupil's progress are those prepared by the teacher. In addition to these assessments, standardized tests are given as benchmarks so that student progress can be compared to state and national norms.

New York State requires that standardized tests prepared by the State Education Department be given in different subjects at various intervals. The standardized tests are given annually in English Language Arts (ELA), Mathematics in Grades 3-6, and Science in Grade 5.

Parents are encouraged to contact their child's teacher or the principal to discuss the results of the standardized testing.

Report cards are issued three times per year at approximately 12-week intervals (once per trimester). Two half day formal Parent-Teacher Conference days are scheduled in December at the end of the first trimester to facilitate discussion of the first report card. Parents may request a conference with their child's teacher at any time during the school year by contacting the teacher or the Main Office.

ACADEMIC HONORS

Each trimester a *Principal's List* is compiled for all grades. Students qualify for Principal's List if their numerical report card marks in academic subject areas (weighted equally) average 3 or higher, and students are marked as "Consistent" (C) in their work habits and social development. A maximum of 5 "Most of the Time" (M) marks are allowed in this category, and nothing below M. Students are ineligible if they have received any Behavior Journals (see "Code of Conduct"), with the exception of Pre-K and K students who may receive no more than one.

Each year eligible students in grade 6 may be inducted into the school's chapter of the *National Elementary Honor Society*. Students qualify for the Honor Society if their numerical report card marks average 3.25 or higher, cumulatively, from the beginning of 4th grade, or at least one full year back if they did not attend Woodhull in 4th grade. To be inducted, the student must also demonstrate personal responsibility, service to the school or community, and receive the endorsement of faculty members.

In addition to the Principal's List and National Elementary Honor Society, students who demonstrate significant academic growth during a trimester, as identified by their teachers, may be recognized with an *Honorable Mention*.

This recognition celebrates student perseverance, improvement, and commitment to learning, even if the student has not yet achieved the grade thresholds for other honors.

AFTER SCHOOL ACTIVITIES AND CLUBS

Clubs and activities normally meet once a week for typically 10 weeks per session. The clubs offered may change from year to year; they are supervised by Fire Island staff and transportation is provided. Students are encouraged to participate and try something new. There is no cost to the student for the club. Further information will be sent home prior to the start of each club or activity.

Please Note: It is critical that the Woodhull Main Office is aware of a family's transportation plan for their child(ren) from after school activities. We default to the typical daily dismissal plan in the absence of a note or phone call notifying us of the changes. **Please be sure any changes to pick up plans are communicated by 1:00 p.m.** It is not sufficient to communicate simply through your child. Lastly, persistent student behavior issues can result in the revocation of club privileges.

STUDENT GOVERNMENT

Woodhull School has a Student Council consisting of one representative from each classroom containing students in grades 2 and up. There are no officers, and the group operates on consensus. Representatives are elected by students in September of each year and meet at the discretion of the Faculty Advisor throughout the school year. They may discuss problems and solutions, ideas for projects or activities, and/or provide feedback on student life.

FOOD

Although the Woodhull School has a student lunchroom, it does not have a cafeteria. All students must bring their lunch each day. In the event a lunch is forgotten, the student should notify their classroom teacher. A cup of soup, protein shake, water and a snack are options available for the occasional forgotten lunch. Parents should send in lunch and a small healthy snack with their child daily. Some classes have a designated snack time each day; others keep snacks available for students as needed.

LIFE-THREATENING ALLERGIES:

The Fire Island Union Free School District is committed to ensuring the safety of all students. We have students with life-threatening allergies to certain foods and ingredients. In accordance with district policy and best practice, we ask all families to exercise extreme caution when sending food to school. Parents must check with teachers before providing snacks or treats for the class. Ingredient lists should be included with any shared foods. Students should never share food with others to minimize the risk of accidental exposure.

If sending in food to share with the class, please use packaged food or otherwise include a list of ingredients as some students may have food allergies. We strongly encourage healthy foods. **Please check with your child's teacher before** sending in food for others.

NEW - STUDENT USE OF PERSONAL INTERNET-ENABLED DEVICES - NEW

To keep students safe, focused, and supported during the school day, the district prohibits the use of personal internet-connected devices (phones, smartwatches, tablets) on school grounds during school hours. This applies to all times including class, lunch, recess, and hallway transitions. Students must store devices in secure spots (cubbies, backpacks, or teacher desks). Exceptions are permitted for instructional purposes with teacher approval, for medical conditions, in emergencies, for translation support, or when outlined in an IEP or 504 plan.

REMOTE INSTRUCTION

If it becomes necessary for a class or the school to switch to remote instruction, all of the classroom, school, and district rules are still in effect regarding student conduct. Students will be expected to use district devices to participate in school unless one is not available. See the "Code of Conduct" section at the end of this document for further information.

HOME USE OF SCHOOL EQUIPMENT

Students are responsible for the proper use and storage of any non-consumable items provided for home use by the school, such as technological devices or musical instruments. These items can only be given out upon receipt of signed usage agreements and must be used in accordance with these agreements and returned in good condition.

TRANSPORTATION

WALKERS

All students in the district are entitled to busing regardless of proximity to the school; however, we ask to be informed of a commitment to either walk or take the bus at the beginning of the school year so we may ensure adequate space on buses. Students in grades PK and K must arrive and depart accompanied by an adult if walking. All walkers should arrive at the building no later than 8:00 AM. **Please inform the office if your child will be leaving school in a way different than he/she arrived.** For example, if your child took a bus to school but you intend for him/her to walk, **please be sure the main office is aware.**

BICYCLE RIDING

Students who ride bicycles to Woodhull School are required to follow all local and state ordinances including the use of a helmet. All bikes are to be parked in the racks provided at the south end of the building. At the end of the day, **students are required to walk their bikes to the corner of Surf Road and Midway.** A school employee will indicate when it is safe to mount and proceed.

BUSING

Students assigned to a bus may only be dropped off at an approved bus stop and may only be dropped off at a different stop than their own--along the same route--if the school has notification or consent from a parent or guardian. **Students in Pre-K and Kindergarten must be met by a parent/guardian or another adult authorized by the parent/guardian when exiting the bus.** Parents/guardians must notify the school if someone else will be picking up their child as the student cannot be released to anyone else without permission.

It is expected that student behavior on district buses will follow the guidelines established by the district and the bus driver. Drivers are required to report all incidents to the Head Bus Driver and the Superintendent. Behavior that jeopardizes the safety of students will result in the loss of transportation privileges. **Please take time to review the bus expectations with your child(ren) before the first day of school:**

Be SAFE

- Listen to the driver
- Wear a seatbelt
- Keep objects that are bright, loud, or that roll in backpacks

Be RESPECTFUL

- Speak with an inside voice
- Do not eat or drink while on the bus
- Allow others their personal space

Be RESPONSIBLE

- Sit in an open seat where you are allowed to sit
- Be ready when it is time to exit the bus
- Take everything with you

Be KIND

- Say hello and goodbye
- Share your seat
- Offer to help others

BUSING FOR ELEMENTARY FIELD TRIPS

A permission slip will be sent home with your child prior to the day of the field trip. Any special pick-up or drop-off times will be listed. This slip must be returned for the child to participate in the activity.

SECONDARY AND PRIVATE SCHOOL STUDENTS

The Fire Island School District provides transportation so that students in private school or grades 7-12 may participate fully in school activities. Please refer to the applicable information in this section.

Students taking Regents exams, finals and midterms must provide their bus driver with a written test schedule one week prior to taking the test to ensure transportation.

Late buses are provided so that secondary students may participate in activities after school (clubs, sports practices, extra help, etc.). Please note the following:

- Late buses run on an as-requested basis only. **To reserve a seat on a late bus a parent/guardian must call the Woodhull School (631-583-5626) BEFORE 1:00 p.m.** Please state which late bus you need, which school you attend, and what your activity is.
- Late buses run on a tight schedule. Please be on time. The buses **do not** wait.
- **You must call to cancel your late bus if you find you will not need it.** Failure to do so may jeopardize your late bus privileges in the future.
- **Late buses are not provided for games, scrimmages, or field trips.** Parents are responsible to provide transportation home for these events.

BUS SAFETY

Bus safety is reviewed with elementary students several times annually, including students who walk or bike to Woodhull, with the first bus drill being during the first week of school. These drills include the following guidelines:

- Students are not allowed to enter or leave the bus while it is in motion.
- When leaving a school bus, students should cross at least 10 feet in front of the bus so as to be in the vision of the driver.
- Proper seat belt use is required for all students
- Students are to be seated and behave in an orderly fashion while the bus is in motion
- Students should not bring items that create loud noises, have bright lights, or present other similar distractions to drivers
- Students are to be dropped off only at their designated bus stops unless the driver is notified differently by the office.
- Windows may be opened to the second notch. Students are not to thrust their heads or arms out of the open windows.
- Students are not permitted to eat on the bus
- No trash should be left on the bus
- Drivers are responsible for the reasonable behavior of the students in transit. Persistent behavior problems will be reported to the Superintendent and may result in the abridging of bus privileges.

While on the bus students are required to conduct themselves in a manner consistent with behavior expected of them in the classroom. Excessive noise, pushing, shoving, or fighting will not be tolerated. It is important that those waiting for the bus conduct themselves properly in respect to the rights and properties of others.

TRANSPORTATION-RELATED COMMUNICATION

For any transportation issues please call:

Woodhull School Main Office (until 3 pm): 631-583-5626

John Lastorino, Head of Transportation (cell): 631-804-7796 - leave voicemail if no answer

Any requested **changes to transportation should be submitted in writing no later than the morning of the day in question and should be followed up by a call to the school to ensure that the message has been received.** Any last-minute changes to afternoon transportation should be called in no later than 1:00p.m. Changes in residence which would affect busing/walking status or bus stop, should be communicated to the school as far in advance as possible. Please notify the school of your consent for someone other than a parent or guardian to pick up a child from school or a bus stop. If the person is not known to main office personnel, she/he will be asked to show a picture I.D., and a phone call to a parent/guardian will be made before the child is released into his/her care.

PICKING UP

If you plan to pick up a child early, please notify the school no later than the morning of so that teacher(s) can have your child ready at the appropriate time. When picking up your child at any time other than regular dismissal, please report to the main office and sign your child out. If your child regularly rides the bus, but you plan to pick your child up from school at dismissal or after an after-school activity, send in a note on that day or call to alert the school of the change.

EMERGENCY TRANSPORTATION

The district retains buses and drivers on call at the school in case of emergencies. If a student should become ill or otherwise needs to leave school suddenly, bus transportation can be promptly provided. In the event of a schoolwide emergency, all students can be bussed away from the building if needed, with parents notified and reunification protocols followed.

HEALTH SERVICES

Open communication between parents and the School Nurse is vital for the health service program to work effectively. Parents may call Nurse Dana DeRuvo in the Health Office any time at 631-583-5626 with any questions, information, and/or concerns.

Please review the following important health service information that will assist you and your children in maintaining their good health and reinforce the importance of healthy decisions for a positive learning experience.

PHYSICAL EXAMINATIONS

Education Law and Regulations of the Commissioner of Education require physical examinations of children when they:

- Enter the school district for the first time
- Are in grades PK or K, 1, 3, 5, 7, 9, and 11
- Participate in interscholastic sports
- Need working papers
- Are referred by/to the Committee on Special Education
- Are deemed necessary by school authorities to determine a child's education program

These exams may be done by your child's healthcare provider with the results shared with the school. If your child is not examined by your healthcare provider, he/she will be examined by the Director of Health Services, James Ferguson MD; however, the examination provided by the school is merely a screening and, although it fulfills the law, it should not be considered a substitute for the complete examination a primary care provider can provide. We therefore strongly urge that the examination be given by your child's primary care provider as she/he is the one who knows your child's medical history and can best care for any problems which might be detected. School screenings are conducted by the Director of Health Services, James Ferguson MD. The results are recorded on the child's cumulative health record. All significant findings are reported to parents in writing to facilitate further

evaluation, diagnosis, and treatment, if indicated. Reports of such follow-up evaluations should be returned to the school Health Office.

Each student is also requested to furnish a Dental Health Certificate at the same time health certificates are required.

Height, weight, hearing and vision screenings (distance acuity, near vision, hyperopia, and color perception) are administered to new entrants within six months of admission to school. Thereafter, for the Woodhull School, height and weight is done for students in grades 2 and 4; distance acuity in kindergarten and grades 1, 2, 3 and 5; hearing screening in kindergarten, grades 1, 3, and 5. All students in the 5th and 6th grade will be tested annually for scoliosis.

MEDICATIONS

Students will not be permitted to take any type of medication while at school unless such medication is given to them by authorized school personnel acting upon specific written authorization from the student's primary care provider and parent or guardian (Our health office will provide you with a form for your doctor to fill out). New York State Education Law and Regulations require a medical note from your Primary Care Provider if your child is to receive medication during school hours.

HEALTH EMERGENCIES

Emergencies can and do occur in schools. In the event your child is involved in an emergency, first aid will be immediately rendered and parent(s), legal guardian or, if available, the emergency contact person will be notified. Transportation can be provided on short notice if needed. **Please keep all emergency contact information updated with the school.**

STUDENT/FAMILY RIGHTS & PROTECTIONS

BULLYING AND HARASSMENT

New York State's Dignity for All Students Act (DASA) was enacted to protect students from bullying and harassment. This includes incidents that take place in the school building, on school property, on a school bus, or at a school event. It also covers cyberbullying between students which may take place outside the school and outside school hours if it affects the in-school environment.

Under the law, a student, staff member, or parent may report any suspected instances of bullying or harassment of a student--by a student or staff member--without reprisal. This report may be made to the Principal or DASA Coordinator using a form provided by the school district. Making a report does not guarantee a specific outcome except that the matter will be investigated and, if there is evidence of bullying and harassment, action will be taken by the school to remedy the situation.

Woodhull's **DASA Coordinator** is Travis Davey who may be reached at tdavey@fi.k12.ny.us or 631-583-5626.

SEX-BASED DISCRIMINATION AND HARASSMENT

Title IX of the Education Amendments of 1972 deals with sex-based discrimination and harassment of students or employees. Similar to DASA, but more specific, this federal law requires schools to protect students and employees specifically from sex-based discrimination and harassment. It requires specific processes to be followed in the resolution of formal complaints. Such incidents are required to be reported to **the district's Title IX Coordinator**, Travis Davey.

EDUCATIONAL RECORDS

The Family Educational Rights and Privacy Act or FERPA (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records and applies to all schools that receive funds under an

applicable program of the U.S. Department of Education. The law gives parents certain rights which transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students." Among these rights are that:

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct record which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any personally identifying information (PII) from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring;
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;
 - To comply with a judicial order or lawfully issued subpoena;
 - Appropriate officials in cases of health and safety emergencies; and
 - State and local authorities, within a juvenile justice system, pursuant to specific State law.

PROTECTION OF PUPIL RIGHTS AMENDMENT

The Protection of Pupil Rights Amendment (PPRA) affords parents certain rights regarding the school district's conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- **Consent** before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED):
 - Political affiliations or beliefs of the student or student's parent;
 - Mental or psychological problems of the student or student's family;
 - Sex behavior or attitudes;
 - Illegal, anti-social, self-incriminating, or demeaning behavior;
 - Critical appraisals of others with whom respondents have close family relationships;
 - Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
 - Religious practices, affiliations, or beliefs of the student or parents; or
 - Income, other than as required by law to determine program eligibility.
- **Receive notice and an opportunity to opt a student out of:**
 - Any other protected information survey, regardless of funding;
 - Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and

- Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- **Inspect**, upon request and before administration or use:
 - Protected information surveys of students;
 - Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 - Instructional material used as part of the educational curriculum.

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

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

Family Policy Compliance Office
 U.S. Department of Education
 400 Maryland Avenue, SW
 Washington, D.C. 20202-5901

DISCLOSURE OF DIRECTORY INFORMATION

Schools may disclose, without prior consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance, **unless objection is submitted in writing by parents or legal guardians, or by those students themselves who are 18 years of age and older, to the Superintendent of Schools, Travis Davey, by September 15th of the current school year.** Failure to make such a request shall be deemed consent to release, provide, or publish the directory information during the school year.

Fire Island School District herewith gives notice of intention to provide, release or publish in the Fire Island School District newsletter, website, social media accounts, school or student newspapers, magazines, yearbooks or other publications, daily or weekly newspapers, athletic programs, musical or theatrical programs and news releases, video any and/or all of the following information pertaining to students as may be appropriate under the circumstances:

- | | |
|--------------------|--|
| ● name of student | ● major field of study |
| ● names of parents | ● extracurricular activities and sports programs |
| ● address | ● academic honors |
| ● age | ● achievements |
| ● height | ● awards |
| ● weight | ● scholarships |
| ● grade | ● and similar information |
| ● photograph | ● participation in recognized school activities |

SAFETY

FIRE ISLAND DISTRICT-WIDE SAFETY PLAN

The district-wide safety plan is available in full on the Fire Island School District website at https://www.fi.k12.ny.us/district/district_plans. The plan includes:

- Policies and procedures for responding to implied or direct threats of violence by students, teachers, other school personnel and visitors to the school.
- Policies and procedures for responding to acts of violence by students, teachers, other school personnel and visitors to the school.

- Appropriate prevention and intervention strategies such as:
 - Collaborative arrangements with local and state law enforcement officials, designed to ensure that teachers, school safety officers and other security personnel are adequately trained, including being trained to de-escalate potentially violent situations;
 - Non-violent conflict resolution training programs;
 - Peer mediation programs and youth courts; and
 - After-school and other school safety programs.
- Policies and procedures for contacting appropriate law enforcement officials in the event of a violent incident.
- Policies and procedures for contacting parents, guardians or persons in parental relation to the students of the district in the event of a violent incident.
- Policies and procedures relating to building security, including, where appropriate, the use of school safety officers and/or security devices or procedures.
- Policies and procedures for the dissemination of information materials regarding the early detection of potentially violent behaviors, including but not limited to the identification of personal, family, community and environmental factors to those persons deemed appropriate to have such information.
- Policies and procedures for annual school safety training for staff and students.
- Protocols for responding to bomb threats, hostage-takings, intrusions and kidnappings.
- Strategies for improving the communication among students and between students and staff in the reporting of potentially violent incidents.
- A description of the duties of monitors and any other school safety personnel and the procedures for screening, recruiting, training and supervising such personnel whether employed on a full-time or an *ad hoc* basis.

WOODHULL EMERGENCY RESPONSE PLAN

This plan is developed and monitored by the building-level emergency response team, which is comprised of school personnel, local law enforcement officials and representatives from the parent community, local, regional and state emergency response agencies. The details of the plan are not made public for security reasons, but the plan covers the following:

- Policies and procedures for the safe evacuation of students, teachers, other school personnel and visitors in the event of a serious violent incident or other emergency, which shall include evacuation routes and shelter sites, and procedures for addressing medical needs, transportation and emergency notification of persons in parental relation to the students.
- Designation of an emergency response team comprised of school personnel, and a post-incident response team that includes appropriate school personnel, medical personnel, mental health counselors and others who can assist the school community in coping with the aftermath of a violent incident.
- Procedures for assuring that crisis response and law enforcement officials have access to floor plans, blueprints, schematics or other maps of the school interior, school grounds and the immediate surrounding area.
- Both internal and external communications systems to be used in emergencies.
- Definition of the chain of command in a manner consistent with the national interagency incident management system/incident command system.

- The means to coordinate the school safety plan with the state-wide plan for disaster mental health services to assure that the school has access to federal, state and local mental health resources in the event of need.
- Procedures for review and the conduct of drills and other exercises to test components of the emergency response plan.
- Policies and procedures for securing and restricting access to the crime scene in order to preserve evidence in cases of violent crimes on school property.

PUBLIC NOTICES

NON-DISCRIMINATION: The Fire Island Union Free School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Travis Davey, Superintendent/Principal
Woodhull School
P.O. Box 428
Ocean Beach, N.Y. 11770

EQUAL EMPLOYMENT OPPORTUNITY: It is the policy of this District to provide, through a positive and effective program, equal opportunities for employment, retention and advancement of all people regardless of race, color, creed, religion, national origin, political affiliation, sex, sexual orientation, age, marital status, military status, veteran status, or disability.

CHILD PROTECTION: Anyone suspecting the abuse or maltreatment of a child may make a report using the state's hotline: 800-342-3270. For more information, visit ocfs.ny.gov/programs/cps.

PESTICIDE: Pesticide products may be used in our school and on our school grounds at various times throughout the school year. Under the New York State Neighborhood Notification Law, you may request to receive 48 hour written notification prior to the application of these pesticides. For additional information please contact the Woodhull School Main Office at 631-583-5626.

ASBESTOS: A full inspection of the remaining areas of the building was completed in July 2023 as part of the District's annual inspection and is reinspected every 3 years.

BUS SCHEDULES

Student must be at their bus stop at least 3 minutes before the scheduled pick-up time.

Buses may go to more than one school and cannot wait past the scheduled pick-up time.

It is **IMPERATIVE** that students are ready and waiting for their bus in the morning.

TIMES ARE SUBJECT TO CHANGE

Morning Pick-Up Times

<u>Bay Shore High & Middle School</u>			<u>Woodhull Elementary School</u>		
Town	Location	Pick Up	Town	Location	Pick Up
Ocean Bay Park	Oneida	6:05 a.m.	Islip	St. Mark's Church	
Ocean Beach	Surf Road	6:16 a.m.		Parking Lot	7:10 a.m.
Lonelyville	Raven Walk	6:22 a.m.	West Islip	(Mid Block)	
Fair Harbor	Oak Walk	6:26 a.m.		Madeline Place	7:25 a.m.
Saltaire	Broadway & Lighthouse	6:31 a.m.	Captree	East Parking Lot	7:15 a.m.
Kismet	Seabay	6:33 a.m.	Coast Guard	Mailbox Shelter	7:20 a.m.
Coast Guard	Front Gate	6:40 a.m.	Kismet	Seabay Walk and Cedar	7:35 a.m.
			Fair Harbor	Oak Walk	7:43 a.m.
			POW	Back of Market	7:42 a.m.
			OBP	Oneida/Bayview	7:48 a.m.
			Ocean Beach	Surfview	7:51 a.m.
<u>Bridges/ESBOCES/Masera</u>					
Town	Location	Pick Up			
Fair Harbor	Spruce Walk	7:20 a.m.			
Kismet	West Lighthouse	7:25 a.m.			
Coast Guard	6 Rescue Road	7:15 a.m.			
Coast Guard	2 Rescue Road	8:15 a.m.			

Secondary/Parochial Late Bus Schedule (MUST REQUEST BY 1:00 p.m.)

Bay Shore HS	2:35 p.m.	3:40 p.m.	5:10 p.m.	5:45 p.m.	Mary G. Clarkson 5:15 p.m. & 5:30 p.m.	Gardiner Manor 5:45 p.m.
Bay Shore MS	3:35 p.m.	4:55 p.m.				
Bridges Academy	4:00 p.m.					

PLEASE NOTE:

- Secondary students may be dropped on the beach in the afternoon. In the event the beach is closed for driving, morning bus stops will be used for dismissal.
- Woodhull students will be dropped at their regular morning bus stop at dismissal on the inside walks, not on the beach, unless parents are notified otherwise.

THE FIRE ISLAND SCHOOL DISTRICT CODE OF CONDUCT

Our Code of Conduct was collaboratively developed by a team that included School Board members, administrators, teachers, parents and other members of the school community dedicated to promoting learning and safety in our school. This section is a “plain–language” summary of the full, Board-approved Code of Conduct, which is available in the main office of the school building. Unless otherwise indicated, this code applies to all students, school personnel, parents and other visitors when on school property or attending a school function.

OUR COMMUNITY’S AGREEMENTS (NORMS)

Our school community follows a Positive Behavioral Interventions and Supports (PBIS) framework. This means that discipline is reframed as a learning process — focused on repairing harm, restoring relationships, and rejoining the community positively.

Each year, our school reaffirms the following community agreements:

- **We will keep each other safe** (physical and emotional safety).
- **We will show respect** in words and actions (valuing self and others).
- **We will take responsibility** for our choices and our learning.
- **We will practice kindness** every day.

Below are examples of ways students can demonstrate these norms in common spaces:

	Safety	Responsibility	Respect	Kindness
On the BUS	<ul style="list-style-type: none"> • Listen to the driver • Keep objects that are bright, loud, or that roll, in backpacks • Wear a seatbelt 	<ul style="list-style-type: none"> • Sit in an open seat where you are allowed to sit • Be ready when it is time to exit the bus • Take all belongings with you 	<ul style="list-style-type: none"> • Speak with an inside voice. • Exit the bus quickly and safely • Allow others their personal space 	<ul style="list-style-type: none"> • Greet others • Share your seat • Offer to help others
At LUNCH	<ul style="list-style-type: none"> • Keep food with peanuts off peanut- free table(s) • Wash your hands • Walk when moving around 	<ul style="list-style-type: none"> • Use your time to eat • Clean up after yourself • Take all belongings with you when leaving 	<ul style="list-style-type: none"> • Use an indoor voice • Chew with your mouth closed. • Allow others their personal space 	<ul style="list-style-type: none"> • Say hello to others • Invite others to sit with you. • Say “please” and “thank you”.
At RECESS	<ul style="list-style-type: none"> • Watch for others • Listen to adults • Use equipment properly 	<ul style="list-style-type: none"> • Clean up after yourself and friends • Play fairly • Use equipment correctly • Stop play when the period is over 	<ul style="list-style-type: none"> • Share space fairly • Follow the rules of games • Keep hands and feet to yourself 	<ul style="list-style-type: none"> • Share toys and games • Invite others to play • Offer help to others • Speak politely

Teachers and students define together what these agreements look like in common spaces such as the bus, cafeteria, playground, and hallways. Our staff employs **relationship-first strategies** (greetings at the door, morning meetings, mentoring) and celebrates positive contributions through **shout-outs, recognition boards, and shared celebrations**.

WHEN AGREEMENTS ARE BROKEN

We understand that mistakes are part of learning. When a student's behavior is not aligned with our agreements, staff guide them through **restorative supports**:

- **Reflection Sheets / Behavior Journals** to help students pause, reflect, and plan for better choices.
- **Private Reset Conversations** with staff to restore relationships and clarify expectations.
- **Restorative Circles** with peers and staff for repeated or more serious issues, to repair harm and rebuild trust.

Through these supports, students learn accountability, empathy, and responsibility. The goal is to repair harm, strengthen community, and maintain a safe and welcoming learning environment for all.

PROHIBITED STUDENT CONDUCT

In addition to the PBIS framework above, the district is required to identify behaviors that are **not permitted under Board policy and New York State law**. Students may be subject to disciplinary action, up to and including suspension from school, when they:

1. **Engage in conduct that is disorderly.** Examples of disorderly conduct include: running in hallways; making unreasonable noise; using language or gestures that are profane, lewd, vulgar or abusive; engaging in any willful act which disrupts the normal operation of the school community; trespassing, computer/electronic communications misuse
2. **Engage in conduct that is insubordinate.** Examples of insubordinate conduct include: failing to comply with the reasonable directions of teachers, school administrators or other school employees in charge of students; lateness for, missing or leaving school without permission
3. **Engage in conduct that is disruptive.** Examples of disruptive conduct include: failing to comply with the reasonable directions of teachers, school administrators or other school personnel in charge of students
4. **Engage in conduct that is violent.** Examples of violent conduct include: committing an act of violence (such as hitting, punching, and scratching) upon a teacher, administrator, other school employee or another student or attempting to do so; possessing, threatening to use or displaying what appears to be a weapon; intentionally damaging or destroying the personal property or school district property of a student, teacher, administrator or other district employee, including graffiti and arson
5. **Engage in any conduct that endangers the safety, morals, health or welfare of others.** Examples of such conduct include: plagiarism; cheating; altering records; assisting another student in any of the above actions; stealing the property of others; intimidation, such as bullying, including saying or doing things that make another individual fearful of bodily harm; using vulgar or abusive language; misuse of 911; discharging a fire extinguisher
6. **Engage in misconduct while on a school bus.** Examples include: excessive noise, pushing, shoving, fighting, and bullying or any action that distracts the bus driver

CONSEQUENCES FOR PROHIBITED CONDUCT

The Fire Island School District will always respond to misconduct within the lens of **PBIS and restorative practices**, with the goal of repairing harm, restoring relationships, and helping students learn from mistakes.

However, some conduct — particularly that which endangers the safety, morals, health, or welfare of others — **may require immediate and more serious action** by the Superintendent or Board of Education. This ensures both accountability and the safety of the school community.

Note: Conduct that endangers the safety, morals, health or welfare of others is subject to immediate action by the Superintendent. This document in no way limits the Superintendent or the Board of Education to take action to assure safe schools but serves as a procedural guide.

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FIRE ISLAND SCHOOL DISTRICT

CODE OF CONDUCT REVIEW ACKNOWLEDGEMENT

Please sign and send to school with your child. Thank you!

The signatures below indicated that we have read and discussed the *Fire Island School District Code of Conduct* document.

Parent's Name

Parent's Signature

Student's Name

Student's Signature

Date

FIRE ISLAND SCHOOL DISTRICT STUDENT INFORMATION

PLEASE COMPLETE, DETACH AND GIVE TO WOODHULL MAIN OFFICE OR SEND IN WITH STUDENT'S BUS DRIVER. (Feel free to make additional copies as needed.) Thank you.

PLEASE PRINT

Student Name: _____ Date of Birth: _____

School Attending: _____ Grade: _____

Mailing Address: _____

Physical Address: _____

Home Phone: _____ email 1: _____ email 2: _____

Mother/Guardian Name: _____ Cell Phone Number: _____

Father/Guardian Name: _____ Cell Phone Number: _____

IN CASE OF EMERGENCY, THE FOLLOWING PEOPLE MAY BE CONTACTED AND ARE AUTHORIZED TO PICK STUDENT UP IF A PARENT/GUARDIAN CANNOT BE REACHED:

Name: _____ Phone: _____

Name: _____ Phone: _____

Parent/Guardian Signature: _____ Date: _____

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**PLEASE PRINT**

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

School Attending: \_\_\_\_\_ Grade: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ email 1: \_\_\_\_\_ email 2: \_\_\_\_\_

Mother/Guardian Name: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Father/Guardian Name: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

**IN CASE OF EMERGENCY, THE FOLLOWING PEOPLE MAY BE CONTACTED AND ARE AUTHORIZED TO PICK STUDENT UP IF A PARENT/GUARDIAN CANNOT BE REACHED:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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WOODHULL STUDENTS ONLY

Throughout the school year, we take the students on walks and bus trips to various places on Fire Island to see first-hand what they are studying. We must have your permission to do this.

I give my child(ren), _____, permission to leave school grounds with a teacher as stated above.

Parent/Guardian Signature

Date

**FIRE ISLAND SCHOOL DISTRICT
EMERGENCY NOTIFICATION INFORMATION**

PLEASE COMPLETE, DETACH AND GIVE TO WOODHULL MAIN OFFICE OR SEND IN WITH STUDENT'S BUS DRIVER.

The Fire Island School District uses an emergency and notification system, which provides quick and easy notification of school closings, field trip cancellations, event reminders and other types of information.

The system will send a text/voice message to the phone numbers you provide below as well as email addresses if provided. Be aware the phone numbers you provide could get an automated call as early as 5:00 a.m. and as late as 10:00 p.m. Please remember to **notify the Woodhull School Main Office if there are any changes** to this information throughout the year.

Thank you.

Student Name: _____ **School:** _____

Phone Numbers

Text message:

- | | | |
|----|-----------|----------|
| 1. | _____ YES | _____ NO |
| 2. | _____ YES | _____ NO |
| 3. | _____ YES | _____ NO |
| 4. | _____ YES | _____ NO |

Email Address:

Student Name: _____ **School:** _____

Phone Numbers

Text message:

- | | | |
|----|-----------|----------|
| 1. | _____ YES | _____ NO |
| 2. | _____ YES | _____ NO |
| 3. | _____ YES | _____ NO |
| 4. | _____ YES | _____ NO |

Email Address:

Fire Island Union Free School District
P.O. Box 428
Ocean Beach, N.Y. 11770-0428



**IMPORTANT INFORMATION ENCLOSED
IN THIS ISSUE!**