



**Charter School for Applied Technologies
2025-2026**

Elementary School Student Handbook

Mrs. Susan Jurewicz, Principal

Mr. Derek Mears, Assistant Principal

Mr. Sterling Stearns, Assistant Principal

Nadine Williamson, Director of Curriculum

“Where Every Day is Career Day”

**2303 Kenmore Ave.
Buffalo, NY 14207
Phone: (716)876-7505
Fax: (716) 303-7208
www.csat-k12.org**

Table of Contents

<u>Message from Administration & Staff</u>	<u>pg. 3</u>
<u>General Information</u>	<u>pg. 4</u>
• <u>Office Hours</u>	<u>pg. 4</u>
• <u>Standards Based Report Cards</u>	<u>pg. 4</u>
• <u>Career Preparation</u>	<u>pg. 5</u>
<u>Attendance Policy</u>	<u>pg. 5</u>
• <u>Accepted Absences</u>	<u>pg. 5</u>
• <u>Medical Appointments</u>	<u>pg. 5</u>
• <u>Progression of Attendance Monitoring</u>	<u>pg. 6</u>
<u>Student Arrival/Dismissal</u>	<u>pg. 6</u>
• <u>Arrival Procedures</u>	<u>pg. 6</u>
• <u>Dismissal Procedures</u>	<u>pg. 6</u>
• <u>Parent/Guardian Picks Ups</u>	<u>pg. 6</u>
• <u>Early Dismissal</u>	<u>pg. 7</u>
• <u>Arrival & Dismissal for Walkers</u>	<u>pg. 7</u>
<u>Yellow Bus Transportation</u>	<u>pg. 7</u>
• <u>Consequences for Misbehavior on the Bus</u>	<u>pg. 7</u>
<u>Code of Conduct & Discipline</u>	<u>pg. 8</u>
• <u>Expectations for Student Behavior</u>	<u>pg. 8</u>
• <u>School Rules</u>	<u>pg. 8</u>
• <u>Dignity for All Students Act (DASA)</u>	<u>pg. 8</u>
• <u>Search and Seizure Policy</u>	<u>pg. 9</u>
• <u>Bathroom Use</u>	<u>pg. 9</u>
• <u>Drugs Alcohol and Tobacco</u>	<u>pg. 9</u>
• <u>Cell Phone/Internet Enabled Devices Policy</u>	<u>pg.10</u>
• <u>Telephone/Electronic Usage Policy</u>	<u>pg. 10</u>
• <u>Computer Usage Policy</u>	<u>pg. 10</u>
• <u>Classroom Procedure Disciplinary Action</u>	<u>pg. 10</u>
• <u>Student Discipline Information</u>	<u>pg. 11</u>
• <u>Consequences for Plagiarism & Cheating</u>	<u>pg. 11</u>
• <u>Consequences for Discipline Referrals</u>	<u>pg. 11</u>
<u>Student Dress Code Policy</u>	<u>pg. 11</u>
• <u>Dress Code</u>	<u>pg. 11</u>
• <u>General Dress Code Guidelines</u>	<u>pg. 12</u>
• <u>Lost and Found</u>	<u>pg. 12</u>
<u>Miscellaneous Information</u>	<u>pg. 13</u>
• <u>Field Trips</u>	<u>pg. 13</u>
• <u>Health Screenings</u>	<u>pg. 13</u>
• <u>Retentions</u>	<u>pg. 13</u>
• <u>Updating Contact Information</u>	<u>pg. 13</u>
<u>School Contact Information</u>	<u>pg. 14</u>
• <u>CSAT Elementary School Administration</u>	<u>pg. 14</u>
• <u>Student Support Team</u>	<u>pg. 14</u>
• <u>Family Support Center</u>	<u>pg. 15</u>
<u>Closing Message</u>	<u>pg. 16</u>
<u>Student Policy Signature Page/Park Permission Slip/Use of Hand Sanitizer in School</u>	<u>pg. 17</u>

****(Sign & Return Page 17)****

A Message from the Administration & Staff

The administrators and staff welcome students and families to our school. This handbook is published so that all students in the Charter School for Applied Technologies have easy access to information that will allow for a successful school year. It is essential that families and students read the Student Handbook to fully understand the expectations of the school. We would be more than happy to answer any questions or concerns that you may have.

We look forward to working with you and your child throughout the school year.

Student School Pledge

“Today and every day I promise to be safe, responsible, and respectful so that I am ready to learn.”

Mission Statement

“Charter School for Applied Technologies prepares students to attain family sustaining careers by integrating career exploration and a lifelong learning culture.”

GENERAL INFORMATION

OFFICE HOURS

The Charter School for Applied Technologies' office hours are 7:25 am to 3:00 pm, Monday through Friday throughout the school year, except for holidays and in cases where the school is closed due to inclement weather conditions. If you have any questions or would like to schedule an appointment with your student's teacher or with the principal, please contact the school office at (716) 876-7505 - press 1.

STANDARDS BASED REPORT CARDS

At CSAT we use Standards-Based report cards which provides more consistency between teachers than traditional report cards because all students are evaluated on the same grade level skills. Parents can see exactly which skills and knowledge their child has acquired. Instead of letter grades, students receive marks or a code that show how well they have mastered the skills. The marks might show whether the student is performing below grade level, approaching grade level mastery, showing grade level abilities or consistently shows mastery of grade level standards. An indicator of "3" is the expected goal for students, which indicates that the student has demonstrated a secure understanding of their grade-level learning standard.

<i>CSAT's Rubric Code for Grade Level Expectations</i>	
4	"Excels at Grade Level Expectations"
3	"Proficient at Grade Level Expectations"
2	"Approaching Grade Level Expectations"
1	"Below Grade Level Expectations"

- Earning a "4" indicates that the student excels at the learning standard because they have demonstrated a deep understanding of the standard and has been able to apply that understanding in ways that go beyond proficiency expectations. Given the very high standard for demonstrating a "4", few students will be at this level of performance.
- Earning a "3" indicates that the student has demonstrated an independent and secure understanding of the end of the year learning standard. This student requires little if any additional support or assistance with successfully demonstrating concepts learned and has met grade level learning standards.
- Earning a "2" indicates that the student is developing an understanding of the learning standard and still requires intermittent support and assistance to meet the requirements of the academic standard for his/her grade level.
- Earning a "1" indicates that the student is developing an emerging understanding of the grade level standard currently. Their current level of progress/growth is characterized as requiring consistent teacher support to make progress/growth.

CAREER PREPARATION:

We at the Charter School for Applied Technologies recognize that these are the best times for students and their families to begin career exploration. To assist them in their efforts, we continue to provide curriculum- driven career touches, bringing business professionals into the classroom to assist in the teaching and learning process. Our focus is on the development of the soft-skills such as presentation skills, punctuality, reliability, work-ethics, and communication.

ATTENDANCE POLICY

At CSAT, we strongly believe that student attendance is one of the most important factors relating to the success of every child. CSAT's attendance policy was created to ensure that students utilize all 390 minutes of daily instruction to its maximum benefit, as academic standards have increased statewide. CSAT's expectation is that all students be in attendance for a minimum of 95% of all instructional time throughout the year.

Once a child has missed nine (9) instructional days, CSAT requires legal excuses (doctor's note, etc.) for future absences, and will place a call notifying parents/guardians. Further action can be taken based on the number of additional days missed.

ACCEPTED EXCUSED ABSENCES

Students are allowed up to nine (9) total absences a year, or three (3) consecutive days due to an excused absence. Written approval (accepted list below) is required if your child is absent from school more than 9 total days during the school year, or three (3) days in a row.

- Doctor/Dentist Appointments - Appointment excused only upon receiving a written excuse from a medical office.
- Illness - Doctor's note must be provided.
- Religious Holidays/Cultural Observances - Written note from parent/guardian must be provided.
- Funeral – Written approval for more than three consecutive days missed must be provided by teacher, social worker/counselor or administrator.

MEDICAL APPOINTMENTS

A student who has a medical or dental appointment must bring in a written note from the parent or guardian the day of the appointment. Parents are urged to make medical and dental appointments outside of school hours whenever possible. A note from the medical professional indicating that your child was seen must be submitted to account for your child's absences from school and they will be considered excused absences.

Attendance Step	Days of Unexcused Absence	School Intervention
STEP 1	5	Letter mailed out with Attendance Expectations
STEP 2	9	Personal call placed by Student Support Team to develop Attendance Improvement Plan
STEP 3	15	Review of Attendance Improvement Plan and potential involvement of our Family Support Center, or other outside agencies.

STUDENT ARRIVAL/DISMISSAL

ARRIVAL PROCEDURES

- Parking for all student drop offs will be in the Seabrook Parking lot across the street from the school. Students will not be able to enter the building until 7:25am as there is no adult supervision until then. **Parents will not be allowed to enter the building to escort students to their classrooms.**
- First period starts immediately upon entering the school. Any student arriving to the building/classroom after 7:45 am is considered late and must immediately report to the main office to sign in and receive a late pass.
- Upon entering the building students are **NOT ALLOWED** to utilize their personal electronic devices. If electronics are seen by any staff member, school protocols will be followed.

DISMISSAL PROCEDURES

- Kindergarten & 1st Grade as well as those with siblings will be dismissed at 2:25 pm. Please enter door #2.
- 2nd – 5th Grade students will be dismissed at 2:25 pm. Please enter door #11.
- Walkers and pickups will have a staggered dismissal. **PHOTO I.D. is REQUIRED** for all pickups. **All students must be picked up by 2:45 pm, failure to do so may result in an administrative hearing.**

PARENT/GUARDIAN PICKUPS FOR DISMISSAL

Any student who is picked up every day from school at dismissal by a parent/guardian must have a note on file in the main office. The note must be signed by a parent/guardian. If at any time a student must have a temporary pick-up arrangement, a parent/guardian note must be provided to the main office prior to the dates of pick-up.

Parents/Guardians must designate adults who are allowed to pick up their child(ren) from the school. This is done by contacting the main office and providing written documentation giving those individuals permission. They must be over the age of 18 and have proper identification for the school to release the child(ren). If for any reason someone other than those designated adults or emergency contacts comes to pick up your child(ren), the main office must have a written note from the parent/guardian

giving said person permission to pick up the child(ren). Any other notification will not be sufficient in this situation and the child(ren) will not be released.

EARLY DISMISSAL

Any student leaving school early **must** have a note signed by their parent/guardian notifying the main office the morning of the day they will be leaving early. In the case of an emergency pick-up the main office **MUST be notified no later than 1:00 pm and parents/guardians MUST bring a Photo I.D. when signing out their child(ren) at the main office. Additionally, all early dismissals must take place prior to 1:45pm or the students will go to their designated dismissal location. No student will be allowed to leave the campus without first being signed out at the main office.**

ARRIVAL & DISMISSAL FOR WALKERS

Any student designated as a walker for the entire school year must provide the main office with a parent note stating such on the first day of school. If at any time a student must have a temporary walking arrangement a parent note must be provided to the main office prior to beginning as a walker.

YELLOW BUS TRANSPORTATION

All students receiving yellow bus transportation are entitled to have only one (1) bus route assigned to them at any time. Students cannot be scheduled for more than one pick-up or drop-off location. Should a parent/guardian wish to alter their child(ren)'s pick-up and/or drop-off location they will need to contact the CSAT Transportation Coordinator (Karen Gould, ext. 4118) and submit a transportation change which may take up to two weeks to take effect. Therefore, please plan accordingly and provide the school advanced notice of any planned transportation changes. Any transportation changes may take up to 2 weeks to take place during the school year.

Students who use bus transportation provided by their District of Residence must adhere to the rules and regulations put forth by both, CSAT and the District of Residence. Riding the bus is a privilege and students must conduct themselves in a polite, respectful, and orderly manner to ensure that all riders get to and from school safely. *****There will be No Temporary Bus Passes Issued for the 2025-2026 School Year*****

CONSEQUENCES FOR MISBEHAVIOR ON THE BUS

Depending on the severity of any write ups, there may be immediate consequences that need to be taken. Below is a typical pattern for potential consequences of bus write ups.

- 1-3 Write Ups within the school year may result in a 1-day bus suspension.
- 4-5 Write Ups within the school year may result in a 2-day bus suspension.
- 6-7 Write Ups within the school year may result in a 3-5-day bus suspension.
- Anything over 7 Write Ups may result in the inability to use the bus for one year.
- Parents/Guardians will be notified by CSAT in the event of a suspension.



CODE OF CONDUCT & DISCIPLINE

EXPECTATIONS FOR STUDENT BEHAVIOR

CSAT is a school focused on Positive Behavior Interventions and Supports (PBIS). This is a positive, proactive school-wide approach that will emphasize learning and understanding of core values. Through PBIS students are taught expectations for appropriate behavior and will be provided opportunities to practice those desired behaviors daily. To achieve this, CSAT will celebrate students' achievements both extrinsically and intrinsically on an ongoing basis.

- **4 COMPONENTS OF PBIS:**
 - A school-wide matrix of behavioral expectations.
 - Opportunities to be taught desired behaviors.
 - An acknowledgement/reinforcement system to celebrate student success.
 - Logical and appropriate consequences for not meeting behavior expectations.

SCHOOL RULES

- Follow directions of all adults
- Keep hands, feet, and objects to yourself
- Use Appropriate language and gestures
- Do your work to the best of your ability

DIGNITY FOR ALL STUDENTS ACT (DASA)



The New York State Dignity for All Students Act (*Dignity Act*)

The Dignity Act states that, “NO student shall be subjected to harassment or discrimination by employees or students on school property or at a school function based on their actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex.”

The Charter School for Applied Technologies fully supports the Dignity Act and is committed to ensuring that all students benefit from a safe and supportive school environment, free from the fear of discrimination or harassment, including bullying. Bullying is defined as an imbalance of power between the person(s) perpetrating the bullying and the target(s) and a variety of intentional and/or coordinated negative acts

to inflict harm, either psychological or physical, carried out repeatedly over time. Below are the 3 components that compose bullying.

1. Deliberate – a bully’s intention is to hurt someone
2. Repeated – a bully often targets the same victim again and again
3. Power imbalance – a bully chooses victims he or she perceives as vulnerable

If an incident of bullying is suspected please contact the DASA coordinator, John Bresnock at jbresnock@csat-k12.org. Incidents may also be reported on the school website at Bully STOP.

SEARCH & SEIZURE POLICY

It is a primary goal and objective at CSAT to provide and maintain order, safety, and security to students, visitors, and school personnel. Therefore, the following actions may be taken:

- Perform unannounced searches of both students and lockers for potential seizure of all substances or materials prohibited by school policies or state / federal law.
 - o Student lockers are the property of CSAT.
- Storage and or return of these items will be at the discretion of school administration and may be subject to legal impoundment.

BATHROOM USE

All students will be allowed to use the bathroom during class with permission from their teacher. There will be no bathroom use during dismissal times. The rules for bathroom use are:

- Restriction of bathroom use to designated areas only
- Use quiet, indoor voices only
- Keep hands, feet and objects to themselves
- No loitering/horseplay or graffiti
- All garbage must be placed in trash cans

Any student misbehaving or misusing the bathroom facilities will be subject to disciplinary action.

DRUGS, ALCOHOL AND TOBACCO

CSAT discourages the use of alcohol/drugs in two distinct ways. First, CSAT has established a strict rule forbidding student from either using alcohol/drugs on campus or coming on to campus, at any time, under the influence of such substances. The school cannot and will not tolerate behavior that compromises this basic belief.

Secondly, we as a school will communicate our concerns about student alcohol/drug use to parents when we sense a pattern of behavior or work that suggests a student is falling into involvement.

Students who possess, consume, or come to the campus or school-sponsored events under the influence of alcohol or illegal drugs will be referred to administration and the proper authorities.

CELL PHONE/INTERNET ENABLED DEVICES POLICY

In accordance with New York State (NYS) Education Law, CSAT has adopted a policy with clear expectations regarding the use of Cell Phones/Internet Enabled Devices throughout the school day. Students may not keep their device(s) on their person throughout the school day. Once students enter the K-5 building, all students will be expected to turn their devices off and store them away in their backpacks within their locker or cubby depending on the classroom design. This means starting at 7:25am until the student dismisses from the building the cell phone/internet enabled device(s) need to be off and away. This includes all aspects of the building as well as going on field trips.

- **First offense:** The student will be asked to give the device(s) to a teacher or staff member, which will be turned over to a Behavior Interventions Specialist (BIS) or administration who will contact the parent or guardian. Device will be returned to the student when they dismiss for the day.
- **Second offense:** The student will be asked to give the device(s) to a teacher or staff member, which will be turned over to a Behavior Interventions Specialist (BIS) or administration who will contact the parent or guardian. Device will be returned to the student when they dismiss for the day.
- **Third offense:** Administration will secure the device in a locked cabinet at the school until the parent or guardian is able to retrieve the device(s) and meet with school administration to discuss expectations for future storage.
- **Refusal to Comply:** This is considered insubordination and will be handled consistent with the Code of Conduct.
 - ***An internet-enabled device violation becomes insubordination when a student willfully fails to follow a direct instruction from staff.***

CLASSROOM TELEPHONES and OTHER ELECTRONIC DEVICES

Telephones in the classrooms are not for use by students. Students will be called to the phone only in emergencies and only messages of an urgent nature will be delivered to students. Students who need to use the phone will do so from the School Office.

Students found to be utilizing any form of information technology, including their own personal electronic devices, to intimidate, harass or threaten others will be subject to disciplinary action as outlined in the Discipline Code for Student Behavior (E.10.) and Dignity for All Students Act.

COMPUTER USAGE POLICY

CSAT has an acceptable computer usage policy that is strictly enforced. If it is determined that a student does not adhere to the policies and procedures set forth, they will be unable to have access to school computers, i.e., internet, desktop capabilities, email, etc. Further disciplinary actions may also result from the violation of school policies.

To view the full CSAT Acceptable Usage Policy go to www.csat-k12.org, click the “About Us” link then go to “Policies” page and find the “Acceptable Use Policy”.

CLASSROOM PROCEDURE DISCIPLINARY ACTIONS

Any student not following the school-wide behavior expectations will receive a verbal warning. Further disruption will initiate a second warning (i.e., seat change, non-verbal cue, time-out, etc.) If a student continues to exhibit negative behavior, the teacher will fill out an Office Discipline Referral (ODR) which will result in an appropriate consequence.

STUDENT DISCIPLINE INFORMATION

CSAT students are expected to act as safe, responsible, and respectful young adults. The students who are referred for disciplinary action will follow the process outlined below.

CSAT follows the NYS Zero Tolerance Policy regarding school violence, weapons possession, harassment, and possession/consumption of controlled substances.

CONSEQUENCES FOR PLAGERISM/CHEATING

Cases of plagiarism and cheating will be handled promptly and appropriately.

CONSEQUENCES FOR DISCIPLINE REFERRALS

Any student receiving a Discipline Referral will receive one of the following consequences administered by one of the following staff members: classroom teacher, behavior intervention specialist or school administrator.

- Parent/guardian phone call or meeting
- Loss of privileges
- Lunch detention
- ISS (in-school suspension)
- Restorative conference
- OSS (out of school suspension)
- Superintendent's hearing
- Permanent suspension

STUDENT DRESS CODE POLICY

The CSAT dress code is designed to encourage a clean, neat, and modest appearance that is conducive with maintaining a serious intellectual atmosphere. But the school dress code allows the students to show their pride in being part of the CSAT family. It is the responsibility of each student to be familiar with the dress code and adhere to it daily. The dress code expectation is to be maintained throughout the regular school day in all parts of the campus. Therefore, students should be in dress code upon arrival and dismissal from school except for any attire required to cope with the weather (i.e., boots in winter). However, students will be expected to change immediately into dress code once they have arrived in school.

Students violating the school dress code policy shall be required to modify their appearance to conform with the dress code if possible. Students out of compliance repeatedly may be subject to disciplinary action by administration.

DRESS CODE

- School-issued, CSAT polo shirt. (*Alternate school-logoed apparel may be approved on a specific basis to recognize school-sponsored activities*). School-issued athletic uniforms cannot be worn during the regular school day.
- School-logoed fleece, solid navy blue or black knit sweater/fleece or may be worn over CSAT shirts.
- Footwear should consist of black dress shoes with a hard rubber sole and closed toe, or all black sneakers. No work boots, sandals, military boots or winter boots including *Uggs, Timberland, Crocs* etc.
- If a belt is worn, no decorative buckles.
- **Gentlemen:** Navy or black properly sized (must be firmly around waistline) dress pants. *Navy or black shorts may be worn August through Oct 1st and from May 1st through the end of the school year.*
- **Ladies:** Navy or black dress pants or knee-length skirts. *Navy or black capri-style pants or shorts may be worn from August through Oct 1st then again from May 1st through the end of the school year.*

GENERAL DRESS CODE GUIDELINES (all students)

- Clothing should be neat, clean and in good repair and neither too short/long, too tight, nor too revealing.
- Headwear may be worn for religious purposes only.
- Hair color other than natural colors is **not permitted**.
- Reasonable sized purses that are not disruptive to the classroom environment are acceptable.
- Students are allowed to wear one pair of stud earrings in their ears, and a wristwatch (**excluding Smart watches**). The wearing of any other jewelry is prohibited. Piercing retainers are allowed if they are clear and flush with the skin. Retainers can be purchased from administration.
- Outdoor attire (including hats, coats, jackets, parkas, gloves, scarfs, winter headbands, and hoodies) will not be worn in school and should remain in the student's locker throughout the day.
- No wearing of any headphones unless they are being used for computer usage within the classroom.
- No wearing of hooded sweatshirts, with or without a CSAT logo.

If a student is discovered out of compliance with the dress code, they will be required to remedy the situation immediately. If the apparel is not in school, they will be expected to call home to obtain it. Parents confronting financial difficulties that prevent them from obtaining school-issued items should contact *Family Support Center Director, Michael Walter at 716-871-7400 ext. 4106.*

LOST AND FOUND ITEMS

Below is a summary of how lost property is dealt with at CSAT. We appreciate that replacing lost items can be expensive, so hopefully these guidelines will help.

In the unfortunate event that your child does lose something, they should check the lost and found bin located in the front foyer by the main doors. PLEASE LABEL ALL PERSONAL ITEMS with your child's first and last name – especially CSAT logoed fleeces.

- At the end of each month the lost and found is cleared out. Items not retrieved are donated. If a student's name is on any item, all attempts will be made to return the item to that student.
- At the end of the school year, the lost and found, along with any materials left in the classroom, will be held at the school until mid-July. Attempts to contact families will be made via one call now system to inform parents that materials (that are labeled with student names) will need to be picked up. After said date, items will be donated.

MISCELLANEOUS INFORMATION

FIELD TRIPS

Field trips are an important extension of our school curriculum. For your child to benefit from these activities, appropriate behavior from all students is necessary. If disruptive behavior is a concern, we reserve the right to request an adult chaperone to attend the field trip with your child. Parent permission slips will be signed in advance. Students will travel to and from school field trips by school vehicles.

HEALTH SCREENINGS

From time to time, students will be screened for serious health concerns such as vision, scoliosis, etc. A permission slip will be sent home, in advance of the screening, for parent permission.

Immunizations are mandatory for your child(ren) to attend school. To ensure that your child(ren) is fully compliant with New York State Immunization Requirements for the 2025-2026 school year please refer to the following:

www.csat-k12.org → Health/Nurses Office → Immunizations.

RETENTION

Administration and Teachers will work collaboratively to determine retention based upon individual student needs. Parents will be notified no later than the end of the third quarter if they are being considered for retention. Further conversation and assessment collection throughout the remainder of the year will help to make the final decision.

UPDATING CONTACT INFORMATION

Parents throughout the school year, please make sure that your contact information is up to date. If you have a change of address, change of phone number, or change in your emergency contacts list, please contact Stacey Kellar (ext. 5105) at the Family Support Center.

SCHOOL CONTACT INFORMATION

Charter School for Applied Technologies **Elementary School Building**

2303 Kenmore Ave.

Buffalo, NY 14207

www.csat-k12.org

Phone: (716)876-7505 Fax: (716) 876-9758

CSAT ELEMENTARY SCHOOL ADMINISTRATION

Mrs. Jurewicz – Principal	Sjurewicz@csat-k12.org	ext: 1146
Mr. Mears – Assistant Principal	Dmears@csat-k12.org	ext: 2215
Mr. Stearns – Assistant Principal	Sstearns@csat-k12.org	ext: 1331
Mrs. Williamson – Director of Curriculum	Nwilliamson@csat-k12.org	ext: 2216
Mrs. Shannon – Director of Special Education	Cshannon@csat-k12.org	ext: 1141
Mrs. Belkorchi – Assistant Director of Special Education	Tbelkorchi@csat-k12.org	ext: 2253

STUDENT SUPPORT TEAM

The Charter School for Applied Technologies recognizes that childhood is filled with a variety of concerns for many students. Considering this unique period in life, the Charter School for Applied Technologies understands the need to establish a comprehensive Student Support Team that includes two counselors, two social workers and two behavior intervention specialists. This helps students when they may be confronted with problems of academic/behavior, family relations, peer pressure, eating disorders, chemical use, depression, and suicide.

Ms. Fitzsimmons– School Social Worker	Mfitzsimmons@csat-k12.org	ext: 1331
Ms. Krieger – School Counselor	Akrieger@csat-k12.org	ext: 1207
Ms. Hill – School Counselor	Dahill@csat-k12.org	ext: 1109
Mr. Bresnock – School Counselor	Jbresnock@csat-k12.org	ext: 1210
Mr. McGriff – Behavior Intervention Specialist	Kmcgriff@csat-k12.org	ext: 2218
Mrs. Cathcart – Behavior Intervention Specialist	Jcathcart@csat-k12.org	ext: 2219

Family Support Center (FSC)
317 Vulcan Street
Buffalo, New York 14207
Phone: (716) 871-7400 Fax: (716)303-7216

THE PURPOSE OF THE FAMILY SUPPORT CENTER

The Family Support Center (FSC) at CSAT has been created to strengthen its students and families through school, community and parent collaboration to promote student success and well-being. The FSC offers family counseling to students and families to help parents address behavior issues, traumatic events and life changes as well as assistance with linkage to government support programs such as Medicaid, HEAP, EBT, housing loss and more.

If your family has lost housing due to eviction, fire, flood, loss of employment you may be eligible for assistance under the federal McKinney-Vento Program. Our school's contact for this is Mike Walter, the Director of Family Support and Engagement.

Additionally, the FSC houses our Transportation and Enrollment Offices, and uniforms can also be purchased on site.

FAMILY SUPPORT CENTER CONTACTS

Mrs. Gould – Transportation Services	Kgould@csat-k12.org	ext: 4118
Ms. Bilquin – Enrollment Office	Sbilquin@csat-k12.org	ext: 4120
Mrs. Kellar – Enrollment Clerk (Updating Contact Information)	Skellar@csat-k12.org	ext: 5105
Mr. Walter – Director of Family Support Center & Engagement	Mwalter@csat-k12.org	ext: 4106

CLOSING MESSAGE

As we enter the 2025-2026 school year, we must all continue to work diligently for the safety and well-being of our students as well as all the people involved in your child's education. That said, it is vital that all students, families, teachers, and staff follow the district-wide expectations outlined within this handbook throughout the school year. We at CSAT will do everything within our power to ensure that our students are able to obtain the best education possible and we are looking forward to having a safe and successful school year.

As a final request, we are asking that all parents/guardians review these expectations and have conversations with their child(ren) to avoid confusion and help their child(ren) understand why following these expectations are important to all parties involved. We know that this is a lot of information, but remember we are always here to help.

2025-2026 School Signature Page

Handbook/Code of Conduct Policy

I _____ (parent/guardian) have read, understand and agree to the terms and contents set forth in this handbook as well as CSAT's Code of Conduct which includes the CSAT Cell phone policy. Additionally, I reviewed this information with my child(ren) and we understand that this document represents a good-faith gesture on the part of the school to provide a safe, equitable and above all valuable learning experience for my child.

I _____ (student of CSAT) have read the policies and rules contained in this handbook, CSAT's Code of Conduct as well as the CSAT Cell phone policy and pledge to adhere to them to the best of my ability. I promise to act in a positive manner and work to my potential.

Parent/Guardian Signature: _____ Date: _____

Playground Permission Slip

When weather and circumstances permit, students are walked to the local park/playground, J.H. Williams, for gym class and/or other classroom activities. The park/playground is located at the corner of Vulcan and Seabrook Streets. Students are supervised by the teacher.

Please sign below to allow your child to participate when appropriate.

_____ (student name) has my permission to walk to the J.H. Williams Park at Vulcan and Seabrook Streets with his/her class.

Teacher Last Name: _____

Parent/Guardian Signature: _____ Date: _____

Students and parents will be expected to sign this page, **detach it and return it within the first week back to school.** Thank you.

"Today and every day I promise to be Safe, Responsible, and Respectful so that I am ready to learn."

