

# “The Quote”

web: [www.westirondequoit.org](http://www.westirondequoit.org)

September 2020

## Special Back to School Edition for Parents/Guardians

# Welcome back!

## Classes begin Thursday, September 10 for grades K-12

### A Message from the Superintendent:

We begin again. With hope and resolve.

When the doors swing open to our 10 school buildings on Thursday, Sept. 10th, masks will cover the faces of our students and staff. There will be anxious moments. We know this from living the past six months in a world turned upside down. But we also know there will be smiles beneath those masks on Sept. 10th.

Indeed, school will look different. To some degree, how can it not?

The whole world has looked a little different since mid-March. We think having students back in classrooms will make it feel a little more normal. Of course, not everyone is coming back, and that’s OK. We understand why. About 15 percent of our student body has decided to start the school year in our Full Remote Instruction model, a commitment they must honor for the first 10 weeks of the 2020-21 school year.

Our staff has built a model for those students that is much better than last spring and will ensure they receive the resources and support needed to succeed. No matter whether your child has elected Full Remote Instruction or our Hybrid model with in-person instruction, I pledge to you this: We will do everything we can to continue to deliver the type of education – a West Irondequoit education – that you’ve come to expect.

We can’t do it alone, though.

I sign a lot of letters to you with these words in closing: “In Partnership.” I mean it. We have needed you, our families, to step up in a way like never before. So, thank you. We needed your help, your hard work and your trust. We always do.

Our partnership is an essential element to success in West Irondequoit.

We bring our District’s mission to life by welcoming each child, nurturing each mind and inspiring each other to peak performance by working together for our children. In an average year, we collaborate in hundreds of ways. Seldom has our partnership been more critical. To ensure a healthy and safe learning environment this school year, it will take a full team effort. Again.

How does it look and feel to welcome, nurture and inspire during a global pandemic? First, it begins by sharing. Our families and staff have been great at sharing ideas, questions and concerns to drive

our thinking to a deeper level. Because of you, our reopening plan puts safety first while honoring all of the aspects that make West Irondequoit extraordinary, such as neighborhood schools, challenging coursework, social and emotional learning, civic engagement and social justice, and opportunities for special interests. Your input helps us to consider all needs and perspectives to ensure equity and inclusivity.



*continued on page 10*

### More news inside...

Dignity for All Students Act.....	2
Leadership Updates at West Irondequoit.....	3
Attendance Policies.....	7

Food Services News .....	11
Stay Connected with West Irondequoit.....	15
School Calendar .....	19



## What is DASA? Dignity for All Students Act

In accordance with NYS Education Law, the Board of Education has adopted West Irondequoit CSD Policy #3171, to provide a framework of support in order to continue to maintain a culture and climate of mutual respect in our schools. Additionally, the Code of Conduct provides expectations for students, staff and residents as they work, volunteer and visit our schools.

In each school, a DASA Coordinator is thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender (identity or expression) and sex. The coordinators are available to assist families with any concerns.

Our DASA Coordinators are:

### Irondequoit High School

Principal Alecia Zipp-McLaughlin  
585-336-2911 / alecia\_mclaughlin@westiron.monroe.edu

### Dake Junior High School

Principal Maryanne Heiman  
585-336-2960 / maryanne\_heiman@westiron.monroe.edu

### Iroquois Middle School

Principal Christian Zwahlen  
585-336-0804 / christian\_zwahlen@westiron.monroe.edu

### Rogers Middle School

Principal Michelle Flood  
585-336-4717 / michelle\_flood@westiron.monroe.edu

### Briarwood School

Principal Kathleen Bush  
585-336-1610 / kathleen\_bush@westiron.monroe.edu

### Brookview School

Principal Alicia Spitz  
585-336-1630 / alicia\_spitz@westiron.monroe.edu

### Colebrook School

Principal Kathleen Bush  
585-336-1600 / kathleen\_bush@westiron.monroe.edu

### Listwood School

Principal Kelly Santora  
585-336-1640 / kelly\_santora@westiron.monroe.edu

### Seneca School

Principal Alicia Spitz  
585-336-1620 / alicia\_spitz@westiron.monroe.edu

### Southlawn School

Principal Kelly Santora  
585-336-4753 / kelly\_santora@westiron.monroe.edu

### DASA Compliance Officers

Mrs. Michelle Cramer  
Assistant Superintendent for Human Resources  
585-336-2995 / michelle\_cramer@westiron.monroe.edu

Kimberly Schon

Director of Athletics  
585-336-3006 / kimberly\_schon@westiron.monroe.edu

James Brennan

Assistant Superintendent for Finance  
585-336-2993 / james\_brennan@westiron.monroe.edu

Karen Finter

7-12 Director of Instruction  
585-336-2981 / karen\_finter@westiron.monroe.edu

Christina Miga

K-6 Director of Instruction  
585-336-2981 / christina\_miga@westiron.monroe.edu

## Directory

A directory is available at [www.westirondequoit.org](http://www.westirondequoit.org). Click on "Directory" and then "Staff Directory". You can find an employee when searching by name, building or position.

## Code of Conduct

A summary of the West Irondequoit Central School District's Code of Conduct will be mailed to all parents/guardians. Copies will also be distributed to all students during September. The entire Code of Conduct is posted on the district website. Copies are available in each school. This document, adopted July 26, 2001 in accordance with Section 2801 of the Education Law, and reviewed annually, governs the conduct of students, faculty and other staff, and all other persons whether or not their presence is authorized, and also pertains with respect to any other premise or property under control of the District used in teaching, administrative, service, cultural, recreational, athletic and other programs and activities.

Please review the contents of this important document and share it with your child in an effort to support compliance and positively influence a school culture promoting teaching and learning. It is suggested that you retain your copy for future reference.

## Leadership Updates at WICSD



**Michelle Cramer**  
Assistant Superintendent of  
Human Resources  
West Irondequoit CSD

Mrs. Michelle Cramer was appointed the district's new Assistant Superintendent for Human Resources in late May. A veteran educator and administrator whose career started in 1995, Cramer started in her new role on July 1, 2020. She replaced Dr. Tim Terranova, who departed to become Superintendent of Victor Central Schools.

This is Cramer's fourth different position in West Irondequoit, following leadership roles as Principal at Dake Junior High School (2016-2020) and Principal of Brookview and Seneca elementary schools (2008-16). She also taught second grade at Listwood elementary (2002-05). Cramer's career started at Palmyra-Macedon in 1995 as a middle school reading specialist and teacher. She moved to Listwood in 2002, then spent three years in the Victor CSD as a K-3 assistant principal before returning to West Irondequoit in 2008.

Cramer and her husband of 26 years, Trevor, reside in Victor. Their oldest child, Ethan, is a 2019 graduate of Mercer University and lives in the Boston area. Their other son, Spencer, is a junior at Brandeis University near Boston.



**Maryanne Heiman**  
Principal  
Dake Junior High School

After three years as Assistant Principal at Dake, Ms. Maryanne Heiman is the new leader for grades 7-8 students and staff. She was appointed in August and succeeds Mrs. Michelle Cramer, the District's new Assistant Superintendent of Human Resources.

Prior to her arrival in West Irondequoit in 2017, she worked in the Rochester City School District from 2006-17 as an elementary teacher and then as an instructional coach in mathematics (grades K-8). A native of Smithtown in the Long Island area, Ms. Heiman earned her Bachelor's degree at SUNY Geneseo and owns a Master's degree from SUNY Brockport in Education and Human Development. She also earned her K-12 Educational Leadership/Administration Certification through the University of Rochester's Warner School of Education. Heiman resides in Brighton and enjoys traveling, running, reading and spending time with family and friends. For two decades she has volunteered for a week in the summer at the Mid-Hudson Valley Camp in Esopus, N.Y. It gives an overnight summer experience for young adults and adults with developmental disabilities.



**Todd Fleming**  
Interim Assistant Principal  
Grades 9 & 11  
Irondequoit High School

Mr. Todd Fleming has shifted to a new role this school year in the absence of Mrs. Amy Vandergrift, who is on maternity leave. Fleming has worked at West Irondequoit since 2004 as a social studies teacher at Irondequoit High School. He is a National Board Certified Teacher who has served as a Social Studies Contact Teacher for the past seven years. A Greece native, he served his country prior to teaching. Mr. Fleming was a commissioned officer in the United States Army, where he served in many overseas assignments including Germany, Greece, Kosovo and Afghanistan. An Aquinas Institute graduate, Fleming earned a Bachelor's Degree in History from St. Bonaventure University and Masters in Secondary Education as well as a Certificate of Advanced Study from SUNY Brockport. Todd and his wife, Dianna, live in Fairport and have been married for 16 years. They have two children, Hannah and Tyler.



**Casey Nelan**  
Interim Assistant Principal  
Grades 10 & 12  
Irondequoit High School

Ms. Casey Nelan will serve the district in a new capacity for the 2020-21 school year. She is a new Interim Assistant Principal at Irondequoit High School (grades 10 & 12). She has been with the district for 19 years. A native of Bloomfield, Ms. Nelan's tenure started at Dake Junior High School (six years) and she has been at IHS ever since. During her time, she taught English for all grades (7-12), she has served as the English Contact Teacher, Summer School Principal and as a substitute in the Advanced Placement office. Ms. Nelan holds a Bachelor of Arts degree in English Literature from Nazareth College and a Master's Degree in Liberal Arts from Brockport as well as a Certificate of Advanced Study. She resides in Webster and is excited about her son Riley's upcoming wedding in October to her daughter-in-law, Devyn. 📖



## Safety: Know Your Speed!

The Town of Irondequoit's speed limit laws, including many in zones around our schools, have been in place for more than two years and have reduced speeds on most roads throughout the town to 30 miles per hour and 20 in school zones during school hours. According to the Town of Irondequoit website, below are the speed limits:

### 25 mph school speed zones (during school hours only)

- **Seneca School:** The portions of Thomas Ave. & St Paul Blvd. near the school
- **Rogers School:** The portions of Seneca Ave. near the school

Note: most Irondequoit schools already have school speed zones on town (local) roads.

### Town roads near schools - 25 mph

Additionally, many of the town roads near schools have been reduced to 25 mph.

### West Irondequoit Central School District

- **Dake Jr. High/ Irondequoit High:** Biltmore Dr., Hoover Road, Gardham Road (both North and South of campus), Winona Blvd.
- **Listwood School:** List Ave.
- **Rogers/Southlawn schools:** Burwell Road, Northfield Road, Rawlinson Road
- **Briarwood School:** Briarwood Drive, Somershire Drive
- **Brookview School:** Brookview Drive
- **Iroquois/Colebrook Schools:** Colebrook Drive, Washington Ave., Cinnabar Road, Shorewood Drive

### Roads lowered to 30 mph

- **Cooper Road:** Entire road (20 mph in front of IHS)
- **Titus Ave.:** Between Gardham Road and St. Paul Blvd.
- **St. Paul Blvd.:** North of Pattonwood Drive in Summerville neighborhood

## For Remote Learners

For students/families in the Full Remote Instruction model for the first 10 weeks of the 2020-21 school year, the deadline to submit your request to join the Hybrid model for the second semester is Monday, Oct. 19. That will provide enough time to assess spacing and staffing needs. Learning model shifts are dependent on available space, staffing and current safety regulations. In early October, the district will email Full Remote families a Change Model Form to submit prior to Oct. 19th. [📄](#)



## The West Irondequoit PTSA invites you to become a member!

Today, PTSA's role is more important than ever in connecting parents, teachers, students and administrators, and supporting critical school needs. We want every family in our district to join PTSA, because we can do more together than apart.

To join, go to: <https://wicptsa.memberhub.store/>

Joining entitles you to a free copy of the WICPTSA district activities calendar. The calendar not only includes event information for all 10 schools it also contains contact information for our West Irondequoit CSD District personnel, Board of Education, Community and PTSA representatives.

This year, due to the pandemic and safety guidance, calendar distribution options will be communicated via email and social media. Purchasing a PTSA membership does not obligate you to volunteer, although we welcome your involvement if you are interested.

By JOINING your financial donation supports our PTSA district programs:

- Cultural Arts and Family Events at each school
- Parent Connection thru meetings, informational and educational sessions
- Parent Advocacy for Children with Special Needs
- Reflections Creative Arts Program
- School Pictures
- Staff Appreciations
- STEM Scholarships (grades 7-12)
- Cultural Arts Scholarships (grades 4-12)
- Red Ribbon/Wellness Week Campaign
- Get Out the Vote Campaign
- PTSA Calendar and PTSA Post



## Strides to support the ‘whole’ student

In the first paragraph of the West Irondequoit Central School District’s mission statement, it reads: “Our community welcomes each child, nurtures each mind and inspires each other to peak performance.” To achieve that, now more than ever, requires supporting Social and Emotional Learning needs or “SEL” of students. West Irondequoit has started several initiatives to benefit the development of the whole child. Some of those include:

- The addition of a Supervisor of Counseling, Student Equity and Wellness
- The addition of a new COVID-19 Counselor
- Two new Youth Assistants for Irondequoit HS and Dake Junior HS
- A new PEAK program at IHS and Dake
- Development of a new Coalition for Diversity & Equity

As of this publication, the district is still in the process of hiring the new Counseling, Student Equity and Wellness supervisor. This person will be instrumental in supporting SEL programs district-wide. Mr. Scott Steinberg, a veteran counselor in the district, is the new COVID-19 Counselor. He will support students K-12 with unique needs related to the COVID-19 pandemic, such as anxiety, trauma and necessary life adjustments. Steinberg is about to start his 20th year in West Irondequoit, including the past eight as a counselor at Irondequoit High School. Prior to coming to the WICSD, he was a K-6 counselor in Spencerport.

“I know how difficult this pandemic has been for our students and their families,” said Steinberg, whose first two weeks in West Irondequoit was amid the 9/11 tragedy. “This role isn’t meant to replace our building-level counselors. I am an additional layer for the COVID- and quarantine-related needs of our students – just more support for our community.”

The Youth Assistants are Mr. James Elliott, who has been a part of the WICSD security team, and Mr. Floyd Gibson, a new hire. “As we integrate more restorative practices into our buildings, we are balancing our resources to secure our buildings while providing access to trusted adults with the time to help,” said Superintendent, Dr. Aaron Johnson. “James and Floyd will invest in meaningful

and reflective conversations with students. These practices will help foster relationships, build community and repair harm.”

What are restorative practices?

“They’re about building a culture based on community and relationships,” said Johnson, who has worked closely with WICSD’s Leadership Team in this initiative. “Restorative practices are about recognizing when you’ve harmed others or felt harmed yourself and then taking the time to repair that harm and the relationships that were damaged.”

A common misunderstanding about restorative practices, Johnson said, is that they don’t include consequences. “They do. They’re an important component of restorative practices – to convey a level of accountability – sometimes natural and sometimes imposed upon.”

The new PEAK program stands for: Promoting Excellence And Kindness. On Wednesdays this fall when there is no synchronous instruction, students in grades 7-12 will meet virtually in small groups with a trusted adult – a sort of weekly “check-in” for approximately 30 minutes to make sure everyone is managing life in these strange days.

“As we strive to empower kids to reach their ‘peak performance,’ SEL is a big part of that,” said Mrs. Karen Finter, the WICSD’s Director of



Instruction for grades 7-12.

The Coalition for Equity & Diversity, a mission developed over the summer, will be comprised of a variety of key community voices, including students, parents, faculty and staff. It will work as an advisory group to the Superintendent regarding systems, policies, practices and experiences related to equity, access and diversity.

“We are committed to cultivating a welcoming environment that appreciates diversity, strives for inclusivity and fights for equity,” Johnson said. “This moral imperative is reflected in our commitment to opportunities such as the Urban-Suburban Program, Mosaics Club, the Pathways to Teaching program and being the spark that created Roc2Change – the Student Summits on Race. We are working hard to embed and sustain culturally responsive practices into our classrooms and build a restorative community that supports every student.” [»](#)



## Invitation for Pesticide Notification

New York State Education Law Section 409-H requires all schools to provide periodic written notification to all persons in parental relation, faculty, and staff regarding the use of pesticides. School districts are also required to maintain a list of persons who wish to receive 48-hour prior written notification of certain scheduled pesticide applications. Please note that the following pesticide applications are not subject to prior notification requirements. It is our intention to only use these types of methods to control pests:

- Those followed by a continuous 72-hours of no occupancy;
- Anti-microbial products;
- Nonvolatile rodenticides or insecticides 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;
- EPA designated bio-pesticides;
- EPA designated exempt materials under 40CFR152.25 applications;
- 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.

It is our intention to only use these types of methods to control pests as part of our integrated pest management system. Once a month a representative from our contract pest control firm meets with the custodian or custodial assistant from each building to review any pest problems that may exist in the building. If there are any such problems, the area is investigated and the least toxic method of eliminating the problem is chosen. The pest control firm is also available to respond within 24 hours for emergencies. Should an emergency application be necessary to protect against an imminent threat to human health, a good faith effort will be made to supply written notification after-the-fact to those on the 48-hour prior notification list.

If you would like to be on the list to receive 48-hour prior notification of pesticide applications that could occur in your school, please complete the enclosed form and return it no later than October 1, 2020. Notification will be mailed to the address that you designate on this form. To obtain further information about the district's pesticide management, please contact John Conti, Executive Director of Operations, 720 Washington Avenue, Rochester, NY 14617; 585-336-3009, FAX 585-336-3064; john\_conti@westiron.monroe.edu.

## Board of Education

The Board of Education is made up of seven members, all volunteers, elected by the community. The board meets twice a month.

Business meetings are held the third Thursday of the month (unless otherwise indicated) in the Suzanne Dreher Conference Room, District Office, 321 List Avenue, beginning at 7:00 p.m. Board study sessions are held the first Thursday of the month.

Board meeting dates, locations, agendas, agenda materials, and minutes will be posted on the district website: [www.westirondequoit.org](http://www.westirondequoit.org)

Meetings are open to the public and public comment is routinely scheduled at meetings or via video conferencing. Contact District Clerk Patricia Kelly at 585-336-2983 or [patricia\\_kelly@westiron.monroe.edu](mailto:patricia_kelly@westiron.monroe.edu) with any questions.

**T**he West Irondequoit Central School District does not discriminate on the basis of race, color, national origin, ethnic group, sex, sexual orientation, disability, age, marital status, weight, veteran status, military status, religion and religious practice in its programs and or activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Asst. Superintendent of Human Resources, Mrs. Michelle Cramer, 321 List Ave., Rochester, NY 14617, 585-336-2995.

### Request for Pesticide Application Notification \*

Return completed request form to:  
West Irondequoit Central School District  
Attn: Pesticide Notification  
720 Washington Avenue  
Rochester, NY 14617



Please notify me of scheduled pesticide applications for the schools I have circled: Briarwood • Brookview • Colebrook • Dake • IHS • Iroquois • Listwood • Rogers • Seneca • Southlawn • Evans & McGraw Learning Center

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

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

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

E-mail address: \_\_\_\_\_

*\*You only need to register once for notification. If you have registered previously, DO NOT REGISTER AGAIN. You are permanently on the notification list until you ask to be removed.*

## Our Attendance Policies

West Irondequoit's attendance policy reflects the Board of Education's belief that attendance and achievement are directly related, and that students, parents, and the district all share responsibility for assuring high levels of student attendance. This summary is intended to inform you of the key features of the policy and related procedures.

### General

The attendance policy (and its accompanying regulations) provide for a number of components:

- Classification of absences as "excused" or "unexcused" (see below)
- Establishment of a comprehensive register of attendance in each building
- The promotion of incentives for good attendance and disincentives for excessive absence
- Procedures for parent involvement and for school-parent communication regarding attendance issues
- Procedures for school-parent collaboration in addressing excessive absence
- The possible denial of credit (for high school level courses) as a consequence of excessive absence (see below)
- Procedures for annual review and, where necessary, improvement of the district's attendance policy

### Classification of Absences

Each student absence, tardiness, and early departure from scheduled instruction will be classified and recorded as "excused" or "unexcused" based on the reason for the absence.

Excused absences may be for the following reasons:

- Personal illness or hospitalization
- Medical or dental appointment that can not be scheduled outside school hours
- Death in the family
- Religious observance
- Legal obligation (i.e., required to be in court)
- Authorized school activity (e.g., field trip, music lesson)
- College visits
- Other reasons as may be approved by the principal and are consistent with the intent of the policy

Absences for any reason other than those listed above are unexcused. Such absences include, but are not limited to:

- Family vacation
- Oversleeping
- Babysitting
- Car trouble
- Take your child to work day
- Truancy/class cut
- Other

### Communication

Prior to any absence (or as soon thereafter as possible) parents should call their child's school to report the absence (full or part day) and to indicate the reason for it. Phone numbers and specific directions for reporting absences appear in each school's student/parent handbook and on the district's Web site at <https://www.westirondequoit.org>. The school will promptly notify parents of any unaccounted absences from school or class. In addition, school officials in all buildings will work closely with parents to intervene in cases where excessive absence is a concern.

### Attendance and Course Credit

For courses that carry a unit of credit toward graduation (all IHS courses and some at Duke), the district requires students to attend no fewer than 85 percent of the scheduled class meetings. For students whose attendance falls below 85 percent in a course, regardless of the reasons for absences, credit for the course may be denied.

When a student's pattern of absence could lead, if continued, to loss of credit, school officials will notify parents and collaborate with them in steps designed to improve attendance and avoid denial of credit. Prior to any denial of credit, these steps will include an attendance hearing to review the circumstances surrounding the excessive absence and to determine whether course credit should be allowed or denied. While credit could be denied when attendance falls below the 85 percent threshold regardless of the reasons for the absences, principals are authorized to consider those reasons-excused and/or unexcused-along with other circumstances, in rendering a decision.

### Policy Availability

West Irondequoit's attendance policy and its related procedures follow the guidelines set forth by the New York State Commissioner of Education.

Parents who would like a full copy of the district's attendance policy and its accompanying regulations should contact Mrs. Patricia Kelly, District Clerk, 321 List Avenue, Rochester, NY 14617 585-336-2983  
[Patricia\\_Kelly@westiron.monroe.edu](mailto:Patricia_Kelly@westiron.monroe.edu)  
Policies (#7120 and #7140) are also available on our website: [www.westirondequoit.org](http://www.westirondequoit.org).

## Child Abuse Hotline

The NYS Office of Child and Family Services operates a toll-free telephone number to receive reports of child abuse or neglect. The number is 1-800-342-3720. The Office of Child and Family Services website can be accessed here: <http://ocfs.ny.gov/main/cps/faqs.asp>

La Oficina de Servicios para Niños y Familias del Estado de Nueva York opera un número de teléfono gratuito para recibir informes de abuso o negligencia infantil. El número es 1-800-342-3720. El Sitio Web de La Oficina de Servicios para Niños y Familias se puede acceder aquí: <http://ocfs.ny.gov/main/cps/faqs.asp>





## COMMUNITY EDUCATION:

Excellence in Education for All Ages!

Due to COVID-19, all Community Education fall offerings will be digital only. To view the complete course catalogue online, go to [bit.ly/CommunityEd\\_WI](http://bit.ly/CommunityEd_WI). Also due to COVID-19, the IHS Fitness Center and pool are unavailable as of publication time. Here are some offerings:

- Art
- Babysitting class
- CPR, First Aid, Safety classes
- Fitness classes
- Health & Wellness classes
- Permit testing, pre-licensing (driver's education is on hold)

Register online! If you've ever participated in any Community Education activity or class and this would be your first time using its online registration system, call Community Education at 336-3014 and our staff can help you set up an account to get you started. If you are a new Community Education participant click the Create Account link on the Web registration page.

For more information, contact:

- Barb Reardon, Director of Community Education
- Email: [Barb\\_Reardon@westiron.monroe.edu](mailto:Barb_Reardon@westiron.monroe.edu)
- Phone: 336-3014

## Attention Pet Owners

Residents are reminded that for the safety of all of our students and visitors, pets are not allowed on any of our campuses when students are present, including during athletic competitions.

At other times, pets must be leashed and under control. Please comply with requests from school district security and athletic supervisory personnel regarding pets on our grounds.

In recent years it has become a problem so thank you for cleaning up after your animal, keeping our walkways and fields more pleasant for everyone! WICSD has provided waste bags for use in problem areas.



## 2020 - 2021 Crossing Guard Times and Locations

Irondequoit Police Department Crossing Guard Coordinator: Mary Beth Egeling / 585-336-6000 x 2236

TIMES	LOCATION	SCHOOLS
7:45 - 8:30 / 1:55 - 2:45	Pattonwood & St.Paul Blvd.	Iroquois/Colebrook
7:45 - 8:30 / 1:55 - 2:45	Washington & Lakeshore	Iroquois/Colebrook
7:50 - 8:35 / 1:50 - 2:40	Washington & Colebrook	Iroquois/Colebrook
7:50 - 8:35 / 1:50 - 2:40	Shorewood & Colebrook	Iroquois/Colebrook
7:50 - 8:35 / 1:50 - 2:40	St. Paul Blvd & Colebrook	Iroquois/Colebrook
7:30 - 8:30 / 2:00 - 3:15	St Paul Blvd. & Thomas Ave	Seneca/ Iroquois/Colebrook
7:40 - 8:35 / 2:05 - 2:45	List & Pinegrove	Listwood
7:50 - 8:35 / 1:55 - 2:35	List & Hoover	Listwood
7:35 - 8:15 / 2:40 - 3:15	Cooper Rd & Thornchliffe Dr	IHS/Dake Jr. High
7:35 - 8:15 / 2:40 - 3:15	Genrich's / Dake Jr. High School	IHS/Dake Jr. High
8:40 - 9:20 / 3:10 - 3:50	St. Paul & Thorncliffe	Briarwood/Rogers
8:40 - 9:20 / 3:10 - 3:50	St Paul near Leland Rd	Briarwood/Rogers
8:40 - 9:20 / 3:10 - 3:50	St.Paul Blvd. & Armstong, Westbourne	Southlawn/Rogers
8:45 - 9:25 / 3:00 - 3:45	Seneca & Rawlinson	Southlawn/Rogers
8:50 - 9:30 / 2:55 - 3:40	Oak Lane & Northfield	Southlawn/Rogers
8:35 - 9:25 / 2:55- 3:45	Seneca & Titus	Rogers/Southlawn
8:25 - 9:30 / 3:05- 3:50	Hudson & Brookview	Brookview/Rogers
8:35 - 8:55 / 3:00 - 3:45	Portland & Kearney	St. Kateri/Rogers
8:40 - 9:20 / 3:10 - 3:50	St. Paul & Titus	Rogers/Southlawn



## Keeping students safe during the cold

Each year, we receive questions regarding outdoor play at recess for students during the winter season. Printed below are the guidelines that we follow to ensure the safety of our students while allowing them time during the school day to enjoy outdoor physical activities. These guidelines have been prepared by Larry Denk, M.D., School Physician, and Mary Lou Popolizio, M.S., PNP School Pediatric Nurse Practitioner.

If children are properly clothed, they can participate in safe, vigorous play in an outdoor environment in most weather conditions. Increased caution is necessary, however, due to a large body surface area to weight ratio. During cold temperatures less than 20 degrees F, children are at risk of cold-related injury. In particular, the younger the child, the less physical adaptive reactions they have to cold stress. Shivering is one physical adaptive mechanism that alerts caretakers to the negative effects of cold exposure on the child. However, children can safely play outdoors in cold temperatures over 20 degrees F if properly dressed.

For elementary school-aged children we are concerned about periods of inactivity while outside. Therefore, we have chosen a temperature of 20 degrees F or higher for allowing children to be outside for a planned or structured sedentary activity (including standing in line). This does not apply to individual children who choose to stand around or sit around at a time when there is opportunity for play and running around; such children will be encouraged to be active at all temperatures. School personnel will not plan sedentary activities in cold weather and will not expect students to be inactive while outside in cold weather. When outdoor temperatures and wind chill factors are greater than or equal to 20 degrees F, children will be allowed to play outdoors with adult supervision if adequately dressed with hats, mittens or well insulated gloves, and boots. This applies to all children who are physically well enough to attend school.

West Irondequoit will continue to follow the advice of the Monroe County Health Department in using -25 degrees F wind chill as the threshold for closing schools due to cold. As always, parents may choose to keep their children home on any day they deem too dangerous for travel. ❏



## Emergency Closing Procedures

There may be times, due to adverse weather or other emergencies, when it will be necessary to close one or more schools. In order to inform the community, the district will contact parents via our automated phone/text system using numbers provided by families at the start of the school year. We will also alert **major television and radio channels (TV 8, 9, 10, 13, 31 and 1180 AM and 1370 AM)** with details of the situation.

If the determination to close is made before the opening of school, every effort will be made to notify families by 6:00 a.m. There may be occasions when the start of school is delayed. For example, a one-hour delay would mean that schools would open one hour later than the normal schedule. Buses would pick students up one hour later. The school day would end at the regularly scheduled time.

Should it be necessary to close school during the day, the district will take actions to ensure the safety of children and staff, and parents will be notified using our automated phone/text system. The following procedures will apply:

**K-8:** Parents must fill out and return an Emergency Notification Form in September. It is crucial that we always have correct, up to date phone numbers. If the principal feels that

students can reach their destination safely, students will be released in accordance with instructions on each child's emergency form.

Review with your child the procedure to be followed if s/he arrives at home and you are not there. If conditions permit, busses will be available to transport students who regularly ride the bus.

**9-12:** Students (except handicapped students requiring transportation) who feel that they can reach their destinations safely will be dismissed. All other students will remain in school until satisfactory arrangements can be made.

Please review with your children, neighbors and relatives the plans you have pre-arranged, should an early dismissal or emergency school closing occur. It is crucial that parents understand the emergency notification procedures we are using and that you think about how you and your children will respond under these rare conditions. We appreciate your efforts to keep your child's emergency plan up-to-date as family schedules and circumstances change. ❏

### Prevention of Cold Related Injury

- Keep hands and feet dry.
- Use mittens instead of gloves.
- Apply clothing in multiple layers.
- Avoid tight clothing.
- Increase fluid and calorie intake in cold weather.
- Cover lips with plain petroleum jelly to decrease risk of chapping.
- Wear a scarf around the nose and mouth to allow re-breathing of warmer air.
- Wear hats to prevent heat loss.
- Head covering should protect sensitive ear tissue.



## West Irondequoit Offers Before and After School Childcare

Offered through West Irondequoit Community Education, the K-6 Extension Program provides children in grades K-6 with a safe, secure and enriched environment before and after their school day. All interactions and activities will adhere to the latest COVID-19 safety guidelines employed by the West Irondequoit CSD. The before/after program to start this school year will be offered every weekday except Wednesdays when there is no in-person instruction.

Activities include:

- indoor and outdoor play (weather permitting)
- homework assistance
- independent reading
- board games
- crafts and more!

Children receive a healthy snack during the afternoon session.

### HOURS & LOCATIONS

Iroquois Middle School  
150 Colebrook Drive  
7:00 a.m.–8:30 a.m.  
2:30 p.m.–6:00 p.m.

Rogers Middle School  
219 Northfield Road  
7:00 a.m.–9:00 a.m.  
3:00 p.m.–6:00 p.m.

### PROGRAM

#### Morning

- Quiet socialization, homework, board games

#### Afternoon

- Snack
- DEAR time (Drop Everything And Read), homework
- Recreation, arts & crafts, board games

### FEE

Cost is \$48 per week per child AM only, \$68 per week per child PM only, \$88 per week per child for both, to be paid monthly. A 10% discount is offered for families who enroll more than one child. Cash, checks, Visa and MasterCard are accepted for payment. The Community Education Department is self-supporting.

Students who attend Briarwood, Brookview, Southlawn and Rogers Schools attend the Rogers Middle School site. Students who attend Colebrook, Listwood, Seneca and Iroquois Schools attend the Iroquois Middle School site. An extension staff member meets Colebrook students at their school and walks with them to Iroquois School. An extension staff member meets Southlawn students at their school and walks with them to Rogers School. All other

students are eligible for district transportation. Arrangements for transportation must be made by the parent; contact the transportation office at 585-336-2992. Iroquois and Rogers students may participate in after school activities and join our program when the activities end. Parents must pick up their children at the conclusion of the program each afternoon.

The Community Education K-6 Extension Program follows the West Irondequoit School District calendar and is not able to provide care during school holidays. If schools are closed due to the weather or other extenuating circumstances, the extension program will also be closed.

Registration packets are available in the Community Education Office (585-336-3014), the District Office, in K-6 schools and on the district website at [www.westirondequoit.org](http://www.westirondequoit.org).

*Darlene Martorana*  
K6 Extension Program Coordinator  
[Darlene\\_Martorana@westiron.monroe.edu](mailto:Darlene_Martorana@westiron.monroe.edu)

*Barb Reardon*  
Director of Community Education  
[Barb\\_Reardon@westiron.monroe.edu](mailto:Barb_Reardon@westiron.monroe.edu)

### Superintendent's Message (continued from cover)

Second, we commit. Children are the lifeblood of our community. Families eagerly share their choice to live in our District because of the caring people and commitment we have to put our children first. Despite the obstacles that came with COVID-19, this dedication remains. You can see this love shining through in the parades, rallies and outpouring of support from all residents in a unified effort to reengage our students.

Lastly, we advance. Negotiating the many requirements for reopening schools was a tall task. In addition to this, our community continued to march forward on critical issues like racism, equity and restorative practices. Given the situation, it would be understandable to table these to narrow our focus. Instead, we rolled up our sleeves and teamed up to launch needed progress in these areas. Frankly, this was non-negotiable. We know

that safety entails much more than merely the physical. We must cultivate the social, emotional and mental health of our children as well.

You'll read about what we have done and are doing in this newsletter. We always refer to this as our "Back To School" newsletter. After the past six months, it brings a little more joy to call it that now.

Thank you again for your collaboration. Our greatest strength comes from one another, and peak performance can only come from working together. Remember, we are West Irondequoit!

In Partnership,

Aaron R. Johnson, Ed. D  
Superintendent of Schools



## Food Services

**Betsy LoGiudice, School Lunch Director**

Phone: (585) 336-2953

Email: [betsy\\_logiudice@westiron.monroe.edu](mailto:betsy_logiudice@westiron.monroe.edu)

Click **FOOD SERVICES** at [westirondequoit.org](http://westirondequoit.org) or your child's school site

### **COVID-19 related changes for 2020-21**

- See "Meals for Remote learners" on this form
- No change given at schools
- No a-la-carte (snack rooms) in the middle schools, Dake or Irondequoit High School
- No vending machines at schools
- No drinking fountains; water-filling stations will be available at each school

### **Payment Options**

Meals or milk can be prepaid online or with cash/check on site. Prepayment allows lines to move more quickly, giving students more time to enjoy meals.

**1. Online:** Go to [westirondequoit.org](http://westirondequoit.org) and click the FOOD SERVICES Quick Link, then the MySchoolBucks logo. At that site, create your account and add money to your child's school meal account. You need your child's name, student ID number and 14617 zip code. IDs are on your child's schedule and available from the school secretary. **Sign up for email reminders so you know when your account is low!**

**2. By check or cash:** Make checks payable to "The School Lunch Fund." Write your child's full name and student ID number on an envelope. Put the cash/check in it. Envelopes can be dropped off at the school's main office, with a teacher or given to Food Service personnel. The entire amount enclosed will be applied to the student account, which rolls over year to year.

### **Things to know**

- If you have more than one child in the district you can handle all online prepayments from the same account.
- Payments may be made through an existing PayPal account or with a major credit or debit card.
- A \$2.49 fee will be charged for a prepayment deposit transaction.

### **Free/Reduced Meal Program**

Children who qualify may receive free or reduced price meals for breakfast/lunch. Applications are available at [www.westirondequoit.org](http://www.westirondequoit.org) (find the FOOD SERVICES "Quick Link" on the main page, then click on Meal Applications). Applications may also be picked up at all schools and District Office, 321 List Ave. Questions about the Free and Reduced Meals program may be directed to Food Services, 336-3063.

August 2020



### **2020-21 Pricing**

**Breakfast:** \$1.80

**Lunch:** \$2.95

**Milk:** \$0.50

mySchoolBucks

**Breakfast** (milk available for \$0.50)

**K-3:** Grab-and-go upon school arrival, eat in classroom

**4-6:** Grab-and-go upon school arrival, eat in classroom

**7-12:** Pick up and eat in cafeteria (with social distancing)

**Lunch** (milk available for \$0.50)

**K-3:** Delivered to & eaten in classroom (choice of 2 sandwiches - see menu)

**4-6:** Delivered to & eaten in classroom

**7-12:** Pick up and eat in cafeteria (with social distancing)

*(For grades 4-6 and 7-12 will each have a choice of 1 hot and 1 cold entrée - see menu; no substitutions on sides)*

### **Meals for Remote learners**

- **Full-Remote Instruction:** All students (K-12) in our Full Remote Instruction model may purchase breakfast and lunch.
- **When:** Monday-Friday, 10:30 a.m. - 12:30 p.m.
- **Where:** Irondequoit High School, Door #5 (pool/back entrance)
- **Wednesdays only:** On Wednesdays, when there is no in-person instruction and all WICSD students are learning remotely, any student K-12 can use this meal option at IHS.

**Please be sure students have funds in their accounts!**

\*Information subject to change based on state safety guidance. See "COVID-19 Reopening Information" at [westirondequoit.org](http://westirondequoit.org)



## West Irondequoit Central School District

FOOD SERVICE OFFICE, Irondequoit High School  
260 Cooper Road, Rochester, New York 14617-3125  
Telephone: (585) 336-2993 • [www.westirondequoit.org](http://www.westirondequoit.org)

Dear Parent/Guardian:

July 2020

Children need healthy meals to learn. West Irondequoit Central School District offers healthy meals every school day. Breakfast will consist of milk, juice, fruit and cereal. Meal costs: breakfast \$1.80; student lunch \$2.95; cost of milk only \$.50. Children from households that meet federal income guidelines (outlined below) are eligible free or reduced price meals. **As of July 1, 2019, students in New York State that are approved for reduced price meals will receive breakfast and lunch meals at no charge. NOTE: If the student becomes eligible for free or reduced meal benefits, but decides they only want milk for their meal, they will be charged \$.50 per milk.** To apply for free or reduced price meals, submit a Direct Certification letter, **including your case number**, from the NYS Office of Temporary and Disability Assistance OR complete the enclosed application, sign it and return it to **Sarah Herbert, WISCD – District Office, 321 List Avenue, Rochester, NY 14617** as soon as possible. Please refer to the guidelines contained in this letter when completing the application.

**We cannot approve an application that is not complete, so be sure to fill out all required information.**

- **DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD?** No. Complete the application to apply for free or reduced price meals. *Use one Free and Reduced Price School Meals Application for all students in your household.* We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: **Sarah Herbert, WISCD – District Office, 321 List Avenue, Rochester, NY 14617**
- **WHO CAN GET FREE MEALS?** All children in households receiving benefits from **SNAP, the Food Distribution Program on Indian Reservations** or **TANF**, can get free meals regardless of your income. Categorical eligibility for free meal benefits is extended to all children in the household when the application lists an Assistance Program's case number for any household member. Also, your children can get free meals if your household's gross income is within the free limits on the Federal Income Eligibility Guidelines. Households with children who are categorically eligible through an Other Source Categorically Eligible designation, as defined by law, may be eligible for free benefits and should contact the SFA for assistance in receiving possible benefits.
- **CAN FOSTER CHILDREN GET FREE MEALS?** Yes, foster children who are under the legal responsibility of a foster care agency or court, are eligible for free meals. Any foster child in the household is eligible for free meals regardless of income. Foster children may also be included as a member of the foster family if the foster family chooses to also apply for benefits for other children. If non-foster children in a foster family are not eligible for free or reduced priced meals, an eligible foster child will still receive benefits. We require documentation from the county/state regarding guardianship of a foster child.
- **CAN HOMELESS, RUNAWAY, AND MIGRANT CHILDREN GET FREE MEALS?** Yes, children who meet the definition of homeless, runaway, or migrant qualify for free meals. If you haven't been told your children will get free meals, please call **585-336-3063** or write **James Brennan, WISCD–District Office, 321 List Avenue, Rochester, NY 14617** to see if they qualify.
- **WHO CAN GET REDUCED PRICE MEALS?** Your children can get low cost meals if your household income is within the reduced price limits on the Federal Eligibility Income Chart, shown on this application.
- **SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE APPROVED FREE MEALS?** Please read the letter you got carefully and follow the instructions. Call **Sarah Herbert at 585-336-3063** if you have questions. *Beginning July 1, 2019, students in New York State that are approved for reduced price meals will receive breakfast and lunch at no charge.*
- **MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT ANOTHER ONE?** Yes. Your child's application is only good for that school year and for the first 30 days of this school year. You must send in a new application, *using the current school year application*, unless the school told you that your child is eligible for the new school year.
- **I GET WIC. CAN MY CHILD(REN) GET FREE MEALS?** Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out a FREE/REDUCED PRICE MEAL application.
- **WILL THE INFORMATION I GIVE BE CHECKED?** Yes, and we may also ask you to send written proof.
- **IF I DON'T QUALIFY NOW, MAY I APPLY LATER?** Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.

# Food Services Info & Application

- **WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION?** You should talk to school officials. You also may ask for a hearing by calling or writing to Mr. James Brennan, 321 List Avenue, Rochester, NY 14617, 585-336-2993.
- **MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN?** Yes. You or your child(ren) do not have to be U.S. citizens to qualify for free or reduced price meals.
- **WHO SHOULD I INCLUDE AS MEMBERS OF MY HOUSEHOLD?** You must include all people living in your household, related or not (such as grandparents, other relatives, or friends) who share income and expenses. You must include yourself and all children living with you. If you live with other people who are economically independent (for example, people who you do not support, who do not share income with you or your children, and who pay a pro-rated share of expenses), do not include them.
- **WHAT IF MY INCOME IS NOT ALWAYS THE SAME?** List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
- **WE ARE IN THE MILITARY. DO WE INCLUDE OUR HOUSING ALLOWANCE AS INCOME?** If you get an off-base housing allowance, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.
- **MY SPOUSE IS DEPLOYED TO A COMBAT ZONE. IS THEIR COMBAT PAY COUNTED AS INCOME?** No, if the combat pay is received in addition to their basic pay because of his/her deployment and it wasn't received before he/she was deployed, combat pay is not counted as income. Contact **Sarah Herbert** at **585-336-3063** for more information.
- **MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR?** To find out how to apply for **SNAP** or other assistance benefits, contact your local assistance office or call **1-800-342-3009**.

## 2020-2021 INCOME ELIGIBILITY GUIDELINES FOR FREE AND REDUCED PRICE MEALS

REDUCED PRICE ELIGIBILITY INCOME CHART

Total Family Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly
1	\$ 23,606	\$ 1,968	\$ 984	\$ 908	\$ 454
2	\$ 31,894	\$ 2,658	\$ 1,329	\$ 1,227	\$ 614
3	\$ 40,182	\$ 3,349	\$ 1,675	\$ 1,546	\$ 773
4	\$ 48,470	\$ 4,040	\$ 2,020	\$ 1,865	\$ 933
5	\$ 56,758	\$ 4,730	\$ 2,365	\$ 2,183	\$ 1,092
6	\$ 65,046	\$ 5,421	\$ 2,711	\$ 2,502	\$ 1,251
7	\$ 73,334	\$ 6,112	\$ 3,056	\$ 2,821	\$ 1,411
8	\$ 81,622	\$ 6,802	\$ 3,401	\$ 3,140	\$ 1,570
*Each Add'l person add	\$ 8,288	\$ 691	\$ 346	\$ 319	\$ 160

**How to Apply:** To get free or reduced price meals for your children you may submit an Eligibility Letter for Free Meals received from the NYS Education Department, OR carefully complete **one application for your household** and return it to the designated office. If you now receive SNAP, Temporary Assistance to Needy Families (TANF) for any children, or participate in the Food Distribution Program on Indian Reservations (FDPIR), the application must include the children's names, the household SNAP, TANF or FDPIR case number and the signature of an adult household member. All children should be listed on the same application. If you do not list a SNAP, TANF or FDPIR case number for all the children for whom you are applying, the application must include the names of everyone in the household, the amount of income each household member, and how often it is received and where it comes from. It must include the signature of an adult household member and the last four digits of that adult's social security number, or check the box if the adult does not have a social security number. ***An application that is not complete cannot be approved.*** Contact your local Department of Social Services for your SNAP or TANF case number or complete the income portion of the application. **No application is necessary if the household was notified by the school that their children have been directly certified. If the household is not sure if their children have been directly certified, the household should contact the school.**

**Reporting Changes:** The benefits that you are approved for at the time of application are effective for the entire school year. You no longer need to report changes for an increase in income or decrease in household size, or if you no longer receive SNAP.



**Income Exclusions:** The value of any childcare provided or arranged, or any amount received as payment for such childcare or reimbursement for costs incurred for such care under the Child Care Development (Block Grant) Fund should **not** be considered as income for this program.

**Reduced Price Eligible Students:** Beginning July 1, 2019, students in New York State that are approved for reduced price meals will receive breakfast and lunch at no charge.

In the operation of child feeding programs, no child will be discriminated against because of race, sex, color, national origin, age or disability.

**Meal Service to Children With Disabilities:** Federal regulations require schools and institutions to serve meals at no extra charge to children with a disability which may restrict their diet. A student with a disability is defined in 7CFR Part 15b.3 of federal regulations, as one who has a physical or mental impairment which substantially limits one or more major life activities of such individual, a record of such an impairment or being regarded as having such an impairment. Major life activities include, but are not limited to: functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working. You must request the special meals modifications from the school and provide the school with medical statement from a State licensed healthcare professional. If you believe your child needs substitutions because of a disability, please get in touch with us for further information, as there is specific information that the medical certification must contain.

**Confidentiality:** The United States Department of Agriculture has approved the release of students names and eligibility status, without parent/guardian consent, to persons directly connected with the administration or enforcement of federal education programs such as Title I and the National Assessment of Educational Progress (NAEP), which are United States Department of Education programs used to determine areas such as the allocation of funds to schools, to evaluate socioeconomic status of the school's attendance area, and to assess educational progress. Information may also be released to State health or State education programs administered by the State agency or local education agency, provided the State or local education agency administers the program, and federal, State or local nutrition programs similar to the National School Lunch Program. Additionally, all information contained in the free and reduced price application may be released to persons directly connected with the administration or enforcement of programs authorized under the National School Lunch Act (NSLA) or Child Nutrition Act (CNA); including the National School Lunch and School Breakfast Programs, the Special Milk Program, the Child and Adult Care Food Program, Summer Food Service Program and the Special Supplemental Nutrition Program for Women Infants and Children (WIC); the Comptroller General of the United States for audit purposes, and federal, State or local law enforcement officials investigating alleged violation of the programs under the NSLA or CNA.

**Reapplication:** You may apply for benefits any time during the school year. Also, if you are not eligible now, but during the school year become unemployed, have a decrease in household income, or an increase in family size you may request and complete an application at that time.

The disclosure of eligibility information not specifically authorized by the NSLA requires a written consent statement from the parent/guardian. We will let you know when your application is approved or denied.

Sincerely,

James Brennan, Assistant Superintendent for Finance

**Nondiscrimination Statement:** This explains what to do if you believe you have been treated unfairly.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (g.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800)877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov). This institution is an equal opportunity provider.

## FREE AND REDUCED PRICE MEAL APPLICATION FACT SHEET

When filling out the application form, please pay careful attention to these helpful hints.

**SNAP/TANF/FDPIR case number:** This must be the complete case number supplied to you by the agency including all numbers and letters, for example, E 123456, or whatever combination is used in your county. Refer to a letter you received from your local Department of Social Services for your case number or contact them for your number.

**Foster Child:** A child who is living with a family but who is under the legal care of the welfare agency or court may be listed on your family application. List the child's "personal use" income. This includes only those funds provided by the agency which are identified for the personal use of the child, such as personal spending allowances, money received by his/her family, or from a job. Funds provided for housing, food and care, medical, and therapeutic needs are not considered income to the foster child. Write "0" if the child has no personal use income.

**Household:** A group of related or non-related people who are living in one house **and share income and expenses.**

**Adult Family Members:** All related and non-related people who are 21 years of age and older living in your house.

**Financially Independent:** A person is financially independent and a separate economic unit/household when his or her earnings and expenses are not shared by the family/household. Separate economic units in the same residence are characterized by prorating expenses and by economic independent from one another.

**Current Gross Income:** Money earned or received at the present time by each member of your household **before deductions.** Examples of deductions are federal tax, state tax, and Social Security deductions. If you have more than one job, you must list the income from all sources. Only farmers, self-employed workers, migrant workers, and other seasonal employees may use their income for the past 12 months reported from their 1040 Tax Forms.

Examples of gross income are:

- Wages, salaries, tips, commissions, or income from self-employment
- Net farm income – gross sales minus expenses only – not losses
- Pensions, annuities, or other retirement income including Social Security retirement benefits
- Unemployment compensation
- Welfare payments (does not include value of SNAP)
- Public Assistance payments
- Adoption assistance
- Supplemental Security Income (SSI) or Social Security Survivor's Benefits
- Alimony or child support payments
- Disability benefits, including workman's compensation
- Veteran's subsistence benefits
- Interest or dividend income
- Cash withdrawn from savings, investments, trusts, and other resources which would be available to pay for a child's meals
- Other cash income

**Income Exclusions:** The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care Development (Block Grant) Fund should not be considered as income for this program.

If you have any questions or need help in filling out the application form, please contact:

<b>Free &amp; Reduced Lunch Program Coordinator:</b>	<b>Sarah Herbert</b>
<b>Phone:</b>	<b>585-336-3063</b>
<b>Mailing address:</b>	<b>WICSD District Office</b>
	<b>321 List Avenue, Rochester, New York 14617</b>
<b>Email address:</b>	<b>sarah_herbert@westiron.monroe.edu</b>
<b>School Lunch Director:</b>	<b>Betsy LoGiudice, WICSD Food Service Office</b>
<b>Phone:</b>	<b>585-336-2953</b>



# WEST IRONDEQUOIT CENTRAL SCHOOL DISTRICT

# F R D

## Application for Free and Reduced Price School Meals/Milk 2020-2021

APPLICATION # \_\_\_\_\_  
Date Withdrawn: \_\_\_\_\_

To apply for free and reduced price meals for your children, read the instructions on the back, complete **only one form for your household**, sign your name and return it to your child's school or Sarah Herbert, WICSD District Office, 321 List Ave., Rochester, NY 14617. Call Sarah Herbert at (585) 336-3063, if you need help. Additional names may be listed on a separate paper.

**Return your completed application to: Sarah Herbert, WICSD District Office, 321 List Avenue, Rochester, NY 14617**

### 1. List all children in your household who attend school:

Student Name	School	Grade/Teacher	Foster Child	Homeless, Migrant, Runaway
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

### 2. SNAP/TANF/FDPIR Benefits:

If anyone in your household receives either SNAP, TANF or FDPIR benefits, list their name and CASE # here. Skip to Part 4, and sign the application.

Name: \_\_\_\_\_ Case # BAO \_\_\_\_\_  
 --OR-- FAO \_\_\_\_\_

**\*\* USE CASE NO, -NOT BENEFIT CARD NO. \*\***

### 3. Report all income for ALL household members (Skip this step if you answered 'yes' to step 2.)

All household members (including yourself and all children that have income).

List all household members not listed in Step 1 (including yourself) even if they do not receive income. For each household member listed, if they do receive income, report total income for each source in whole dollars only. If they do not receive income from any other source, write "0". If you enter "0" or leave any fields blank, you are certifying (promising) that there is no income to report.

Name of household member	Gross Earnings from work (before deductions) Amount / How Often	Child Support, Alimony Received Amount / How Often	Pensions, Retirement Payments / Income Amount / How Often	Other Income, Social Security Amount / How Often	No Income
	\$ /	\$ /	\$ /	\$ /	<input type="checkbox"/>
	\$ /	\$ /	\$ /	\$ /	<input type="checkbox"/>
	\$ /	\$ /	\$ /	\$ /	<input type="checkbox"/>
	\$ /	\$ /	\$ /	\$ /	<input type="checkbox"/>
	\$ /	\$ /	\$ /	\$ /	<input type="checkbox"/>
	\$ /	\$ /	\$ /	\$ /	<input type="checkbox"/>

Total Household Members (ALL Children and Adults): \_\_\_\_\_

### 4. Signature: An adult household member must sign this application and provide the last four digits of their Social Security Number (SS#), or mark the "I do not have a SS# box" before it can be approved.

I certify (promise) that all of the information on this application is true and that all income is reported. I understand that the information is being given so the school will get federal funds; the school officials may verify the information and if I purposely give false information, I may be prosecuted under applicable state and federal laws, and my children may lose meal benefits.

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Email Address: \_\_\_\_\_ Last Four Digits of Social Security Number: XXX-XX-\_\_\_\_\_  
 Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Home Address \_\_\_\_\_

I do not  
 have a  
 SS#

Please ensure that all information is provided. Failure to do so may result in denial of benefits for your child or unnecessary delay in approving your application.

### 5. Ethnicity and Race are optional; responding to this section does not affect your children's eligibility for free or reduced price meals.

**Ethnicity:**  Hispanic or Latino  Non-Hispanic or Latino  
**Race:**  American Indian or Alaskan Native  Native Hawaiian or Other Pacific Island  Asian  Black or African American  White

DO NOT WRITE BELOW THIS LINE - FOR SCHOOL USE ONLY

Annual Income Conversion (when multiple income frequencies are reported) Weekly x 52; Bi-weekly (every 2 wks) x26; 2x/ Month x24; Monthly x 12

SNAP / TANF / Foster Child / Homeless / DC  Incomplete Application--Missing: \_\_\_\_\_

NOTES: \_\_\_\_\_

Income Household: Total Household Income/How Often: \$ \_\_\_\_\_ / \_\_\_\_\_ Household Size: \_\_\_\_\_

Free Meals  Reduced Price Meals  Denied/Paid  F / R 10-day grace period expires: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature of Reviewing Official: \_\_\_\_\_ Date Notice Sent: \_\_\_\_/\_\_\_\_/\_\_\_\_



## 2020 - 2021 APPLICATION INSTRUCTIONS

To apply for free and reduced price meals, submit a Free Meals/Milk Eligibility Letter received from the Office of Temporary and Disability Assistance OR complete only one application for your household using the instructions. Sign the application and return the application to **Sarah Herbert, WICSD District Office, 321 List Avenue, Rochester, NY 14617**. If you have a foster child in your household, you may include them on your application. A separate application is no longer needed. Call Sarah Herbert, **Free and Reduced Meal Coordinator, at (585) 336-3063** if you need help.

### **PART 1 ALL HOUSEHOLDS MUST COMPLETE STUDENT INFORMATION. DO NOT FILL OUT MORE THAN ONE APPLICATION FOR YOUR HOUSEHOLD.**

- (1) Print the names of the children, including foster children, for whom you are applying on one application.
- (2) List their grade and school.
- (3) Check the box to indicate a foster child living in your household, or if you believe any child meets the description for homeless, migrant, runaway (school staff will confirm this eligibility).

---

### **PART 2 HOUSEHOLDS GETTING FOOD STAMPS (SNAP), TANF OR FDPIR SHOULD COMPLETE PART 2 AND SIGN PART 4.**

- (1) List a current Food Stamp, TANF or FDPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household.  
**Do not use the 16-digit number on your benefit card. The case number is provided on your benefit letter.**
- (2) An adult household member must sign the application in PART 4. SKIP PART 3. Do not list names of household members or income if you list a food stamp case number, TANF or FDPIR number.

---

### **PART 3 ALL OTHER HOUSEHOLDS MUST COMPLETE THESE PARTS AND ALL OF PART 4.**

- (1) Write the names of everyone in your household, whether or not they get income. Include yourself, the children you are applying for, all other children, your spouse, grandparents, and other related and unrelated people in your household. Use another piece of paper if you need more space.
- (2) Write the amount of current income each household member receives, before taxes or anything else is taken out, and indicate where it came from, such as earnings, welfare, pensions and other income. If the current income was more or less than usual, write that person's usual income. **Specify how often this income amount is received: weekly, every other week (bi-weekly), 2 x per month, monthly. If no income, check the box.** The value of any childcare provided or arranged, or any amount received as payment for such childcare or reimbursement for costs incurred for such care under the Child Care and Development Block Grant, TANF and At Risk Child Care Programs should **not** be considered as income for this program.
- (3) Enter the total number of household members in the box provided. The number should include all adults and children in the household and should reflect the members listed in PART 1 and PART 3.
- (4) The application must include the last four digits only of the social security number of the adult who signs **PART 4** if Part 3 is completed. If the adult does not have a social security number, check the box. If you listed a food stamp (SNAP), TANF or FDPIR number, a social security number is not needed.
- (5) The adult household member must sign the application in PART 4.

---

**OTHER BENEFITS:** Your child may be eligible for benefits such as Medicaid or Children's Health Insurance Program (CHIP). In order to determine if your child is eligible, program officials need information from your free and reduced price meal application. Your written consent is required before any information may be released. Please refer to the attached parent Disclosure Letter and Consent Statement for information about other benefits.

#### **USE OF INFORMATION STATEMENT**

Use of Information Statement: This explains how we will use the information you give us.

The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the primary wage earner or of the adult household member who signs the application. The last four digits of the social security number are not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistant Program (SNAP), Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDPIR identifier for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs. We MAY share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.

#### **DISCRIMINATION COMPLAINTS**

##### **Nondiscrimination Statement**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.) should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at:

[https://www.ascr.usda.gov/complaint\\_filing\\_cust.html](https://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410;
- (2) Fax: (202) 690-7442; or
- (3) Email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.

If you have any questions or need help  
in filling out this application, please contact:  
Sara Herbert at (585) 336-3063



West Irondequoit Schools  
321 List Avenue  
Rochester, NY 14617  
Phone (585) 342-5500  
[www.westirondequoit.org](http://www.westirondequoit.org)

## All-Access: Stay Connected with Happenings at Our Schools!

We have various communication platforms to help you stay connected with our schools. From the latest updates to videos and photo galleries, we are active on Facebook and Twitter to show you what is happening in our buildings and beyond. Our YouTube channel has over 230 videos and our updated Transportation Page now allows you to do more digitally. Please visit the District website – [www.westirondequoit.org](http://www.westirondequoit.org) – for the latest news. For more details, please read below.

### Receive/submit transportation details online!

Parents/guardians can now submit ALL transportation forms/applications on our District site or print them from there. Find the TRANSPORTATION “Quick Link” on the main page. Families must have an Infinite Campus account (see below) to obtain transportation information, such as bus passes, route times and bus numbers. Those are no longer mailed home.

### Infinite Campus Parent/Student Portal

Infinite Campus is our student management system. Parents/guardians of all students can create an account that allows them to view schedules, attendance, report cards and teacher/transportation information. High school and junior-high students have accounts to view their own information. Login credentials are available from school main offices; parents must present ID to obtain them. If you registered in a previous year, your account stays active, and only one account is necessary for families with multiple children enrolled.


### Broadcast Call System

Our Blackboard Mass Notification system allows us to contact families via phone/email when we need to communicate information immediately. Phone numbers are pulled from Infinite Campus using a secure system. Be sure that we have your most up-to-date information. The system will leave a voicemail message if you do not answer the call.

### The Safe School Helpline

Let us know ANONYMOUSLY when you become aware of anything that threatens the safety of our schools. Anyone can call: Parents, Students, Staff




- Call: 800-4-1-VOICE ext. 359 / 800-418-6423 ext. 359
- Text: 66746, then type TIPS
- Website: [safeschoolhelpline.com](http://safeschoolhelpline.com)
- Facebook: [Facebook.com/safeschoolhelpline](https://www.facebook.com/safeschoolhelpline)

Check out their free mobile app (Apple or Android). Break the Silence...Prevent the Event. 

## FOLLOW US ON SOCIAL MEDIA



Connect on Facebook, Twitter, YouTube and Instagram

Follow our **DISTRICT** on:

-  West Irondequoit CSD
-  @WestIrondequoit
-  West Irondequoit CSD



Follow **IRONDEQUOIT HIGH SCHOOL** on:

-  @IrondequoitHS
-  Irondequoit HS Art



Follow **DAKE JUNIOR HIGH SCHOOL** on:

-  Dake Junior High School



Follow **ATHLETICS** on:

-  WIEagles

Follow **HELMER NATURE CENTER** on:

-  Helmer Nature Center
-  HelmerNature\_WI

Follow the **WEST IRONDEQUOIT FOUNDATION** on:

-  West Irondequoit Foundation
-  WIFoundation

Follow the **WEST IRONDEQUOIT ALUMNI ASSOCIATION** on:

-  IHS Alumni


## Capital Project Update

One silver lining to the COVID-19 pandemic: Students/staff absent from buildings since mid-March allowed for faster progress on our Capital Project. Some of the most noticeable changes you will see this fall include new vestibules in the main entrance foyers at Irondequoit High School and Dake Junior High School. They add another layer of building security, as our staff checks in visitors.

There were more bathroom renovations at IHS and Dake, locker room work at IHS and a new hardwood floor and video scoreboard in the IHS gymnasium. There are also new areas and an entrance from an inside hallway to the IHS Nurse's Office.

Dake's main office underwent a major renovation, too.

IHS, Iroquois Middle School and the Evans & McGraw Teaching Learning Center had their roofs replaced, and several schools, particularly the K-3 buildings, got new carpeting in the main entrances.

The playgrounds at Colebrook and Southlawn were replaced with brand new equipment in May/June. That work was originally scheduled for the summer but was moved up due to the pandemic. That also completed the playground work. All six K-3 playgrounds in West Irondequoit were replaced in the span of one calendar year. 



## Student Health Information

The district's school health services program supports your student's academic success by promoting health in the school setting. One way that we provide care for your student is by performing health screenings as mandated by the State of New York.

Due to COVID-19, hearing, vision and scoliosis screenings will be waived for this school year unless such screening has otherwise been deemed necessary. However, typically the following is necessary.

### Health Appraisals

New York State Education Law (section 903) requires a health examination for new entrants and students in kindergarten and grades 1, 3, 5, 7, 9 and 11. It is recommended that your child have the exam done by your primary care physician. If this isn't possible, an exam may be scheduled with the district's school physician, with your permission. Forms are available at school, in most physician's offices and at [www.westirondequoit.org](http://www.westirondequoit.org) (see District/Forms and Publications).

NYS Education Law requires that body mass index (BMI) and weight status group be included as part of the student's school health examination. The BMI lets the health care practitioner know if the student's weight is in a healthy range or if it is too high or too low. A sample of school districts is selected each year to take part in a survey by the New York State Department of Health and must report information about student weight status groups. Only summary information is used. No names and no information about individual students is sent.

### Hearing

(performed at school if not submitted by private physician)  
Hearing screening for all newly entering students and for students in kindergarten and grades 1, 3, 5, 7 and 11.

### Vision

(performed at school if not submitted by private physician)  
Distance and near vision acuity for all newly entering students and for students in kindergarten and grades 1, 3, 5, 7 and 11. Color perception screening for all new entering students.

### Dental Certificates

A dental certificate is requested for all newly entering students and for students in kindergarten and in grades 1, 3, 5, 7, 9 and 11. The form, available at school and at [www.westirondequoit.org](http://www.westirondequoit.org) (see District/Forms and Publications), is to be completed by your child's dentist.

The New York State department of Health has provided the following list of dental providers that offer reduced fee screening if you have a need.

- Anthony L. Jordan Health Center: 585-423-5800
- Eastman Dental Center: 585-275-5051
- Eastman Dental at Highland: 585-341-6888
- Unity Hospital Rochester-Unity Dental Group: 585-368-3800

### Scoliosis

(performed at school if not submitted by private physician)  
Scoliosis (spinal curvature) screening for girls in grades 5 and 7 and boys in grade 9.

### Additional Notes:

- Please review and complete the Confidential Student Health Information Update and the Authorization for Use or Disclosure of Protected Health Information that was sent home from your child's school.
- All medication (prescription /over the counter) must be delivered to the school by an adult. Medication cannot be administered at school without a written order from the physician and written permission from the parent/guardian.
- If your child has a medical condition that prevents physical education participation, a medical excuse from the physician must be submitted to the school nurse.
- Please notify the school when your child will be late, absent or dismissed early.
- If your child has any special medical concerns or needs, please contact the nurse at your child's school. [📞](#)

*New York State immunization requirements are listed here: [www.health.ny.gov/publications/2370.pdf](http://www.health.ny.gov/publications/2370.pdf)*

## Parents Have Right to Know Reviews for Teachers, Principals

The District's Annual Professional Performance Review (APPR) generates annual ratings for teachers and principals. Pursuant to Education Law 3012-d the District will, upon written request, release the final quality ratings to parents or guardians for each of their child's teachers and principal who are subject to 3012-d.

Upon receipt of a written parental request, the principal will forward the request to the Assistant Superintendent of Human

Resources, who will arrange to meet with the parent/legal guardian regarding the sharing of ratings. The Assistant Superintendent of Human Resources will take reasonable steps to verify the parental relationship, including, where appropriate, through photo identification and/or other means. If the Assistant Superintendent of Human Resources cannot verify the parental relationship through reasonable means, information tied to individual APPR ratings will not be released.

Final decisions regarding class placement are up to the principal; changes in teacher placement are extremely rare and are made on the basis of multiple considerations. APPR ratings and/or parental requests alone generally do not result in a change in placement. Parents or guardians may request information about the professional qualifications of their student's classroom teachers. Upon written request, the District will provide this information. [📞](#)

## Fill out all bus/transportation information online

West Irondequoit's K-3 students and those who are eligible for transportation in grades 4-8 who are eligible should already have obtained bus schedules through our Infinite Campus Parent Portal. If you have not done so, please contact your student's school. The information within the Transportation tab of the Portal includes bus number, bus stop location and estimated times for pick-up and drop-off. For your convenience, transportation forms can be found and submitted through our website. They include childcare application, bus authorization release (K-3), Transportation Opt-Out form and applications for private-parochial-charter school students. Go to [westirondequoit.org/transportation\\_department](http://westirondequoit.org/transportation_department). Please note: No child in grades K-3 will be allowed to exit the bus without a parent or guardian present at the bus stop or visible from it unless a release form has been submitted. A student's morning bus number also may differ from the afternoon bus number. Some bus and safety rules to follow:

- Students should be at the bus stop at least five minutes prior to the scheduled bus arrival
- It's a parent/guardian's responsibility to get the student to and from the bus stop safely
- Students should observe the same conduct as in a classroom
- Students should stay seated while the bus is moving
- Students should never put their hands or arms outside a window
- No eating or drinking is allowed on the bus
- Cross the street ONLY when the driver has signaled to do so

If you have questions, call Transportation at 336-2992. 📞

### TIPS FOR BUS RIDERS

- Be sure to complete your self-health check at home, before coming to your stop
- Wear your mask at all times
- Board the bus one at a time, keeping your distance
- Be seated by the window
- We encourage siblings to sit together
- No eating or drinking while on the bus
- Remain seated until instructed

## Parents' Bill of Rights for Data Privacy and Security

The West Irondequoit Central School District is committed to protecting the privacy and security of student, teacher, and principal data in accordance with local, state, and federal regulations and district policies. To this end, and pursuant to U.S. Department of Education (DOE) regulations (Education Law §2-d), the district provides the following Parents' Bill of Rights for Data Privacy and Security:

1. A student's personally identifiable information cannot be sold or released for any commercial purposes, except for authorized school related purposes.
2. Parents have the right to inspect and review the complete contents of their child's education record.
3. The District has the following safeguards in place to protect student data, including personally identifiable information stored or transferred by the District:
  - a. All databases that have student information are protected by a secure password and login. These logins are monitored and kept up to date;
  - b. Student information is only accessible by those that are deemed warranted of having the information.
4. A complete list of all student data elements collected by the New York State Education Department (NYSED) is available for public review at: <http://www.p12.nysed.gov/irs/sirs/documentation/NYSEDstudentData.xlsx>, or by writing to:

Office of Information & Reporting Services  
New York State Education Department  
Room 863 EBA  
89 Washington Avenue  
Albany, New York 12234.

5. Parents have the right to have complaints about possible breaches of students data addressed. Complaints should be directed to:

Director of Technology  
West Irondequoit Central School District  
321 List Avenue  
Rochester, NY 14617

And/or to:

Chief Privacy Officer  
New York State Education Department  
89 Washington Avenue  
Albany, New York 12234  
[cpo@mail.nysed.gov](mailto:cpo@mail.nysed.gov)

This Bill of Rights is subject to change based on regulations of the Commissioner of Education and the NYSED Chief Privacy Officer. Changes/Additions are also anticipated as NYSED releases further guidance documents. 📞



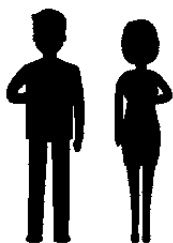
## Parent/ Guardian on Active Duty in the Armed Forces

In an effort to better serve students, the United States Department of Education, under the Every Student Succeeds Act (ESSA), now requires school districts to identify the students with parents and/or guardians on active duty in the Armed Forces. Active duty is defined as full-time duty in the active military service of the United States. If you are a parent/guardian on active duty, please notify Jane Cszasz, West Irondequoit's District Registrar, by email at [jane\\_cszasz@westiron.monroe.edu](mailto:jane_cszasz@westiron.monroe.edu) or phone at (585) 336-6743.

## Employment Opportunities at our schools

Employment opportunities are posted on our website at <https://www.applitrack.com/westirondequoit/onlineapp/default.aspx>, and applications should be submitted online.

Current openings include substitute teachers, clerical help, lunch monitor, food service and security.



## Right to Refuse Photo/Video of Your Child

There are times when the West Irondequoit Central School District or the media take photographs of and/or video of our students and also interview our students. It could be to publicize an activity or event or to honor achievement. The student photo and/or interview may be used internally or externally outside of the WICSD in print and/or electronic form and/or on the Internet. Sometimes the media simultaneously publishes student interviews and/or pictures on its own sites.

If you do NOT want your child to be interviewed and/or your child's photograph to be released/posted and/or his/her name released in print and/or electronic form and/or on the Internet, please sign and return the form below. Additionally, please know that the news media is legally entitled to take photos during events of public interest such as board meetings, athletic events or activity where students are present even if the parent has not granted permission.

The District is required to allow student teachers to videotape themselves providing instruction in a classroom to meet their instruction component for their teaching certification. The video is confidential and is not subject to viewing or disclosure to an individual or entity, other than the student teacher applicant and relevant personnel. This is an exception to parental consent for release of education records under FERPA per New York State Law.

### Right to Refuse Photography 2020-2021 School Year

I, as parent/guardian of my child, **WITHHOLD CONSENT** for my child to be interviewed and/or photographed by West Irondequoit CSD and used in print and/or electronic form. I understand that any outside news media may still take and use photos of my child.

Child's Name

Child's School

Parent Name

Parent Signature

Send requests to:  
Office of Public Information, West Irondequoit CSD  
321 List Avenue, Rochester, NY 14617



## West Irondequoit CSD 2020 – 2021 School Calendar



### July

Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

### August

Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

### September

Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

### October

Mon	Tue	Wed	Thu	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

### November

Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

### December

Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

### January

Mon	Tue	Wed	Thu	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

### February

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

### March

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

### April

Mon	Tue	Wed	Thu	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

### May

Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

### June

Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		



Faculty Orientation/Supt. Workshop Day



First Day for Students



Holiday/Recess



Local/Regents Exams



Regents Rating Day

Sept. 2	Faculty Orientation/Supt. Workshop Day
Sept. 3	Superintendent Workshop Day
Sept. 4	Work day for 12-month employees
Sept. 7	Labor Day – No School
Sept. 8-9	Superintendent Workshop Day
Sept. 10	School Opens – Grades K-12
Oct. 12	Columbus Day – No School
Nov. 11	Veterans Day – No School
Nov. 20	Gr. K-4 Full-Day Conf. – No School K-4
Nov. 25-27	Thanksgiving Recess – No School
Dec. 24-31	Holiday Recess – No School
Jan. 1-3	Holiday Recess – No School
Jan. 4	School Resumes
Jan. 18	Martin Luther King Day – No School
Jan. 26-29	IHS Local/Regents Exams
Feb. 15-19	Winter Recess – No School
Mar. 29-31	Spring Recess – No School
Apr. 1-2	Spring Recess – No School
Apr. 2	Friday Holiday
Apr. 14	Gr. K-4 Half-Day Release for Conferences
May 18	Annual Budget Vote/Election
May 31	Memorial Day Recess – No School
June 13	Graduation
June 16-25	Local/Regents Exams
June 23	Last Day of School for Grades K-6
June 25	Regents Rating Day – Last K-12 Faculty Day

Faculty Days 187 Student Days 183

Approved by the Board of Education: 03-05-2020; Revised 08-13-2020

# West Irondequoit Schools

*Welcome. Nurture. Inspire.*



## BY THE NUMBERS

- 8** Of our 10 schools earned Five-Star status from *Buffalo Business First* magazine
- 93** Graduation rate percentage of Irondequoit High School Class of 2020
- 96** Percent of 2020 graduates who earned Regents diplomas (68% earned Advanced Regents diplomas)
- 85** Percent of 2020 graduates who accessed college coursework at IHS
- 5** Where Briarwood School is ranked by *Buffalo Business First* magazine among 162 elementary schools
- 21** Advanced Placement Courses offered
- 13** New York State Seal of Biliteracy recipients in 2019-20
- 13** Straight years named one of “Best Communities for Music Education in America” (18 of 21 years)
- 12** Consecutive years IHS has been a W!SE BLUE-STAR High School for Student Financial Literacy
- 6** National ranking by W!SE for best mid-sized high school for financial literacy (24th among all sizes)
- 4** World Languages offered: French, German, Italian, Spanish (and Japanese as a 2020-21 elective)
- 2,472** National ranking for IHS by *Newsweek* for top STEM schools among 30,000 (puts IHS in top 8.2%)
- 2,005** Rank among 17,792 nationally by *U.S. News and World Report*
- 11** Number of IHS students who qualified for DECA’s 2020 national competition
- 185** Rank among 1,217 schools in New York State by *U.S. News and World Report*
- 1.95** 10-year average Tax Levy Increase (2011-12 to 2020-21)

## ACHIEVING PEAK PERFORMANCE

- ◆ **Comprehensive education:** Comprehensive education: We offer one of the area’s most comprehensive high schools with programs in art, building trades, business, music, performing arts, technology and vocational automotive.
- ◆ **Neighborhood schools:** Average enrollment of 189 among our six K-3 schools.
- ◆ **Career Connections Program:** Helps students thrive in work-study jobs, internships & career shadowing.
- ◆ **Fine art:** Offer 16 courses in art; students regularly have work displayed in local exhibits.
- ◆ **Performing arts:** Traditionally 4 major dramatic presentations annually by IHS and Dake Jr. High students.
- ◆ **1:1 technology:** Laptop computers for grades K-12, a first, for the 2020-21 school year.
- ◆ **Professional development:** For 35-plus years we have provided a teacher learning center.
- ◆ **Athletics:** Varsity teams in 26 sports; Section V titles in girls volleyball for the past three seasons.
- ◆ **Unified Sports:** Inclusive co-ed basketball/bowling teams that unite students with and without disabilities.
- ◆ **Helmer Nature Center:** Our District-owned 45-acre “outdoor classroom” teaches environmental awareness to our students and is a widely used community asset offering exposure to woods and wetlands.
- ◆ **West Irondequoit Foundation:** Has awarded more than \$966,000 in grants to the District for educational programs and equipment.

**We believe that each child ... belongs to all of us.**



## Annual Written Notice Regarding Limited Disclosure of Directory Information

The Family Educational Rights and Privacy Act (FERPA), a federal law, generally requires that the District obtain your written consent prior to disclosing personally identifiable information from your child's/your education records (*to persons other than those with a legitimate educational interest*). The District may, however, disclose "directory information" for limited purposes without your written consent, unless you have timely advised the District of your decision to opt out of such disclosure(s) in whole or in part.

Directory information is information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. The District defines "directory information" to include only the following:

- name
- grade level
- dates of attendance
- photograph/image
- honors and awards received
- participation in officially recognized activities and sports

In accordance with FERPA and Board Policy No. 7241, "Limited Disclosure of Student Directory Information," the District's disclosure of directory information will be limited to specific parties and specific purposes only. Specifically, the District will include directory information in certain school publications, such

as the yearbook, honor roll and other recognition lists, graduation programs, sports activity sheets, and playbills showing your child's/your role in drama productions in a timely manner and without the necessity for requesting consent in situations in which it is expected that there would be no significant concern about invasion of privacy or any danger or harm from the disclosure. Unless the parent/eligible student opts out, the District will make the disclosure without obtaining consent. The District may also disclose directory information to outside organizations/parties without a parent's/eligible student's prior written consent but only for school-related activities or purposes. Examples of such outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks.

The District shall not disclose directory information in any situation when a risk to student safety, risk of identity theft, or other harm to student(s) is reasonably perceived.

If you do not want the District to disclose any or all of the types of information designated below as directory information from your child's/your education records without your prior written consent, you must notify the District in writing of such decision to opt out in whole or in part. Your written notice must be received by the Office of Public Information at 321 List Avenue, on or before September 30, 2020. [»»](#)



## Notification of Rights Regarding Education Records

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. These rights are:

**1. The right to inspect and review the student’s education records within 45 days** of the day the school information regarding the hearing procedures will be provided to the parent or eligible students who should submit to the school principal a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

**2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.**

Parents or eligible students who wish to ask the school to amend a record should write the school principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

**3. The right to privacy of personally identifiable information in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.**

For example, the district may disclose information from student education records to school officials with legitimate educational interests. A school official is a person employed by the school as

an administrator, supervisor, teacher, or support staff member, including health staff, office staff, and security personnel. It may also include a person serving on the School Board, a parent on an official District committee, or a person or company with whom the school has outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, consultant). A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Under FERPA, the District is permitted to disclose education records, including disciplinary records, without consent to other schools or post-secondary educational institutions in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student’s enrollment or transfer. However, while the District reserves all its rights under FERPA, its standard practice will be to seek written consent from parents or eligible students in order to transfer the student’s records, and those records will not normally include disciplinary information unless the parents or student specifically request that they do. Exceptions to this standard practice will occur only where specific circumstances make them reasonable and prudent.

In the event of a health and safety emergency, the District may disclose information from a student’s education record when such disclosure appears likely to protect the health and safety of the student or others.

**4. The right to file a complaint with the U.S. Department of Education** concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-8520 [📄](#)

## Meet our Security Team

Please check out the Security page on the WICSD website. It’s important for our community to know the names and faces of people entrusted to keep our students, staff and schools safe. The Security team is led by Mr. Mike Brooks. You can find our security crew by clicking on the Departments tab. We also have added two new “Youth Assistants,” Mr. James Elliott and Mr. Floyd Gibson. They will work closely to support students at Irondequoit High School, focusing particularly on health, wellness and social-emotional learning.

### WICSD Security Personnel

Mike Brooks  
Chris Adams  
James Elliott  
Floyd Gibson  
Delauno Johnson  
Wanda Moore  
Tony Onorato  
Ann Porter  
Phil Prinzi



James Elliott



Floyd Gibson

## Budget Update

The NYS Budget approved by our legislature and Governor in April included a freeze in Foundation Aid that resulted in an overall state aid reduction of \$703,049 from what had been originally projected by Gov. Cuomo in January. Included within the budget was a foreshadowing of potential additional state aid in the form of a “pandemic adjustment.” For West Irondequoit, this adjustment was \$433,218. To prepare for this possible mid-year aid reduction, the District included further efficiencies in the budget that were then approved by our community. These reductions are listed below:

Reduce Budget Margins .....	\$81,498.00
	<i>Included in Budget</i>
Eliminate Facilities Summer Help .....	\$70,000.00
Appropriate Coaching/Co-curricular Savings.....	\$80,000.00
District Office PT Clerk Bene/Payroll.....	\$17,000.00
Reduce Building/Dept. Budgets by 5%.....	\$115,000.00
BOE Membership (NYSSBA).....	\$10,600.00
Admin Mentoring .....	\$10,000.00
Eliminate Travel/Conference .....	\$70,000.00
<b>TOTAL .....</b>	<b>\$454,098.00</b>

Throughout the summer we have been following requirements from State Education Department and NYS Department of Health in preparation for September’s reopening of school.

The District has been engaged in purchases of:

- Personal Protective Equipment (PPE): masks, face shields, gowns, polycarbonate dividers, gloves
- Disinfectant supplies and equipment
- Upgraded filters for the HVAC system
- Temperature detection equipment
- New signage and software

To date, these expenses have exceeded \$166,000 with more anticipated (including additional personnel needs) throughout the year. NYS professional education organizations estimate that the total COVID-19 related costs to a district our size may exceed \$1.7 million dollars.

As we approach the start of the year, we have just been given notice that due to the state budget crisis, an additional 20% of promised state aid is being delayed and potentially withheld altogether. For our District, 20% of state aid exceeds \$3.2 million. As we plan for a mid-year reduction of that magnitude, we are reviewing our limited options.

Limited in that, instruction in a pandemic requires an “all hands on deck approach” as we use every available space and person to ensure socially distant in-person instruction as well as effective remote instruction. Use of savings/reserves beyond the \$3,328,007 already included in the 2020-21 budget could be a short-term solution. It is short-term because any significant influx of monies in that manner would quickly exhaust our remaining savings/reserves resulting in difficult decisions for the 2021-22 budget. [↗](#)

## Student Evaluation, Promotion and Placement

The West Irondequoit Central School District will comply with all state and federal laws and regulations regarding student evaluation, promotion, and placement.

### Grade Promotion and Placement

Grade promotion and the placement of students within the District’s instructional system will be at the discretion of the school administration and will be subject to review and change at any time. In making and reviewing placement decisions, the building administration will be guided by performance in class, past records, including various measures of student growth; parent and teacher recommendations, and any other appropriate sources of information. Final decisions will rest with the building administration.

### Testing Program

The West Irondequoit Central School District utilizes various ability, achievement, diagnostic, readiness, interest and guidance tests for the purpose of complying with state and federal law and/or aiding the implementation of quality educational services.

Pursuant to New York State Education Law, the District will not

make any student promotion or placement decisions based solely or primarily on student performance on the state administered English language arts and mathematics assessments for grades 3 through 8. The District may, however, consider student performance on such assessments in making student promotion and placement decisions provided that multiple measures be used in addition to such assessments and that such assessments do not constitute the major factor in such determinations.

### Reporting to Parents and Persons in Parental Relation to Students

Parents and/or persons in parental relation shall receive an appropriate report of student progress at regular intervals. Report cards shall be used as a standard vehicle for the periodic reporting of student progress and appropriate school related data. Report cards, however, are not intended to exclude other means of reporting progress, such as conferences, phone conversations, etc.

WICSD Policy 7210 - All district policies are available on our website, [www.westirondequoit.org](http://www.westirondequoit.org). [↗](#)



**Superintendent**  
Dr. Aaron Johnson

**Board of Education**

Mr. David Long, President  
Mr. Matthew Metras, Vice President  
Mr. John Vay  
Mrs. Ann Cunningham  
Mrs. Meg Steckley  
Mr. Matthew Fink  
Mr. Matthew Sullivan  
Mrs. Patricia Kelly, District Clerk  
Ms. Claire Steckley, Student Representative  
Ms. Grace Loeser, Student Representative  
Mr. Ethan Riester, Student Representative

**Newsletter Editor**

Mr. Jeffrey DiVeronica

## West Irondequoit Schools Contact Info

**Irondequoit High School**

260 Cooper Road  
Rochester, NY 14617  
Main Office: 266-7351  
Attendance: 336-2918/336-2919

**Dake Junior High School**

350 Cooper Road  
Rochester, NY 14617  
Main Office: 342-2140  
Attendance: 336-3100

**Iroquois Middle School**

150 Colebrook Drive  
Rochester, NY 14617  
Main Office: 342-3450  
Attendance: 336-3091

**Rogers Middle School**

219 Northfield Road  
Rochester, NY 14617  
Main Office: 342-1330  
Attendance: 336-3030

**Briarwood School**

215 Briarwood Drive  
Rochester, NY 14617  
Main Office: 336-1610  
Attendance: 336-1610

**Brookview School**

300 Brookview Drive  
Rochester, NY 14617  
Main Office: 336-1630  
Attendance: 336-1630

**Colebrook School**

210 Colebrook Drive  
Rochester, NY 14617  
Main Office: 336-1600  
Attendance: 336-1600

**Listwood School**

325 List Avenue  
Rochester, NY 14617  
Main Office: 336-1640  
Attendance: 336-1640

**Seneca School**

4143 St. Paul Boulevard  
Rochester, NY 14617  
Main Office: 336-1620  
Attendance: 336-1620

**Southlawn School**

455 Rawlinson Road  
Rochester, NY 14617  
Main Office: 266-5070  
Attendance: 336-3030

## For All Updates

Please click on the yellow COVID-19 Reopening Information box at [www.westirondequoit.org](http://www.westirondequoit.org) for updates, resources and documents.

## Athletic Schedules

Athletic schedules are now posted at  
[www.sectionvny.org](http://www.sectionvny.org)

You can view schedules and sign up for e-mail and text notifications. Please check our District Facebook page and the WI Eagles Twitter account each morning for a list of Irondequoit High School varsity sports events that day.

