-September 2020

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2020-2021 Re-Opening

COVID-19 Continues to Alter the Way We Do Business

The beginning of the 2020-21 school year will certainly be a unique experience. Schools across the country are opening with models and plans never previously considered. To be sure, each year is unique with some changes taking place. but, this year, there are more than a few changes as COVID-19 continues to alter the way we do business.

At the time of this newsletter, Ellicottville Central School will be following two models to best ensure safety and success. For the elementary, we will be opening using an in-person model, while the MS/HS will be following a hybrid model that brings students in for a couple of days each week and then has the students working remotely at home on the other days. More information on these plans can be found on page 7 and by reviewing the re-opening plans on the District website.

These plans are complicated to say the least. There are many moving parts that are intertwined. Changing items in one part of the plan affects other parts of the plan. Furthermore, while many parts of the plan may fall into place, another

may not, and that alone could prevent the school from opening or staying open.

Despite all the changes last spring, the qualities that Ellicottville Central School is known for remained strong. Caring and compassion for one another, integrity, team work, hard work, etc. never waivered throughout the remainder of the school year. In the end, despite a crazy spring filled with uncertainty and disappointments, the students, parents and staff persevered together, and the entire community was so proud when the Class of 2020 received their diplomas at graduation.

As we prepare to re-open, these qualities are once again shining brightly. Teams of people are coming together to ensure student safety and success. Maintenance, transportation, food service, clerical staff and administration have been busy ensuring the building and programs are ready to receive students. Teachers have been learning and preparing to teach in ways that are very new to all. Robust in-person interactions, remote learning, live conferencing, and social emotional programs will be paramount to student



success and the entire staff stand ready to do all they can to provide the best possible education for the students of ECS.

I have no doubt that the entire community will continue working together for the students of ECS. Support for the students and their education at ECS has always been incredibly strong. During these unusual times, this support is shining through brighter and stronger than ever! On behalf of the District and, more importantly, the students... THANK YOU!!!! As a team, we will work together and ensure the safety and success of our students!





HELP WANTED HELP WANTED

The Ellicottville Central School District is currently accepting applications for the following substitute positions: Teachers (both certified and non-certified), Teacher Aides, Cleaners,

Bus Drivers and Cafeteria Workers. Interested applicants may call the district office for an application (716-699-2368 ext. 1300) between the hours of 8:00 am - 4:00 pm when school is in session. Applications are also available on-line at: www.eville.wnyric.org



HELP WANTED HELP WANTED HELP WANT

School starts for students September 3rd!

Reduced Lunch Application on Pg. 13!

We strongly encourage families to fill out and return a free and reduced meal application at the beginning of the school year and anytime that a household's income is diminished. Doing so better ensures that all students have access to nutritious meals. If you have questions about this application or how to complete one, please do not hesitate to contact Mrs. Vicky Williams, Cafeteria Manager. All calls and information will be held in strict confidence.

2020–2021 Transportation Information

IMPORTANT COVID-19 Bus Information:

- ★ The District will use **double bus runs** each morning and each afternoon, resulting in a slightly shorter school day for all students. Families will be notified of pickup times and days as this information becomes available.
- SCHOOL BUS
- ★ Due to the extensive planning required to accommodate as many students as possible, students will be picked up in the morning and dropped off at the same address in the afternoon each and every day. Requests for alternate pick-up and/or drop-off locations cannot be honored.
- ★ A student MUST wear a mask at all times on the bus unless he/ she is medically unable to do so. Any exceptions to wearing a mask will require appropriate documentation from a medical professional. If a student does not have a mask, the bus driver will provide the student with a disposable mask.
- ★ Students will have assigned seats.
- ★ ALL buses will be sanitized between ALL runs.

2020-21 ECS TRANSPORTATION PROCEDURES

Due to the current COVID-19 pandemic, ECS has adopted a new platform and procedures related to transportation, arrival and dismissal. Pickup Patrol will be used for parents to upload arrival/dismissal information as well as information related to student absences. More information including instructions to download and login will be mailed to parents. In the meantime, if you would like more information about Pickup Patrol, please visit https://www.pickuppatrol.net.

Arrival:

- No traffic will be permitted anywhere in front of the school while buses are in the loop.
 - Staggered bus runs are as follows:
 - 8:00 AM Early Run
 - 9:00 AM Late Run
- For the 2020-2021 the District is still establishing cohorts for the staggered arrival and dismissal times. If your child is in the early cohort, drop-offs will occur between 8:05-8:20 AM. If your child is in the late cohort, drop-offs will occur between 8:40-8:55 AM. The District will be in contact with families with the corresponding cohort for your child(ren).
- Please remain in your car when you arrive to drop-off your child.
- Please be mindful of social distancing when allowing your child to depart your vehicle.

Dismissal:

- Please remain in your car when you arrive to pick-up your child.
- A staff member will be outside and will assist you with signing out your child.
- Each family will be given a specialized sign with your child's name on it. In order to safely sign out your child, this sign needs to be shown to the staff member.
- Staff members will communicate your arrival and will dismiss your child from the building.

Car Rider Drop-Off Procedures:

- Cars will enter on the elementary entrance and proceed up the car line route to the designated drop-off point.
- Any overflow cars should loop through the elementary parking lot and are **prohibited from double parking in the entrance lane or on the lawn**.
- Once the car rider lane has stopped moving, cars that are parked adjacent to the sidewalk may allow their children to safely exit and walk to the elementary entrance.
- As cars leave the drop-off line we ask that you pull up behind the car in front of you and stay in the line until your child has left the vehicle and is walking to the school.
- We ask that parents remain in their car when dropping off students.
- Once students have safely exited the vehicle, cars may depart by making a left on to the front drive of the school and exit the driveway at the south end near the high school.
- We ask that all students practice social distancing when leaving their car while walking up to the entrance of the school.

Car Rider Pick-Up Procedures:

- Cars may enter via the elementary entrance and proceed up the car line route to the designated drop off point.
- Any overflow cars should loop through the elementary parking lot and are **prohibited from double parking in the entrance lane or on the lawn.**
- Once the car line has stopped moving a staff member will approach your car to assist you at signing out your child.
- As cars leave the pick-up line, we ask that you pull up behind the car in front of you and stay in the line until your child is safely in your vehicle.
- Each family will be given a specialized sign with your child's name on it. In order to safely sign out your child, this sign needs to be shown to the staff member.
- Staff members will communicate your arrival and will dismiss your child from the building.
- Students will exit the elementary entrance, maintaining social distancing at all times.
- Parents are asked to remain in their cars at all times.
- Cars may depart by making a left on to the front drive of the school and exit the driveway at the south end near the high school after your child is safely in the vehicle.



The Ellicottville Central School District is committed to ensuring student privacy 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 is providing the following Parents' Bill of Rights for Data Privacy and Security:

- A student's personally identifiable information cannot be sold or released for any commercial or marketing purposes.
- Parents have the right to inspect and review the complete contents of their child's education record, including any student data maintained by the Ellicottville Central School District. This right of inspection of records is consistent with the federal Family Educational Rights and Privacy Act (FERPA). Under the more recently adopted regulations (Education Law §2-d), the rights of inspection are extended to include data, meaning parents have the right to inspect or receive copies of any data in their child's educational record. The New York State Education Department (SED) will develop further policies and procedures related to these rights in the future.
- State and federal laws protect the confidentiality of personally identifiable information and safeguards associated with industry standards and best practices, including but not limited to, encryption, firewalls and password protection, must be in place when data is stored or transferred.
- A complete list of all student data elements collected by the state is available for public review in an Excel file at http://www.p12.nysed.gov/irs/sirs/documentation/ NYSEDstudentData.xlsx. Parents may also obtain a copy of this list by writing to the Office of Information & Reporting Services, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, N.Y. 12234.

Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed to: Ellicottville Central School, ATTN: Mr. Robert Miller, Superintendent, 5873 Route 219, Ellicottville, New York 14731.

• Complaints to SED should be directed to: Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234; the e-mail address is cpo@mail.nysed.gov. SED's complaint process is under development and will be established through regulations from the department's chief privacy officer, who has yet to be appointed.

Idling Buses on School Grounds

State law requires school districts to take steps to minimize the idling of the engines of school buses and other school vehicles on school grounds. While students are boarding and departing school buses, the engine should be turned off. Students should be instructed about the importance of getting on and off buses in an orderly and efficient fashion to minimize loading and offloading time. Bus engines should also be off while parked at sporting events and other school activities. Exceptions to this "no idling" policy can be made in cases of emergency, mechanical issues or for necessary heating.

DASA Annual Notice

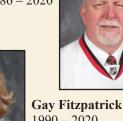
DASA Annual Notice: If you have knowledge or you are a student in our schools who has or is being bullied or harassed on school grounds, on the school bus, or at a school sponsored event, we urge you to contact the following District's Dignity Act Coordinators: Mrs. Tammy Eddy 699-2316 (ext. 1512) and Mr. Dan LaCroix 699-2318 (ext. 1603).

ECS Retirees

Congratulations and Best Wishes!!!

On behalf of the Board of Education, administration, staff. students, and the entire ECS Community, congratulations and best wishes to the following on their retirements from Ellicottville Central School in June 2020.

Glenn Hall 1986 - 2020



1990 - 2020



Patricia Waldron 2002 - 2020



Marjorie Halloran 1990 - 2020

Child Abuse Hotline

To report an incident of child abuse or neglect please call the New York State Office of Child and Family Services ("OCFS") at **1-800-342-3720**. You may visit: info@ocfs.ny.gov to reach the "OCFS" web site

Para reportar un caso de abuso, maltrato, o abandono de un niño, llame La Oficina de Servicios para Niños y Familias del Estado de Nueva York (New York State Office of Child and Family Services "OCFS") al 1-800-342-3720 o visite info@ocfs.nv.gov para la página web de OFCS.



Explaining The "BIG 4" Emergency Protocols

While ECS has a number of procedures to best ensure everyone's safety, we would like to share some important information on what we refer to as "The BIG 4 Emergency Protocols." These four protocols are: Shelter in Place, Lockdown, Lockout, and Evacuation. We cannot share the exact steps we take in each of these protocols, as doing so could compromise them, and ultimately our ability to best protect students and staff. We can, however, provide a brief overview of each protocol so you are better informed.

SAFETY MEASURES DEFINED:

- ▶ SHELTER IN PLACE: This is considered one of the least intrusive procedures. It is used to secure students safely in classes, and restrict movement in hallways and throughout the building. Examples of when this may be used include: a medical emergency in the building, overt disruption in hallway, or staging for possible transition to Lockout, Lockdown or Evacuation. A Shelter in Place not only secures students, it allows for time to assess a situation without taking too extreme a measure. During a Shelter in Place teachers and students may continue normal classroom activities behind closed and locked doors.
- ▶ LOCKOUT: This is considered a mid-level procedure. It is used when an actual or potential threat exists from outside the school building (Ex. Escaped fugitive, unusual disturbance in the parking lot or road, disgruntled employee or spouse, etc.). During a Lockout, all outside activities are cancelled and the exterior doors and windows are closed and locked. Once the building is secure, we may decide to allow normal activities within the school.

Please DO NOT call or drive to the school in the event of a Lockout, Evacuation or Lockdown.

- EVACUATION: This can be considered a mid-level procedure or a high level procedure based on the situation. Evacuating the building when a fire alarm sounds is something we have all learned do since we were little kids and is a straight forward procedure. When we need to evacuate and relocate to another location due to an imminent threat such as a bomb or chemical threat this is considered a high level procedure. Please know that should we need to evacuate to another location, we will notify parents that we are doing so, but for safety reasons we will not announce in advance where we are evacuating to.
- ▶ LOCKDOWN: This is considered our highest alert! A Lockdown is used when an actual or imminent threat exists and we need to immediately secure students. Examples of when this may be used include: a trespasser with a weapon is on campus, there is a hostage situation, or there is a riot. In a lockdown, students and staff are not only secured behind locked doors, they are to be out of sight and silent.

Please note that we:

- May employ more than one procedure at a time.
- May transition from one procedure to another.
- Will modify or "flex" a procedure if it is necessary.
- Will make our primary goal and focus the securing of students and staff to best ensure everyone's safety!
- Will notify parents with information as soon as we are able to safely do so.

We strongly suggest that you take a picture of this page with your cell phone so that in the event you hear we are in an emergency procedure or receive such a call, you can quickly reference the terms to know what is taking place. We would further suggest that you keep this page for future reference.



Staff Qualifications

Pursuant to the No Child Left Behind Act, parents may request information about the professional qualifications of their child's classroom teachers including whether the teacher has State certification for the classes being taught; the teacher's bachelor's degree major and any other certifications or degrees by field or discipline; and whether the child is provided services by paraprofessionals and, if so, their qualifications. Requests for the above information may be directed in writing to: Ellicottville Central School, ATTN: Mr. Robert Miller, Superintendent, 5873 Route 219, Ellicottville, New York 14731.

Annual Professional Performance Review

All parents/guardians will have the right to obtain the Annual Professional Performance Review (APPR) quality ratings and composite effectiveness scores for their child's teacher(s) and principal(s) once the scores are officially available in accordance with state law. For additional details, please contact Mr. Robert Miller, Superintendent, 716-699-2368.

Homeless Student Policy

All programs and services of the district are available to homeless students and unaccompanied youth. Whenever a homeless child or unaccompanied youth seeks to enroll in the district, and at least twice annually, while the child is enrolled, the parent and child will be informed of their rights. Some of these rights include the right to attend the school they previously attended or to attend school in the district of current location, the right to be enrolled even though the admission requirements have not been completed and prior student records are not available, and the right to transportation to and from school.

Media Consent Form

Dear Parents/Guardians:

Periodically the press or media, including our ECS District Newsletter request to do a feature or news story on an educational or safety topic concerning our school. Usually, they request photographs of our students to accompany these articles for print or broadcast purposes.

Pursuant to the federal *No Child Left Behind Act* signed into law in January 2002, school districts must notify parents of their rights and the rights of their children to request, in writing, that the district <u>NOT</u> release such information if it is requested.

Please complete the tear off below and return to the elementary or high school office. Forms will be kept on file in the offices. You may request to change your permission status at any time by submitting a revised form. If you have any questions regarding the form or law, please feel free to contact Mr. Erich Ploetz, 6-12 Principal at 699-2316 (ext. 1401); Mrs. Maren Bush, PreK-5 Principal at 699-2318 (ext. 1601) or myself at 699-2368 (ext. 1301).

Sincerely,

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Robert Miller, Superintendent

Ellicottville Central School District 2020/2021 school year

(Consent for the Release of Certain Student Information under the No Child Left Behind Act)

If you **give permission** for your child to be photographed for press or media print or broadcast purposes, <u>including the monthly district newsletter</u>, **you do not need to do anything & consent is implied**. Otherwise, please check one of the options below.

Please check only ONE Item:

I wish to be contacted on a case-by-case basis for permission for my child to be photographed for press or media print, broadcast purposes or the <u>monthly district newsletter</u> .	
I do not give permission for my child to be photographed for press or media print, broadcast purposes or the <u>monthly district newsletter</u> .	
CHILD'S NAME (please print)	
HOMEROOM TEACHER	
PARENT/GUARDIAN SIGNATURE	
DATE	



Title IX and Section 504

The Ellicottville Central School District in compliance with Title IX of the Educational amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and the Americans With Disabilities Act (ADA) hereby designates, Mrs. Melissa Dahlman, as the Title IX/Section 504/ADA Coordinator for the Ellicottville Central School District. The Coordinator is responsible for resolving complaints and discrimination based on sex or disability. She is also responsible for handling complaints and grievances regarding discrimination based on race, color, creed, religion, national origin, political affiliation, sexual orientation, age, military status or marital status. Mrs. Melissa Dahlman can be reached at Ellicottville Central School, 5873 Route 219, Ellicottville, New York 14731 or by phoning (716) 699-2318 (ext. 1410).

A copy of the Ellicottville Central School District's Administrative Regulation #3232 Student Discrimination Grievance Guidelines is available in the Superintendent's Office, Monday-Friday (8:00 am - 4:00 pm).

Child Find Notice

Notice is hereby given to all district residents with children between birth and age 21: If your child is disabled or you suspect he/she may be disabled; you may be entitled to special education and related services without cost to you. Please contact Mrs. Melissa Dahlman, CSE/CPSE Chairperson (716) 699-2318 ext. 1410 to register your child or to obtain further information.

Notice is in compliance with IDEA "Child Find" requirements Education Law 4402 (1) (a).

Pesticide Use Notification

During the school year, it may be necessary for maintenance staff to use pesticides on school grounds to meet pest management goals. Any individual interested in registering to receive a written notification 48 hours prior to pesticide application, needs to contact Ellicottville Central School. If you have questions about the integrated pest management program or pesticide use, please contact Marc Waters, Maintenance Supervisor, at 716-699-2316 (ext. 1404).

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Family Educational Rights and Privacy Act (FERPA)

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

Examples may include:

- a playbill, showing your student's role in a drama production;
- · the annual yearbook;

- honor roll or other recognition lists;
- graduation programs; and
- sports activity sheets, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks.

In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military.

In addition, two federal laws require local educational agencies (LEAs) receiving assistant under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories - names, addresses and telephone listings - unless parents have advised the LEA that they do not want their student's information disclosed without prior written consent. (1)

If you do not want the Ellicottville Central School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by September 30, 2020. The Ellicottville Central School District has designated the following information as directory information:

- · Students Name
- · Address
- · Telephone Listing
- · Electronic mail address
- Photograph
- · Date and place of birth
- · Major field of study
- Dates of attendance
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- · Grade Level
- The most recent educational agency or institution attended
- Participation in officially recognized activities and sports

(1) These laws are: Section 9528 of the ESEA (20 U.s.C. 7908), as amended by the No Child Left Behind Act of 2001 (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the National Defense Authorization Act for Fiscal Year 2002 (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.

Asbestos Containing Materials

In compliance with Sections 763.85 and .93 of the asbestos-containing materials in schools rule, all facilities owned, leased or operated by the Ellicottville Central School District have been inspected for the presence of asbestos-containing building materials. Asbestos management plans have been developed for all facilities and submitted to the NYS Education Department. The E.P.A. requires re-inspections every five (5) years by an accredited asbestos inspector. This re-inspection was done on April 29, 2019, and the results were reviewed by an accredited management planner. The 2019 re-inspection found no significant changes in the condition of the asbestos-containing materials. In general, the asbestos materials in the district are in good condition and will continue to be managed as recommended by the accredited management planner. Copies of the management plans are available for public inspections and management plans should be made to Marc Waters, Maintenance Supervisor, at 716-699-2316 (ext. 1404).

Sex Offender Registry Website

The purpose of this site is to provide an overview of the sex offender registration law and how the public can obtain information about sex offenders. The Sex Offender Registration Act, New York's version of Megan's Law, was signed by Governor George E. Pataki in July 1995 and became effective on January 21, 1996. The text of the statute is contained in Correction Law Article 6-C (Section 168 et seq.).

Registered sex offenders in New York are classified by the risk of reoffense. A court determines whether an offender is a level 1 (low risk), 2 (moderate risk) or 3 (high risk). The court also determines whether an offender should be given the designation of a sexual predator, sexually violent offender or predicate sex offender.

Level 1 and 2 sex offenders registered prior to March 11, 2002 register for 10 years while level 3 offenders register for life. For more information on sex offenders residing in our district, please visit the following web address: **www.criminaljustice.state.ny.us**

Ellicottville Central School 2020-21 Entry Plan Summary*

Effective 8.21.2020

District-Wide Information

- * ECS is committed to considering the unique needs of each family and student while designing the 2020-21 school year.
- * All students and staff will wear masks unless eating or taking a "mask break."
- * PK-12 Teachers will be on campus 5 days a week.
- * Health screenings will become a daily practice and will be required for students and staff to be on campus. Visitors will be limited on campus.
- * The District will use double bus runs each morning and each afternoon, resulting in a slightly shorter school day for all students. Families will be notified of pickup times and days as this information becomes available.

- * A District-Wide Wellness Team is under development to discuss and respond to the social-emotional needs of ECS students.
- * Students will be picked up and dropped off at the same designated address every day.
 - Medically vulnerable students will be served using a collaborative approach between school and family to ensure student health and safety.

 Please contact a school administrator if you have guestions or concerns.
 - *ECS students will be served by ECS food service on campus and/or may choose to bring food from home. Families are encouraged to download the form from the District website or in the District newsletter for access to free and reduced meals.

* Until further notice, there will be no before or after school programs or activities.



Elementary PK-GR 6

- * PK-GR 6 students will be in attendance on campus 5 days a week.
- * Students will remain in cohorts and strictly distanced from other cohorts of students on campus.
- * Teachers will move about the building while students remain in their room to minimize student transitions outside their cohort classroom.
- Physical barriers will be utilized between student desks and students will wear masks in PK-6 classrooms
- * Students will eat breakfast and lunch in cohort classrooms.

Middle-High School GR 7-12

- * Students will be on campus 2 or 3 days a week, rostered into two main cohorts. One cohort will be on campus Mon/Tue, and the other cohort will be on campus Thu/Fri.
- * Wednesdays will be utilized as a flex day to serve special populations of students who require additional support.
- * While not on campus, 7-12 students will learn remotely from home using their school-issued laptop.
- * Students will eat a grab-&-go breakfast in classrooms and eat lunch in the cafeteria.
- * Teachers in Grades 7-12 will have office hours available at specific times each week to assist students and parents.

^{***}Disclaimer: Due to rapidly evolving circumstances regarding health and safety standards regulating school operation, please understand District plans may change and differ from this outline.***

How to Safely Wear and Take Off a Cloth Face Covering

Accessible: https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html

WEAR YOUR FACE COVERING CORRECTLY

- · Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- · Make sure you can breathe easily
- Do not place a mask on a child younger than 2







USE THE FACE COVERING TO HELP PROTECT OTHERS

- Wear cloth face coverings in public settings and when around people who don't live in your household, especially when other social distancing measures are difficult to maintain
- Don't put the covering around your neck or up on your forehead
- Don't touch the face covering, and, if you do, clean your hands

FOLLOW EVERYDAY HEALTH HABITS

- Stay at least 6 feet away from others
- · Avoid contact with people who are sick
- Wash your hands often, with soap and water, for at least 20 seconds each time
- Use hand sanitizer if soap and water are not available





TAKE OFF YOUR CLOTH FACE COVERING CAREFULLY, WHEN YOU'RE HOME

- Untie the strings behind your head or stretch the ear loops
- · Handle only by the ear loops or ties
- · Fold outside corners together
- Place covering in the washing machine
- · Wash your hands with soap and water



Cloth face coverings are not surgical masks or N-95 respirators, both of which should be saved for health care workers and other medical first responders.

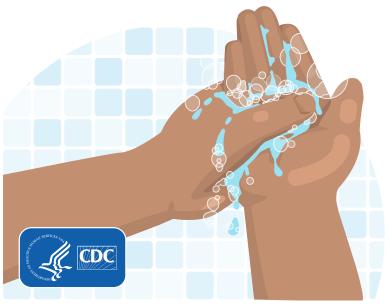
For instructions on making a cloth face covering, see:

cdc.gov/coronavirus

Stop the spread of germs that can make you and others sick!



KEY TIMES to Wash Your Hands



Before

- Eating or preparing food
- Touching your face

After

- Using the restroom
- Coughing or sneezing
- Leaving a public place
- Handling mask
- Changing a diaper
- Caring for someone sick
- Touching animals or pets

cdc.gov/coronavirus

CS319544-A 08/05/2020

Help prevent the spread of respiratory diseases like COVID-19.















ANNUAL NEWS RELEASE - PUBLIC ANNOUNCEMENT

Ellicottville Central School District (Local School Food Authority) today announced a free and reduced price meal (Free Milk) policy for Ellicottville Central area school children. Local school officials have adopted the following family eligibility criteria to assist them in determining eligibility:

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

Free Eligibility Scale				Reduced Price Eligibility Scale							
Free Lunch, Breakfast, Milk				Reduced Price Lunch, Breakfast							
Household Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly	Household Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly
1	\$ 16,588	\$ 1,383	\$ 692	\$ 638	\$ 319	1	\$ 23,606	\$ 1,968	\$ 984	\$ 908	\$ 454
2	\$ 22,412	\$1,868	\$ 934	\$ 862	\$ 431	2	\$ 31,894	\$ 2,658	\$ 1,329	\$ 1,227	\$ 614
3	\$ 28,236	\$ 2,353	\$ 1,177	\$ 1,086	\$ 543	3	\$ 40,182	\$ 3,349	\$ 1,675	\$ 1,546	\$ 773
4	\$ 34,060	\$ 2,839	\$ 1,420	\$ 1,310	\$ 655	4	\$ 48,470	\$ 4,040	\$ 2,020	\$ 1,865	\$ 933
5	\$ 39,884	\$ 3,324	\$ 1,662	\$ 1,534	\$ 767	5	\$ 56,758	\$ 4,730	\$ 2,365	\$ 2,183	\$ 1,092
6	\$ 45,708	\$ 3,809	\$ 1,905	\$ 1,758	\$ 879	6	\$ 65,046	\$ 5,421	\$ 2,711	\$ 2,502	\$ 1,251
7	\$ 51,532	\$ 4,295	\$ 2,148	\$ 1,982	\$ 991	7	\$ 73,334	\$ 6,112	\$ 3,056	\$ 2,821	\$ 1,411
8	\$ 57,356	\$ 4,780	\$ 2,390	\$ 2,206	\$ 1,103	8	\$ 81,622	\$ 6,802	\$ 3,401	\$ 3,140	\$ 1,570
Each Add'l person add	\$ 5,824	\$ 486	\$ 243	\$ 224	\$ 112	Each Add'l person add	\$ 8,288	\$ 691	\$ 346	\$ 319	\$ 160

SNAP/TANF/FDPIR Households: Households that currently include children who receive the Supplemental Nutrition Assistance Program (SNAP) but who are not found during the Direct Certification Matching Process (DCMP), or households that currently receive Temporary Assistance to Needy Families (TANF), or the Food Distribution Program on Indian Reservations (FDPIR) must complete an application listing the child's name, a valid SNAP, TANF, or FDPIR case number and the signature of an adult household member. Eligibility for free meal benefits based on participation in SNAP, TANF or FDPIR is extended to all children in the household. When known to the School Food Authority, households will be notified of their children's eligibility for free meals based on their participation in the SNAP, TANF or the FDPIR programs. No application is necessary if the household was notified by the SFA 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.

Other Source Categorical Eligibility: When known to the School Food Authority, households will be notified of any child's eligibility for free meals based on the individual child's designation as Other Source Categorically Eligible, as defined by law. Children are determined Other Source Categorically Eligible if they are Homeless, Migrant, Runaway, A foster child, or Enrolled in Head Start or an eligible pre-kindergarten program.

If children or households receive benefits under Assistance Programs or Other Source Categorically Eligible Programs and are not listed on the notice of eligibility and are not notified by the School Food Authority of their free meal benefits, the parent or guardian should contact the school or should submit an income application.

Other Households: Households with income the same or below the amounts listed above for family size may be eligible for and are urged to apply for free and/or reduced price meals (or free milk). They may do so by completing the application sent home with the letter to parents. One application for all children in the household should be submitted. Additional copies are available at the principal's office in each school. Applications may be submitted any time during the school year to Vicky Williams (Title of Reviewing Official). Please contact Mrs. Williams at 716-699-2316 with any questions regarding the application process.

(ext. 1403)

(continued on page next page)

Households notified of their children's eligibility must contact the School Food Authority if they choose to decline the free meal benefits. Households may apply for benefits at any time throughout the school year. Children of parents or guardians who become unemployed or experience a financial hardship mid-year may become eligible for free and reduced price meals or free milk at any point during the school year.

For up to 30 operating days into the new school year (or until a new eligibility determination is made, whichever comes first) an individual child's free or reduced price eligibility status from the previous year will continue within the same SFA. When the carryover period ends, unless the household is notified that their children are directly certified or the household submits an application that is approved, the children's meals must be claimed at the paid rate. Though encouraged to do so, the SFA is not required to send a reminder or a notice of expired eligibility.

The information provided on the application will be confidential and will be used for determining eligibility. The names and eligibility status of participants may also be used for the allocation of funds to federal education programs such as Title I and National Assessment of Educational Progress (NAEP), State health or State education programs, provided the State agency or local education agency administers the programs, and for federal, State or local means-tested nutrition programs with eligibility standards comparable to the NSLP. Eligibility information may also be released to programs authorized under the National School Lunch Act (NSLA) or the Child Nutrition Act (CNA). The release of information to any program or entity not specifically authorized by the NSLA will require a written consent statement from the parent or guardian.

The School Food Authority does, however, have the right to verify at any time during the school year the information on the application. If a parent does not give the school this information, the child/children will no longer be able to receive free or reduced price meals (free milk).

Foster children are eligible for free meal benefits. A separate application for a foster child is no longer necessary. Foster children may be listed on the application as a member of the family where they reside. Applications must include the foster child's name and personal use income.

Under the provisions of the policy, the designated official will review applications and determine eligibility. If a parent is dissatisfied with the ruling of the designated official, he/she may make a request either orally or in writing for a hearing to appeal the decision. Robert Miller, Supt. (Title), whose address is 5873 Rt. 219, Ellicottville has been designated as the Hearing Official. Hearing procedures are outlined in the policy. However, prior to initiating the hearing procedure, the parent or School Food Authority may request a conference to provide an opportunity for the parent and official to discuss the situation, present information, and obtain an explanation of the data submitted in the application or the decisions rendered. The request for a conference shall not in any way prejudice or diminish the right to a fair hearing.

Only complete applications can be approved. This includes complete and accurate information regarding: the SNAP, TANF, or FDPIR case number; the names of all household members; on an income application, the last four digits of the social security number of the person who signs the form or an indication that the adult does not have one, and the amount and source of income received by each household member. In addition, the parent or guardian must sign the application form, certifying the information is true and correct.

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

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 (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 <u>USDA Program Discrimination Complaint Form</u>, (AD-3027) found online at: 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:

- 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.

This institution is an equal opportunity provider.

o apply for free and reductions on the consending of the consendin	ed price meals for you and return it to the a	r children, read the ins	l Reduced Price Schoo	l Meals/Milk	
ousehold, sign your name eed help. Additional name	and return it to the a			· modio/min	
leturn Completed Applic					
	5873	ottville Central Scho 3 Route 219 ottville, NY 14731	ol		
List all children in your househo	old who attend school:			-	
Student Name		School	Grade/Teacher	Foster Child	Homeles Migrant Runawa
. SNAP/TANF/FDPIR Benefits: anyone in your household receiv				Part 4, and sign the app	lication.
ame:	CAS	E #:			
. Report all income for ALL House	ehold Members (Skip this st	tep if you answered 'yes' to	step 2)		
Name of household member	Earnings from work before deductions Amount / How Often	Child Support, Alimony Amount / How Often	Pensions, Retirement Payments Amount / How Often	Other Income, Social Security Amount / How Often	No Income
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otal Household Members (Childre When completing section 3, an acox" before the application can be	dult household member mus		social Security Number: XXX of their Social Security Number	-xx	I do not have a
. Signature: An adult household certify (promise) that all the informal get federal funds; the school of ederal laws, and my children may	mation on this application is officials may verify the inform to lose meal benefits.	true and that all income is r nation and if I purposely give	reported. I understand that the efalse information, I may be pro-		
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APPLICATION INSTRUCTIONS

To apply for free and reduced price meals, complete only one application for your household using the instructions below. Sign the application and return the application to Vicky Williams, Ellicottville Central School, 5873 Route 219, Ellicottville, NY 14731.

If you have a foster child in your household, you may include them on your application. A separate application is not needed. Call the school if you need help: Vicky Williams, (716) 699-2316 Ext 1403. 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.

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 (a school staff will confirm this eligibility).

PART 2 HOUSEHOLDS GETTING SNAP, TANF OR FDPIR SHOULD COMPLETE PART 2 AND SIGN PART 4.

- (1) List a current SNAP, TANF or FDPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household. 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 SNAP 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 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 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. This 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 SNAP, TANF or FDPIR number, a social security number is not needed.
- (5) An 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). 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: 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 submit all needed information, 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 other adult household member who signs the application. The social security number is not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistance 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

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 <u>USDA Program Discrimination Complaint Form</u>, (AD-3027) found online at: 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:

- 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.

This institution is an equal opportunity provider.

Menu subject to change: Notice will be given if possible.

All lunches served with choice of vegetable, fruit, and 1% milk or skim chocolate milk.

Salads are available daily and may be ordered before 10:00. **PB&J Sandwiches are offered daily**. You may prepay for your child's lunch.

September Breakfast Menu

Monday	Tuesday	Wednesday	Thursday	Friday
Egg and Hash Brown Fresh or Canned Fruit 100% Fruit Juice	1 NO SCHOOL FOR STUDENTS	NO SCHOOL FOR STUDENTS	Toasted Bagel CC/Jelly Fresh or Canned Fruit 100% Fruit Juice	4 Breakfast Pizza Fresh or Canned Fruit 100% Fruit Juice
7 NO SCHOOL	8 Breakfast on a Stick Fresh or Canned Fruit 100% Fruit Juice	9 Egg and Cheese on Bun Fresh or Canned Fruit 100% Fruit Juice	Assorted Fruited Danish Fresh or Canned Fruit 100% Fruit Juice	11 Breakfast Pizza Fresh or Canned Fruit 100% Fruit Juice
14 Cinnamon Toast Fresh or Canned Fruit 100% Fruit Juice	15 Breakfast on a Stick Fresh or Canned Fruit 100% Fruit Juice	Egg and Hash Brown Fresh or Canned Fruit 100% Fruit Juice	Fresh Baked Cinnamon Roll Fresh or Canned Fruit 100% Fruit Juice	18 Breakfast Pizza Fresh or Canned Fruit 100% Fruit Juice
Toasted Bagel Cream Cheese or Jelly Fresh or Canned Fruit 100% Fruit Juice	Breakfast on a Stick Fresh or Canned Fruit 100% Fruit Juice	23 Egg, Ham and Cheese Fresh or Canned Fruit 100% Fruit Juice	Apple Turnover Fresh or Canned Fruit 100% Fruit Juice	25 Breakfast Pizza Fresh or Canned Fruit 100% Fruit Juice
Cinnamon Toast Fresh or Canned Fruit 100% Fruit Juice	Breakfast on a Stick Fresh or Canned Fruit 100% Fruit Juice	Assorted Fruited Danish Fresh or Canned Fruit 100% Fruit Juice	Breakfast K-12 \$1.30 Milk \$0.60 K-12 Extra Breakfast an additional \$1.80	

September Lunch Menu

September Lunch Mena						
Monday	Tuesday	Wednesday	Thursday	Friday		
	1 NO SCHOOL FOR STUDENTS	2 NO SCHOOL FOR STUDENTS	Fresh Baked Pizza Or PB&J Sandwich Candied Carrots NY Apples	4 Pittsburgh Style Chicken Salad Or Salami Sandwich Baked Garlic Bread Stick NY Grape Juice		
7 NO SCHOOL	8 Chicken Fingers Or Bologna Sandwich Garlic Pasta NY Green Beans Fresh or Canned Fruit	9 Hot Dog on Bun Or Ham Sandwich NY French Fries Candied carrots NY Grape Juice	10 NY Cheeseburger Mac & Cheese Or Ham Sandwich Baked Garlic Bread Stick Steamed Broccoli NY Grape Juice	11 BBQ Chicken Sandwich Or Ham Sandwich Oven Roasted NY Potatoes Baked Beans Fresh or Canned Fruit		
Meatballs and Gravy Or Salami Sandwich Noodles Buttered Dinner Roll Steamed Peas Fresh or Canned Fruit	Chili Cheese Fries Or PB&J Sandwich Fresh Baked Corn Muffin Steamed Corn NY Apples	16 Chicken Wing Pizza Or Ham Sandwich NY Tossed Salad Fresh or Canned Fruit	17 Zucchini Boats w/ NY Beef Or Egg Salad Sandwich Garlic Bread Stick Candied Carrots NY Grape Juice	18 Hamburger/Cheeseburger Or PB&J Sandwich NYS Oven Roasted Potatoes Steamed Broccoli Fresh or Canned Fruit		
21 Chicken Nuggets Or Bologna Sandwich Seasoned Rice Buttered Dinner Roll Steamed Mixed Veggies Fresh or Canned Fruit	Taco in a Bag Or Egg Salad Sandwich Fresh Baked Corn Muffin Pinto Beans NY Apples	23 Chicken & Cheese Quesadilla Or Ham Sandwich Seasoned Rice Steamed Corn Fresh or Canned Fruit	NY Philly Cheese Steak Sloppy Joe Or Salami Sandwich Alfredo Noodles Steamed Broccoli NY Grape Juice	25 Baked Goulash w/ Meat Sauce Or PB&J Sandwich Baked Garlic Bread Stick NY Green Beans Fresh or Canned Fruit		
28 Buffalo Chicken Pasta Salad Or Salami Sandwich Buttered Dinner Roll Steamed Corn NY Apples	French Toast Or Egg Salad Sandwich Breakfast Sausage NY Real Maple Syrup Baked Apples	Ham or Turkey Sub Or Bologna Sandwich Corn Chips Candied Carrots Fresh or Canned Fruit	Lunch K-5 \$2.10 6-12 \$2.30 Milk \$0.60 K-5 Extra Lunch an additional \$2.60 6-12 Extra Lunch an additional \$2.90	We will NOT be offering Chef Salads in September		

Free/Reduced Lunch application can be filled out any time of the year. For more details contact Vicky Williams 699-2316 x1403.

Ellicottville Central School is an Equal Opportunity provider and Employer.

Ellicottville Central School 5873 Route 219 Ellicottville, NY 14731 www.ellicottvillecentral.com

Board Members

Robert Van Wicklin, President William Murphy, Vice President Shana Chudy Debra Golley Karl Northrup Leonard Zlockie NON PROFIT ORGANIZATION U.S. POSTAGE PAID Permit No. 1825 Olean, NY 14760 **ECRWSS**

POSTAL PATRON LOCAL Or CURRENT RESIDENT

Administration

Mr. Robert Miller, Superintendent Mr. Erich Ploetz, 7-12 Principal

Mrs. Maren Bush, Elementary Principal / Director of Curriculum



Winning ECS Quiz Bowl Teams

Modified Online Format Allows Students to Compete During Shutdown

In the quiet of quarantine, the ECS Quiz Bowl Team was busy! The senior division team of Alex Hunt, Jalee Evans, Adam Silvernail, and Bryce Butler won the Scholastic Challenge topping ten other teams in the adapted online version of the competition. The team of Bryce Wood, William Benatovich, Sam Edwards, and Ben Edwards tied for third in the junior division.

The Scholastic Challenge win qualified the senior team for online Nationals. They added Caleb Jennings to the team and continued to practice in preparation for tough competition from across the country. Over the last weekend in May they competed in six online matches coming away with one win and some great experience to prepare them for this coming school year as this awesome team is all juniors!



Be Sure to Visit Our Website: http://www.ellicottvillecentral.com



The ECS Code of Conduct, Adademic Eligibility Regulations,
Teacher Email Addresses and other important information is available on our website.