Congratulations to the Class of 2021

On June 18, 2021, students graduated with a diploma from Holland Patent High School. The class marched in to Pomp and Circumstance. Students gave speeches to their class as a reflection of their educational journey. Thomas Breil addressed the class as the valedictorian, Jonathan Schmitt gave the salutatory address. After receiving their diplomas from the Board of Education members, the senior chorus led the class in the alma mater before the conclusion of the ceremony.
Dear Families,

It is my pleasure to be joining the Holland Patent Family as your Interim Superintendent. Having started July 1, I have had the opportunity to familiarize myself with the facilities and some of the staff. I look forward to the new school year and getting to know you all.

As you return to school there will be many building improvements that have taken place over the summer. The race is on for everything to be finished by opening day! Please have patience when you come for open house we might still be cleaning.

While the pandemic crisis still is a serious concern, we are doing everything possible to insure that all students, staff and community remain safe. Our goal is to allow our staff and students to return to a normal learning environment without the interruptions of quarantines and remote learning.

Please help us make 2021-22 a safe and healthy school year for all. Practice good handwashing, cover coughs or sneezes using an elbow or tissue, if your child feels ill or has a fever please keep them home, and remember a mask enables us to have all children in school every day.

Cynthia B. DeDominick
Interim Superintendent of Schools

NEW STUDENT REGISTRATION
If you need to register a student or you have questions other than registering a new student, contact the following secretary:

Elementary Schools
Karen Gorea  |  315-865-8151
Holland Patent Elementary
Jennifer Blier  |  315-865-5721
General William Floyd Elementary

Middle School
Jody Shepard  |  315-865-7204

High School
Kathy Green  |  315-865-8154

BOARD OF EDUCATION MEETING DATES
ANNEX BOARD ROOM
All meetings are at 6:30 p.m., unless stated otherwise

Wednesday, September 15, 2021
Wednesday, *October 6, 2021 – HS Auditorium
Wednesday, November 10, 2021
Wednesday, December 15, 2021 – HS Auditorium
Wednesday, January 12, 2022
Wednesday, January 26, 2022
Wednesday, February 9, 2022
Wednesday, March 9, 2022
Wednesday, March 23, 2022
Tuesday, April 26, 2022 - UPK Lottery Draw/BOCES Budget
Tuesday, May 3, 2022 - 6:00 p.m. Budget Hearing - HS Library
No Regular Meeting
Tuesday, May 17, 2022 - 7:00 p.m. Budget Vote Day
Regular Meeting at 7:00 p.m. (HS Library)
Wednesday, June 22, 2022

* date subject to change
Notice of Compliance
The Protection of Pupil Rights Amendment
“The Protection of Pupil Rights Amendment (PPRA) is a federal law that affords certain rights to parents of minor students with regard to surveys that ask questions of a personal nature. Briefly, the law requires that schools obtain written consent from parents before minor students are required to participate in any U.S. Department of Education funded survey, analysis, or evaluation that reveals information: “ http://www2.ed.gov/policy/gen/guid/fpco/hottopics/htl0-09-02a.html.

Student Privacy Policy
Student Privacy Policy - FERPA Board of Education Policy #6130.2 http://web2.moboces.org/policies/hollandpatent/6130.2%20FERPA%20Notice.pdf

Attendance Policy
Attendance Plain Language - Board of Education Policy 6020.1 http://web2.moboces.org/policies/hollandpatent/6020.1%20plain%20language%20student%20attendance.pdf

Title VI, IX
The Holland Patent Central School District prohibits discrimination and harassment on the basis of race, color, religion, national origin, sex, sexual orientation, age, disability or other legally protected category. This policy is in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975, the Americans with Disabilities Act and Title VII of the Civil Rights Act of 1964.

Inquiries concerning this policy and information about complaint procedures may be referred to Nancy Nowicki at (315)-865-7200.

Annual Notification
In accordance with the Asbestos Hazard Emergency Response Act of 1986 (AHERA) and the regulations of the Commissioner of Education that require an annual structural safety inspection, a copy of each report is available for review during school hours by appointment. Please contact Kenneth Smith at (315) 865-7213 if you wish to arrange an appointment or if you have any questions.

Safety staff from Oneida-Herkimer-Madison BOCES performed the inspections as per guidelines.

Official Newspaper
Many district residents are unaware that the official newspaper designated by the Board of Education is the Rome Sentinel. Residents are reminded that this newspaper is used to release both legal and all general school information throughout the year. The Utica Observer-Dispatch also receives our news releases.

Prohibition of Discrimination and Harassment
The Holland Patent Central School District makes decisions regarding employment without consideration of an individual’s race, color, creed, religion, national origin (regardless of English language skills), age, sex (including gender, gender identity, and sexual orientation), marital status, military or veteran status, disability, predisposing genetic characteristics, arrest record, or prior criminal convictions, except when sex or age are a bona fide occupational qualification, when a criminal conviction is related to job duties, and when an individual’s religion or disability warrants reasonable accommodation. http://web2.moboces.org/policies/hollandpatent/8005%20Prohibition%20of%20Discrimination%20and%20Harassment%20Including%20Sexual%20Harassment%20in%20Employment.pdf

Pesticide Notification
As required under New York State law for notification of herbicide application, this notice is to inform you of the following herbicide use since the Spring of 2021.

<table>
<thead>
<tr>
<th>DATE</th>
<th>LOCATION</th>
<th>PRODUCT NAME</th>
<th>EPA REG. NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 18</td>
<td>High School</td>
<td>Ranger Pro Herbicide</td>
<td>524-517</td>
</tr>
<tr>
<td>August 18</td>
<td>Bus Garage</td>
<td>Ranger Pro Herbicide</td>
<td>524-517</td>
</tr>
<tr>
<td>August 18</td>
<td>HP Middle School</td>
<td>Ranger Pro Herbicide</td>
<td>524-517</td>
</tr>
<tr>
<td>August 18</td>
<td>MS &amp; Annex</td>
<td>Ranger Pro Herbicide</td>
<td>524-517</td>
</tr>
<tr>
<td>August 18</td>
<td>GWF Elementary</td>
<td>Ranger Pro Herbicide</td>
<td>524-517</td>
</tr>
</tbody>
</table>

School districts and BOCES are required to maintain a list of parents or guardians who wish to receive written notification 48 hours prior to a pesticide application at their children’s facility. If you wish to be included on the School District Notification List, please contact Kenneth Smith at (315) 865-7213. You will then receive advance notification of a pesticide application at your children’s facility of pesticide product covered by notification requirements.

For further information about the products being applied, including any warnings that appear on the label of the pesticide(s) that are pertinent to the protection of humans, animals or the environment, call the National Pesticides Telecommunication Network at 1-800-858-7378 or the New York State Department of Health Center for Environmental Health at 1-800-458-1158. For additional information on the District’s pesticide program, contact Kenneth Smith at (315) 865-7213.
Congratulations to the Girls Varsity Field Hockey Team

2020-21 USA Today New York Team of the Year goes to Holland Patent Field Hockey!

Congratulations to Rory Richard and Hanna Corrigan who each received the All Central New York High School Sports Award! Congratulations, ladies. You certainly have left your mark on HP and we wish you nothing but success on and off the field next year at the collegiate level.

Rory Richard - Small Schools Girls Soccer
Hanna Corrigan - Field Hockey for CNY

Renee Morrison has been nominated as Coach of the Year by the Mohawk Valley High School Sports Award!

Rory Richard was also received the following awards - Female Soccer Player of the Year and Female Athlete of the Year Award

Holland Patent Central School District is excited to announce that we are the recipient of this year's Schools of Excellence award! This award recognizes the combination of academic and athletic excellence. Congratulations to our student athletes!
Middle School Bus Circle and Pick-up Information

Please use the bus circle at the middle school between the hours of 7:50 a.m. and 2:00 p.m. Please make a note that students will not be allowed in the building until 7:00 a.m. and the doors in the back courtyard will be locked at 8:00 a.m. The only courtyard door that is open in the morning will be the door on the left.

The middle school has a single point of entry after 8:00 a.m. To enter the building, you must ring the doorbell located on the first door to the left. If you plan to pick up your child at dismissal time, please do so in the back courtyard.

Important: If you pick your child up from school prior to dismissal, you MUST come in and sign them out in the main office.

When entering the middle school EVERYONE is required to report to the main office. These procedures are in place to ensure the safety of your children, which is our number one priority.
Retirees
Tom DellaPosta
Denise Dunn
Lori Hughes
Diane Knutti
Scott Parsons
Stacey Smith
Christine Strzepek
Joyce Treivel

"The influence of a great educator can never be erased."

New Hires
Michael Agosto
Thomas Bateson
Shelby Carrigan
Mary Ann Cerulo
Bethany Colenzo
Nick Comisso
Olivia Deraway
Christina DiGrigòstina
Tyler Falcone
Coleen Firsching
Rebecca Hartnett
Sarah Joseph
Brittney Kessler
Jordan Leonard
Alexandra Livesey
Alicia Madonia
Emily Matwijek
Lindsay Owens
Heidi Radus
Jeremy Roberts
Kristin Roberts
Amanda Schram
Mary Stuhlmann
Brianne Talarico
Carissa Taylor
Tessa Wisnoski
Emily Yocum

Letter to Parents for School Meal Programs

Dear Parent/Guardian:

Children need healthy meals to learn. Holland Patent CSD offers healthy meals every school day. The US Department of Agriculture has once again because of the on-going pandemic authorized free breakfast and lunch for all students regardless of your family’s income status.

All we ask is that each family please continue to fill out the Free & Reduced Lunch Forms Application and return it to:

Holland Patent Food Service
9601 Main Street
Holland Patent, NY 13354

This information is kept confidential, but is compiled to use for district eligibility for grants. Each family only needs to fill out one form per family.

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 valid case number supplied to you by the agency including all numbers and letters, for example, E123456, 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 independence 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 jobs. If you receive income from more than one source (wage, alimony, child support, etc.), 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

Continued to page 7
Continued from page 6 - FREE AND REDUCED PRICE MEAL APPLICATION FACT SHEET

- 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:

Cliff Casab, Food Service Director, 315-865-7242

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 it to the school. Cliff Casab, Food Service Director, 3601 Main Street, Holland Patent NY 13354

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: 315-865-7242. 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.

(2) An adult household member must sign the application in PART 4. 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/or All 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 USDA Program Discrimination Complaint Form, (AD-3027) found online at: https://www.usda.gov/oascr/how-to-file-a-program-discrimination-complaint 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, S.W.
Washington, D.C. 20250-9410;
(2) fax: (202) 690-7442;
(3) email: program.intake@usa.gov.

This institution is an equal opportunity provider.
2021-2022 Application for Free and Reduced Price School Meals/Milk

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 the address listed below. Call 315-865-7242 if you need help. Additional names may be listed on a separate paper.

Return Completed Applications to: Holland Patent Food Service
9601 Main Street
Holland Patent, NY 13354

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

<table>
<thead>
<tr>
<th>Student Name</th>
<th>School</th>
<th>Grade/Teacher</th>
<th>Foster Child</th>
<th>Homeless Migrant, Runaway</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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 #: __________________________________

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, 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.

<table>
<thead>
<tr>
<th>Name of household member</th>
<th>Earnings from work before deductions Amount / How Often</th>
<th>Child Support, Alimony Amount / How Often</th>
<th>Pensions, Retirement Payments Amount / How Often</th>
<th>Other Income, Social Security Amount / How Often</th>
<th>No Income</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$_____ / ______</td>
<td>$_____ / ______</td>
<td>$_____ / ______</td>
<td>$_____ / ______</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>$_____ / ______</td>
<td>$_____ / ______</td>
<td>$_____ / ______</td>
<td>$_____ / ______</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>$_____ / ______</td>
<td>$_____ / ______</td>
<td>$_____ / ______</td>
<td>$_____ / ______</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>$_____ / ______</td>
<td>$_____ / ______</td>
<td>$_____ / ______</td>
<td>$_____ / ______</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>$_____ / ______</td>
<td>$_____ / ______</td>
<td>$_____ / ______</td>
<td>$_____ / ______</td>
<td>0</td>
</tr>
</tbody>
</table>

Total Household Members (Children and Adults) __________

*Last Four Digits of Social Security Number: XXXX-XX-______

4. Signature: An adult household member must sign this application before it can be approved.
I certify (promise) that all 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: ____________________________ Date: ___________

Email Address: __________________________________________
Home Phone: __________________________ Work Phone: __________________________
Home Address: __________________________________________

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 □ Not Hispanic or Latino
Race (Check one or more): □ American Indian or Alaskan Native □ Asian □ Black or African American □ Native Hawaiian or Other Pacific Island □ White

DO NOT WRITE BELOW THIS LINE – FOR SCHOOL USE ONLY

Annual Income Conversion (Only convert when multiple income frequencies are reported on application)
Weekly X 52; Every Two Weeks (bi-weekly) X 26; Twice Per Month X 24; Monthly X 12

□ SNAP/TANF/Foster
□ Income Household: Total Household Income/How Often: __________________________ Householder Size: __________
□ Free Meals □ Reduced Price Meals □ Denied/Paid
Signature of Reviewing Official_________________________ Date Notice Sent: ___________
I. STUDENT RIGHTS AND RESPONSIBILITIES

A. Student Rights
The district is committed to safeguarding the rights given to all students under state and federal law. In addition, to promote a safe, healthy, orderly and civil school environment, all district students have the right to:

1. Take part in all district activities on an equal basis regardless of a person’s actual or perceived race, color, creed, religion, national origin, weight, ethnic group, gender, gender orientation, or physical or mental ability including conduct that reasonably causes or would reasonably be expected to cause emotional harm;
2. Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty.
3. Access school rules and, when necessary, receive an explanation of those rules from school personnel.
4. In order to provide and maintain a safe environment for learning, the district has established guidelines authorizing student search and seizure. Specific rules for such searches must be followed by district administration.
5. Students have no reasonable expectation of privacy rights in school lockers, desks or other school storage places.
6. Trained canines or related technologies may be utilized by the district when necessary to ensure a safe learning environment.
7. Police may only search a student or locker in the presence of an administrator and must have a valid warrant or have ‘probable cause’.

B. Student Responsibilities
All district students have the responsibility to:

1. Contribute to maintaining a safe and orderly school environment that is conducive to learning and to show respect to other persons and to property.
2. Be familiar with and abide by all district policies, rules and regulations dealing with student conduct.
3. Attend school every day unless they are legally excused and be in class, on time, and prepared to learn.
4. Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible.
5. React to direction given by teachers, administrators and other school personnel in a respectful, positive manner.
6. Control their anger.
7. Ask questions when they do not understand.
8. Learn in an environment free of discrimination, bullying and harassment based on actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.
9. Participate equally in all school activities regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practices, disability, sexual orientation, gender or sex.
10. Seek help in solving problems that might lead to discipline.
11. Dress appropriately for school and school functions.
12. Accept responsibility for their actions.
13. Conduct themselves as representatives of the district when participating in or attending school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor and sportsmanship.
14. Access to educational and extracurricular activities on an equal basis, without regard to a person’s actual or perceived race, color, creed, religion, national origin, weight, ethnic group, gender, gender orientation, or physical or mental ability including conduct that reasonably causes or would reasonably be expected to cause emotional harm.
15. Learn in an environment free of discrimination, harassment and bullying based on actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex or any other reasons or reasonably causes or would reasonably be expected to cause physical injury to a student or to cause a student to fear for their physical safety.
16. Have complaints about school-related incidents that occur on school property or at school function, as well as to acts occurring off school property when those create or would foreseeably create a risk of substantial disruption within the school environment, and it is foreseeable that the conduct, threats, intimidation, or abuse might reach school property investigated and responded to.

II. STUDENT DRESS CODE

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other district personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance in the school setting.

The responsibility for student dress and general appearance shall rest with individual students and parents. However, the Board of Education requires students to attend school in appropriate dress that meets health and safety standards and does not interfere with the learning process. The Board also requires students to wear appropriate protective gear in certain classes (including, but not limited to: home&careers, technology, physical education, science). In addition, the Board prohibits attire bearing an expression or insignia that is obscene or libelous, or which advocates racial, religious, or gender prejudice. The Superintendent of Schools and other designated administrative personnel shall have the authority to require a student to change his/her attire should it, in their opinion, be deemed inappropriate according to the above guidelines. Administrators may discipline students if their dress or grooming endangers their own or others’ physical health and safety, or if the dress or grooming is so distinctive that it interferes with the learning process. Clothing that is or that bears messages that are lewd, vulgar, obscene, or sexually provocative, as well as clothing bearing messages advocating illegal activities, including drug or alcohol use, is likely to distract students from learning and is therefore forbidden.

Each Building Principal or his/her designee shall be responsible for informing all students and their parents of the student dress code at the beginning of the school year and any revisions
to the dress code made during the school year.

Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item, and if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to disciplinary action, up to and including suspension for the day. Any student who repeatedly fails to comply with the dress code shall be subject to further discipline, up to and including out of school suspension.

III. PROHIBITED STUDENT CONDUCT

The Board of Education expects all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school facilities and equipment.

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior, as well as the consequences of their misbehavior. District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline.

The Board recognizes the need to make its expectations for student conduct while on school property clear and known. The rules of conduct listed below are intended to do that and focus on safety and respect for the rights and property of others. Students who will not accept responsibility for their own behavior and who violate these school rules will be required to accept the penalties for their conduct.

Students may be subject to disciplinary action, up to and including suspension from school, when they:

A. Engage in conduct that is disorderly.
   Examples of disorderly conduct include:
   1. Running in hallways.
   3. Using language or gestures that are profane, lewd, vulgar or abusive.
   4. Obstructing vehicular or pedestrian traffic.
   5. Engaging in any willful act that disrupts the normal operation of the school community.
   6. Trespassing. Students are not permitted in any school building, other than the one they regularly attend, without permission from the administrator in charge of the building.
   7. Computer/electronic communications misuse, including any unauthorized use of computers, software, or internet/intranet account; accessing inappropriate Web sites; or any other violation of the district's acceptable use policy.
   8. Engage in conduct that is violent.
   Examples of violent conduct include:
   1. Committing an act of violence (such as hitting, kicking, punching or scratching) upon a teacher, administrator or other school employee or attempting to do so.
   2. Committing an act of violence (such as hitting, kicking, punching or scratching) upon another student or any other person lawfully on school property or attempting to do so.
   3. Possessing a weapon. Authorized law enforcement officials are the only persons permitted to have a weapon in their possession while on school property or at a school function.
   4. Displaying what appears to be a weapon.
   5. Threatening to use any weapon.
   6. Intentionally damaging or destroying the personal property of a student, teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson.
   7. Intentionally damaging or destroying school district property.
   8. Engage in any conduct that endangers the safety, morals, health or welfare of others.
   Examples of such conduct include:
   1. Lying to school personnel.
   2. Stealing the property of other students, school personnel or any other person lawfully on school property or attending a school function.
   3. Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them.
   4. Discrimination, which includes the use of a person's actual or perceived race, color, creed, national origin, weight, ethnic group, religion, religious practice, gender, sexual orientation or disability as a basis for treating another in a negative manner.
   5. Harassment and bullying which includes a sufficiently severe action or persistent pervasive pattern of actions or statements directed at an identifiable individual or group, which are intended to be, or which a reasonable person would perceive as ridiculing or demeaning.
   6. Intimidation, which includes engaging in actions or statements that put an individual in fear of bodily harm.
   7. Hazing, which includes any intentional or reckless act directed against another for the purpose of initiation into, affiliating with or maintaining membership in any school-sponsored activity, organization, club, or team.
   8. Selling, using or possessing obscene material.
   9. Using vulgar or abusive language, cursing or swearing.
   10. Using, possessing or distributing tobacco products including cigarettes, cigars, pipes or chewing or smokeless tobacco.
   11. Possessing, consuming, selling, distributing or exchanging alcoholic beverages or illegal substances, or being
under the influence of either. “Illegal substances” include, but are not limited to: inhalants, marijuana, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alike drugs and any substances commonly referred to as “designer drugs.”

12. Inappropriately using or sharing of prescription and over-the-counter drugs.
14. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner.
15. Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911 or discharging a fire extinguisher.

F. Engage in misconduct while on a school bus.
It is crucial for students to behave appropriately while riding on district buses, to ensure their safety and that of other passengers and to avoid distracting the bus driver. Students are required to conduct themselves on the bus in a manner consistent with established standards for classroom behavior. Excessive noise, pushing, shoving and fighting will not be tolerated.

G. Engage in any form of academic misconduct.
Examples of academic misconduct include:
1. Plagiarism.
2. Cheating.
3. Copying.
4. Altering records.
5. Assisting another student in any of the above actions.

IV. REPORTING VIOLATIONS
All students are expected to promptly report violations of the code of conduct to a teacher, guidance counselor, the Building Principal or his or her designee. Any student observing a student possessing a weapon, alcohol or illegal substance on school property or at a school function shall report this information immediately to a teacher, the Principal, the Principal’s designee or the Superintendent of Schools.

Reports can be submitted by the student meeting with the Dignity Act Coordinators and Principals, submitting a written complaint to them or an email. Reporting forms are available on the website under the “Help for Student” link.

Students, Parents and others shall report students who are having problems or appear to be having problems regarding matters covered in the Code of Conduct to the building administrator.

Teachers and Pupil Service Personnel shall report orally to their principal, the Superintendent, or designee any incident of harassment, bullying and/or discrimination that they witness or that is reported to them, not more than one day later; and file a written report not later than two (2) school days after the initial oral report.

Principals shall report to the Superintendent or designee any incident of harassment, bullying and/or discrimination that they witness or that is reported to them, not more than one day later.

The Superintendent shall process in a timely manner all reports of harassment, bullying and/or discrimination, including ensuring that an appropriate investigation is conducted and appropriate reports are made to law enforcement.

V. DISCIPLINARY PENALTIES, PROCEDURES AND REFERRALS
Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that students view as fair and impartial. School personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students’ ability to grow in self-discipline. Disciplinary action, when necessary, will be firm, fair and consistent so as to be the most effective in changing student behavior. As a general rule, discipline will be progressive. This means that a student’s first violation will usually merit a lighter penalty than subsequent violations.

If the conduct of a student is related to a disability or suspected disability, the student shall be referred to the Committee on Special Education and discipline, if warranted, shall be administered consistent with the separate requirements of this code of conduct for disciplining students with a disability or presumed to have a disability. A student identified as having a disability shall not be disciplined for behavior related to his/her disability.

VI. HARASSMENT, BULLYING AND DISCRIMINATION IS PROHIBITED AT SCHOOL
You should never feel that it is not safe to come to school and participate in all school activities. You should never be prevented from concentrating on your schoolwork because another student or a school staff member is teasing you, making fun of you, pushing you around, or threatening you in some way, because of your race, color, weight, national origin (where your family comes from), ethnic group, religion, religious practices, disability, sexual orientation, gender, or sex, or for any other reason.

A student may not act toward another student in a way that reasonably might make that other student feel threatened or unsafe, or that might reasonably make that other student unable to concentrate on their schoolwork because of the other student’s race, color, weight, national origin (where their family comes from), ethnic group, religion, religious practices, disability, sexual orientation, gender, or sex, or any other reason. It is against school rules for any student or school staff member to do this by physical actions or by verbal statements, including electronic messages. This kind of conduct is prohibited on school property, on school buses, and at all school-sponsored events.

VII. RESPONDING TO REPORTS OF POSSIBLE HARASSMENT BULLYING OR DISCRIMINATION
In addition to the procedures described below for removal of disruptive students and possible suspension from attendance, the District provides a procedure for responding to reports of possible discrimination, bullying or harassment against students by another student, an employee, or any other person on school property at a school function. The process is described in the District’s Equal Opportunity and Nondiscrimination Policy.

Responses to acts of harassment, bullying
HOLLAND PATENT CENTRAL SCHOOL DISTRICT
SUMMARY – CODE OF CONDUCT

and/or discrimination against students by students shall use measured, balanced, and age-appropriate remedies and procedures, with the goals of prevention and education, as well as intervention and discipline. We will consider the nature and severity of the conduct, the developmental age of the student engaging in the conduct, the actor’s prior disciplinary record, and the impact of the conduct on the student whom it was directed.

The District has also designated a Dignity Act Coordinator for each school. Those coordinators are:

Russell Stevener, Principal, Holland Patent High School, (315) 865-8154
Lisa Gentile, Principal, Holland Patent Middle School, (315) 865-8152
Kristin Casab, Principal, Gen. Wm. Floyd Elementary School, (315) 865-5721
Sarah Vergis, Principal, Holland Patent Elementary, (315) 865-8151
James DeAngelo, Pupil Personnel & CSE Chairperson, (315) 865-4148
Dr. Cheryl Venettozzi, Assistant Superintendent for Business & Finance, (315) 865-7200

The Dignity Act Coordinators are trained in methods to respond to human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practices, disability, sexual orientation, gender, and sex. They are available to speak with any person who has witnessed possible discrimination or harassment, or if that person has experienced treatment that may be prohibited, such as discrimination, bullying or harassment.

A. Penalties:
Students who are found to have violated the district’s code of conduct may be subject to the following penalties, either alone or in combination. The school personnel identified after each penalty are authorized to impose that penalty, consistent with the student’s right to due process.

1. Oral warning – any member of the district staff.
2. Written warning – bus drivers, hall and lunch monitors, coaches, guidance counselors, teachers, Principal, Superintendent.
3. Written notification to parent – bus driver, hall and lunch monitors, coaches, guidance counselors, teachers, Principal, Superintendent.
4. Detention – teachers, Principal, Superintendent.
5. Restitution for property damage – Principal, Superintendent.
7. Suspension from transportation – Director of Transportation, Principal, Superintendent.
8. Suspension from athletic participation – coaches, Athletic Director, Principal, Superintendent.
9. Suspension from social or extracurricular activities – activity director, Principal, Superintendent.
10. Suspension of other privileges – Principal, Superintendent.
11. In-school suspension – Principal, Superintendent.
12. Removal from classroom by teacher – teachers, Principal.
13. Short-term (five days or less) suspension from school – Principal, Superintendent, Board.
14. Long-term (more than five days) suspension from school – Principal, Superintendent, Board.
15. Permanent suspension from school – Superintendent, Board.

VIII. VISITORS TO THE SCHOOLS
The Board encourages parents and other district citizens to visit the district’s schools and classrooms to observe the work of students, teachers and other staff. Since schools are a place of work and learning, however, certain limits must be set for such visits. The Principal or his or her designee is responsible for all persons in the building and on the grounds.

IX. PUBLIC CONDUCT ON SCHOOL PROPERTY
The district is committed to providing an orderly, respectful environment that is conducive to learning. To create and maintain this kind of an environment, it is necessary to regulate public conduct on school property and at school functions. For purposes of this section of the code, “public” shall mean all persons when on school property or attending a school function including students, teachers and district personnel.

The restrictions on public conduct on school property and at school functions contained in this code are not intended to limit freedom of speech or peaceful assembly. The district recognizes that free inquiry and free expression are indispensable to the objectives of the district. The purpose of this code is to maintain public order and prevent abuse of the rights of others.

All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner. In addition, all persons on school property or attending a school function are expected to be properly attired for the purpose they are on school property.

A. Prohibited Conduct
No person, either alone or with others, shall:

1. Intentionally injure any person or threaten to do so.
2. Intentionally damage or destroy school district property or the personal property of a teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson.
3. Disrupt the orderly conduct of classes, school programs or other school activities.
4. Distribute or wear materials on school grounds or at school functions that are obscene, advocate illegal action, appear libelous, obstruct the rights of others, or are disruptive to the school program.
5. Intimidate, bully, harass or discriminate against any person on the basis of race, color, creed, national origin, religion, age, gender, sexual orientation or disability.
6. Enter any portion of the school premises without authorization or remain in any building or facility after it is normally closed.
7. Obstruct the free movement of any person in any place to which this code applies.
8. Violate the traffic laws, parking regulation, or other restrictions on vehicles.
9. Possess, consume, sell, distribute or exchange alcoholic beverages, controlled substances, or be under the influence of either on school property or at a school function.
10. Use tobacco products on school property or at a school function.
HOLLAND PATENT CENTRAL SCHOOL DISTRICT  
SUMMARY - CODE OF CONDUCT

11. Possess or use weapons in, on school property, or at a school function, except in the case of law enforcement officers or except as specifically authorized by the school district.
12. Loiter on or about school property.
13. Gamble on school property or at school functions.
14. Refuse to comply with any reasonable order of identifiable school district officials performing their duties.
15. Willfully incite others to commit any of the acts prohibited by this code.
16. Violate any federal or state statute, local ordinance or Board policy while on school property or while at a school function.

B. Penalties
Persons who violate this code shall be subject to the following penalties:

1. Visitors: Their authorization, if any, to remain on school grounds or at the school function shall be withdrawn and they shall be directed to leave the premises. If they refuse to leave, they shall be subject to ejection.

2. Students: They shall be subject to disciplinary action as the facts may warrant, in accordance with the due process requirements.

Approved by the Superintendent: 08/20/14, 07/12/16, 3/19/19
OUR SCHOOL IS USING PARENTSQUARE!

Dear Parents,

We are excited to let you know that this year we’ll be using ParentSquare to communicate with you at the school, and in your classrooms and groups. ParentSquare provides a simple and safe way for everyone at school to connect. With ParentSquare you’ll be able to

- Receive all school and classroom communication via email, text or app
- View and download photos
- View the school and classroom calendar and RSVP for events
- Easily sign up to volunteer and/or bring items

Activate your Account

You will soon receive an invitation email or text to join ParentSquare. Please click the link to activate your account. It takes less than a minute.

You can use ParentSquare on any device. You can download the free mobile app for Android or iOS and you can also use it from a computer at: www.parentsquare.com

Our goal is for every family to join ParentSquare. Please feel free to ask me any questions.

Thank you so much!
### 2021-22 School Year

**New York State Immunization Requirements for School Entrance/Attendance**

**NOTES:**
Children in a prekindergarten setting should be age-appropriately immunized. The number of doses depends on the schedule recommended by the Advisory Committee on Immunization Practices (ACIP). Intervals between doses of vaccine should be in accordance with the ACIP-recommended immunization schedule for persons 0 through 18 years of age. Doses received before the minimum age or intervals are not valid and do not count toward the number of doses listed below. See footnotes for specific information for each vaccine. Children who are enrolling in grade-less classes should meet the immunization requirements of the grades for which they are age equivalent.

Dose requirements MUST be read with the footnotes of this schedule.

<table>
<thead>
<tr>
<th>Vaccines</th>
<th>Prekindergarten (Day Care, Head Start, Nursery or Pre-k)</th>
<th>Kindergarten and Grades 1, 2, 3, 4 and 5</th>
<th>Grades 6, 7, 8, 9, 10 and 11</th>
<th>Grade 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diphtheria and Tetanus toxoid-containing vaccine and Pertussis vaccine (DTaP/DTP/Tdap/Td)²</td>
<td>4 doses</td>
<td>5 doses or 4 doses if the 4th dose was received at 4 years or older or 3 doses if 7 years or older and the series was started at 1 year or older</td>
<td>3 doses</td>
<td></td>
</tr>
<tr>
<td>Tetanus and Diphtheria toxoid-containing vaccine and Pertussis vaccine adolescent booster (Tdap)²</td>
<td>Not applicable</td>
<td></td>
<td>1 dose</td>
<td></td>
</tr>
<tr>
<td>Polio vaccine (IPV/OPV)⁴</td>
<td>3 doses</td>
<td>4 doses or 3 doses if the 3rd dose was received at 4 years or older</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Measles, Mumps and Rubella vaccine (MMR)⁵</td>
<td>1 dose</td>
<td>2 doses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hepatitis B vaccine⁶</td>
<td>3 doses</td>
<td>3 doses or 2 doses of adult hepatitis B vaccine (Recombivax) for children who received the doses at least 4 months apart between the ages of 11 through 15 years</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Varicella (Chickenpox) vaccine⁷</td>
<td>1 dose</td>
<td>2 doses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Meningococcal conjugate vaccine (MenACWY)⁸</td>
<td>Not applicable</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Haemophilus influenzae type b conjugate vaccine (Hib)⁹</td>
<td>1 to 4 doses</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pneumococcal Conjugate vaccine (PCV)¹⁰</td>
<td>1 to 4 doses</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
BOARD OF EDUCATION
Lydia Berez-Kelly, President
Mike Garrett, Vice President
Dr. Noel Gaige
William Paolozzi
Kathy Smyth
Kylie Vienneau, Student Member

Clerk of the Board
Valerie Marris

TELEPHONE / FAX NUMBERS
General Information
Phone: 315-865-7200

Transportation Office
Phone: 315-865-4103 | Fax: 315-865-8155

District Office
Phone: 315-865-7200 | Fax: 315-865-4057

Building & Grounds Office
Phone: 315-865-7213 | Fax: 315-865-4706

ADMINISTRATION
Interim Superintendent of Schools
Cynthia B. DeDominick
Phone: 315-865-7221 | Fax: 315-865-4057

Assistant Superintendent for Business & Finance
Cheryl Venettozzi, Ed. D.
Phone: 315-865-7200

Assistant Superintendent, Curriculum & Instruction
Nancy Nowicki
Phone: 315-865-7200

PPS Director/CSE Chairperson
James DeAngelo
Phone: 315-865-4148 | Fax: 315-865-7243

District Treasurer
Ross Cristman

Tax Collector
Anne Edwards

GENERAL WILLIAM FLOYD ELEMENTARY (PRE-K-2)
Phone: 315-865-5721 | Fax: 315-865-7284

Principal
Kristin Casab

HOLLAND PATENT ELEMENTARY (3–5)
Phone: 315-865-8151 | Fax: 315-865-7265

Principal
Sarah Vergis

MIDDLE SCHOOL
Phone: 315-865-8152 | Fax: 315-865-8978

Principal
Lisa Gentile

Assistant Principal
Kelly Healey

Counseling Office
Phone: 315-865-7204 | Fax: 315-865-8978

School Psychologists
Lynette Laming | Charissa Taylor

HIGH SCHOOL
Phone: 315-865-8154 | Fax: 315-865-4069

Principal
Russell Stevener Jr.

Athletic Director/Assistant Principal
Justin Barlow
Phone: 315-865-7273 | Fax: 315-865-4069

Counseling Office
Phone: 315-865-4102 | Fax: 315-865-4069