

September 2013

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# Cougar News

A Publication of the Edwards-Knox Central School Board of Education  
Randy VanBrocklin, President      Rick Brewer      Tom O'Brien  
Reginald LaPoint, Vice-Pres.      Lynn Coller      Joseph Thomas  
Chris Averill      Teresa Hogle      Thomas Whtimarsh

## Edwards-Knox Central School

2012



2013

### Class of 2013

- Row 1: Shelly Caputo, Samantha Ellison, Brianna Farr, April Chapin, Morgan Deon, Brianna Kroniser, & Hanna Hansen
- Row 2: Patricia Colton, Kristina Klock, Sarah Rice, Joseph Hamilton, Brent Archer, Zachary Allen, Alison Thompson, Katie Hale, & Angela Gladle.
- Row 3: Tyler Tresidder, Alex Parrish, Christopher Davison, Jesse Bullock, Terry Hall, Ryan Gollinger, Logan Thornton, & Donald Griffin.
- Row 4: Logan McCollum, Tyler Sharpstene, Nicholas Davison, Thomas Smith, Alexander McDonald, Brandon Dunn, & Nicholas Wolf.



## FROM THE DESK OF THE SUPERINTENDENT

Dear Community,

This is the “Back to School” edition of the District Newsletter, to provide you with up-to-date information you might find useful as we prepare for the return to school. Ironically, there has been so much going on throughout the summer months with the building. The custodial staff have been quite busy cleaning, maintaining, and repairing the facilities. There is so much to be done with every room, wall, and floor stripped and polished.

Many teachers have attended a wide variety of training to increase their skills and knowledge with all of the new initiatives. The cafeteria staff served breakfast and lunch to any student that came into the building. Our transportation department continued to transport students to the summer recreation, extended day program, and BOCES 12-month schooling, without a hitch. All of this occurred while many believe school ended in June.

As with every new school year, there will be new faces, staff in different places and new challenges to be met. Just to point out a few relocations to make finding staff easier: Melissa Brown, RN, has moved to the clinic space across the hall, Amy Sykes, new 7-12 Principal is stationed out of the old nurse’s office, Brittany Rickett, Spanish Teacher, is upstairs in room 400, Mrs. Friot is in room 401, Mrs. Nezezon is in room 403 Michelle Mills Special Education teacher is downstairs in room 307, and Jen Impey will be the K-12 art teacher is working out of both art rooms, and Claudia MacDonald from the Liberty Partnership Program is in 306.

As the state continues to roll out more initiatives, many parents ask how they can learn about what is going on. There is an extremely helpful website that can serve as a guide to keep you informed; go to [www.engageNY.com](http://www.engageNY.com) and take a look.

Just a quick note regarding the capital project; it continues to be worked on with revisions made in the design before the plan can be submitted to the State Education Department for approval.

Enjoy the final days of August and take time to build a few memories with your families and friends. I look forward to seeing everyone and having the halls come alive.

Sincerely,

Suzanne Kelly  
Superintendent of Schools

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## NOTICE FROM ANGELA GOLLINGER TAX COLLECTOR

The hours for tax collection will be Monday through Friday,  
from 8:00 A.M. - 3:30 P.M.



### TRANSPORTATION DEPARTMENT Frank Barney, Supervisor PICKUP-UP & DROP-OFF GUIDELINES



**PICK-UP:** A child is expected to be waiting at the pick-up stop for the bus upon arrival. In the case of inclement weather, students may wait under cover with their coats, shoes, and backpacks on. When the door to the bus opens, the student(s) should be visibly walking to the bus. The bus cannot wait at each stop for multiple siblings to walk individually to the bus.

**DROP-OFF:** Pre-K - 3 students will only be dropped off at home when the driver makes visual contact with a responsible individual. Students in grades 4-12 will be dropped off without visual contact. To alter these drop-off guidelines, the parent/guardian needs to provide the office with written notification with specific details.

## SCHOOL BUS SAFETY STRESSED

It is important to emphasize early in the school year the need for proper conduct on school buses. With up to sixty children on some buses, the behavior of one or two can affect the safety of all. There are a few very basic, common sense rules for all students to follow.

### FOLLOW THESE RULES

1. Observe same conduct as in the classroom.
2. Be courteous, use no profane language.
3. Do not eat or drink on the bus.
4. Keep the bus clean.
5. Cooperate with the driver.
6. Do not smoke.
7. Do not be destructive.
8. Stay in your seat.
9. Keep head, hands and feet inside the bus.
10. Bus driver is authorized to assign seats.



***“DON’T LOSE YOUR RIDING PRIVILEGE!”***

## SCHOOL BUS SAFETY ALERT

**A child’s clothing can be dangerous when getting off the bus.**

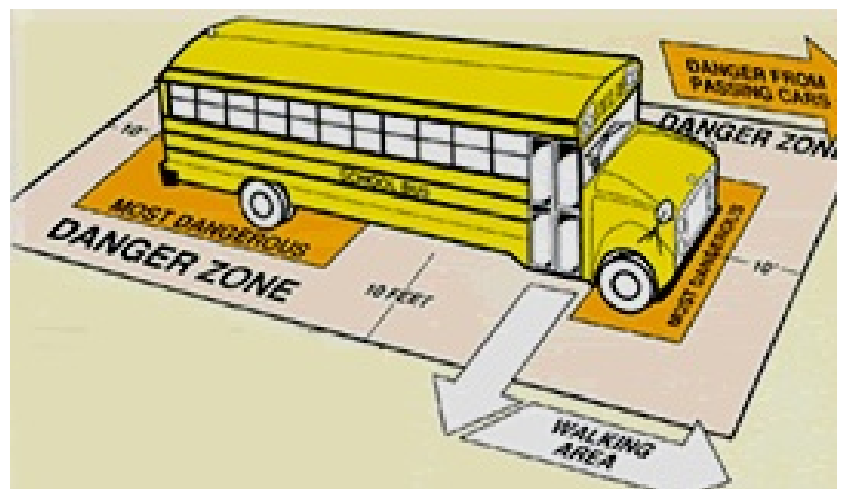
*A number of children have been injured or killed when their clothing became caught when exiting the bus.*

Dangerous clothing that can get caught in handrails, doors or other areas includes:

- Jackets or sweatshirts with drawstrings
- Backpack straps
- Scarves or other loose clothing

Please talk with your children about these Safety Rules:

- Stay away from the Danger Zones around the bus.
- If you drop something near the bus, don’t pick it up. The driver may not see you. Tell the driver & follow his/her instructions.
- Remember that motorists don’t always stop for the school bus. Use extreme caution when getting on or off of the bus.



**BUS LINE UP**

**2013-2014**

<u>Bus #</u>		<u>Pick-up &amp; Arrival Times</u>	<u>Route</u>
10	Cow	6:20 am 7:37 am	<b>Mark Rice</b> (CR 24, Howardville Rd., Coon Rd., Dinsdale Rd., Plains Rd., CR 27, CR 24, Fordham Hill Rd., to E-K)
06	Rabbit	6:26 am 7:33 am	<b>Bill Hill</b> (Russell-Pyrites Rd, Cassidy Road., Town Line Rd, Russell-Pyrites Rd., Hill Rd., West Rd, back to Russell-Pyrites Rd, Mill St., Maiden Lane to E-K)
95	Owl	6:21 am 7:38 am	<b>Tina Mullin</b> (CR 25, Dutton Rd, Cemetary Rd., CR 25, CR 27, Allen Rd., CR 27, Hewlett Rd., CR 25, CR 24 to E-K)
05	Deer	6:25 am 7:30 am	<b>Richard Tresidder</b> (Nolan Rd., CR 27, Dean Rd., CR 27, Lake George Rd., CR 17, CR 24 to E-K)
97	Buffalo	6:30 am 7:30 am	<b>Toni Sprague</b> (Talcville Rd., Ames Rd., Talcville Rd., Cole Rd., CR 24, SH 58, Burg Rd., SH 58, CR 24, New Rd., Island St., New St., Main St. to E-K)
96	Turtle	6:40 am 7:29 am	<b>Charles Bullock</b> (CR 24, Court St., Grant St., Maple Ave., First St., Trout Lake St., CR 19, Cedar Lake Rd., CR 19, Trout Lake St., Second St., Main St., Campbell Rd., CR 24, Given Rd., Spruce St. to E-K)
07	Butterfly	6:34 am 7:30 am	<b>Phil Soper</b> (CR 23, Shawville Rd., Guiles, Rd., SH 58, Old SH 58, Harmon Rd., Gaddis Rd., River Rd., New St., Town BarnDr., Hall Rd., Island St., Main St., to E-K)
09	Sheep	6:35 am 7:28 am	<b>Steve Sullivan</b> (River Rd., CR 23, River Rd., Jones Pond Rd., River Rd., SH 58, Goodale Rd., Maple Ave., Main St., to E-K)
03	Bear	6:35 am 7:28 am	<b>Bee Sharpstene</b> (Dana Hill Rd., CR 17, Boyd Pond Rd., Blanchard Hill Rd., Forbes Rd., Backus Rd., Burnell Rd., Blanchard Hill Rd., Fordham Hill Rd., Lafaver Rd., Belleville Rd., CR 24, to E-K)
04	Fox	6:30 am 7:33 am	<b>Tina Weidner</b> (CR 27, Spicer Rd., Silver Hill Rd., Blackmer Rd., Curtis Rd., CR 27, CR 17, Silver Hill Rd., CR 17, Stalker Rd., Mackin Rd., Cr 17, to E-K)
11	Goose	6:23 am 7:32 am	<b>Margaret Fuller</b> (CR 17, Pyrites-Russell Rd., Lazy River Rd., Pestle St., CR 24, CR 17, Alverson Rd., to E-K)
02	Cat	6:00 am 9:09 am	<b>Charmaine Mackay</b> , Children Youth Services in Ogdensburg, Heuvelton Central School, Community Connections Canton, St. Mary's Canton
08	PM Run		<b>Sharon Gates</b> , Community Connections Canton, St. Mary's Canton, Potsdam

Dear Parent/Guardian:

Children need healthy meals to learn. The Edwards-Knox Central School offers healthy meals every school day. Breakfast costs .90¢ and lunch costs \$1.65 for Pre-K-3 and \$1.75 for grades 4-12. Children from households that meet federal income guidelines (outlined below) are eligible for free meals or reduced price meals. Reduced price meals cost each eligible student .25¢ for lunch and .25¢ for breakfast. To apply for free or reduced price meals, submit a Direct Certification letter from the NYS Office of Temporary and Disability Assistance **OR** complete the enclosed application, sign it, and return it to Kathleen Whitmarsh, Cook Manager, as soon as possible. Please refer to the guidelines contained in this letter when completing the application. We cannot approve an application that is not complete, so be sure to fill out all required information.

1. **Do I need to fill out an application for each child?** No. Complete the application to apply for free or reduced price meals. Do not fill out more than one application for your household.
2. **Who can get free meals?** Children in households getting Food Stamps or TANF and most foster children can get free meals regardless of your income. Also, your children can get free price meals if your household income is within the free limits on the Federal Income Guidelines. Each foster child must be listed on a separate application, with Part 2 completed and include an adult signature.
3. **Can homeless, runaway and migrant children get free meals?** Please call Kathleen Whitmarsh, Cook Manager, to see if your child(ren) qualify, if you have not been informed that they will get free meals.
4. **Who can get reduced price meals?** Your children can get low cost meals if your household income is within the reduced price limits on the Federal Income Chart, shown on this application.
5. **Should I fill out an application if I received a letter this school year saying my children are approved for free or reduced price meals?** Please read the letter you received carefully and follow the instructions. Call the school at 562-8130, Ext. 1507 if you have questions.
6. **My child's application was approved last year. Do I need to fill out another one?** Yes. Your child's application is only good for that school year and for the first few days of this school year. You must send in a new application unless the school told you that your child is eligible for the new year.
7. **I get WIC, can my child(ren) get free meals?** Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out an application.
8. **Will the information I give be checked?** The school may ask you at any time during the school year to verify your eligibility. You will be notified, in writing, if you have been selected for Verification. School officials may ask you to send papers showing that your child should receive free or reduce price meals at the time you applied.
9. **If I don't qualify now, may I apply later?** Yes. You may apply at any time during the school year if your household size goes up, income goes down, or if you start getting Food Stamps, TANF or other benefits. If you lose your job, your children may be able to get free or reduced price meals.
10. **What if I disagree with the school's decision about my application?** You should talk to school officials. You also may ask for a hearing by calling or writing to: Ms. Suzanne Kelly, E-KCS, P.O. Box 630, Russell, NY 13684-0630, (315)562-8130.
11. **May I apply if someone in my household is not a U.S. citizen?** Yes. You or your child(ren) do not have to be a U.S. citizen to qualify for free or reduced price meals.
12. **Who should I include as members of my household?** You must include all people living in your household, related or not (such as grandparents, other relatives, or friends). You must include yourself and all children who live with you.
13. **What if my income is not always the same?** List the amount that you normally get. For example, if you normally get \$1000 each month, but you missed some work last month and only got \$900, put down that you get \$1000 per month. If you normally get overtime, include it, but not if you get it only sometimes.
14. **We are in the military. Do we include our housing allowance as income?** If you get an off-base housing allowance, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.
15. **My spouse is deployed to a combat zone. Is her combat pay counted as income?** No, if the combat pay is received in addition to her basic pay because of her deployment and it wasn't received before she was deployed, combat pay is not counted as income. Contact your school for more information.
16. **My family needs more help. Are there other programs we might apply for?** To find out how to apply for State SNAP or other assistance benefits, contact your local assistance office or call 800-342-3009.

**INCOME CHART (Reduced Eligibility Scale) Effective from July 1, 2012 to June 30, 2013**

Household size	Twice Per		Every Two		Twice Per		Every Two					
	Annual	Month	Month	Weeks	Week	Annual	Month	Month	Weeks	Week		
1.....	\$21,257	\$1,772	\$ 886	\$ 818	\$ 409	5.....	\$51,005	\$4,251	\$2,126	\$1,962	\$ 981	
2.....	\$28,694	\$2,392	\$1,196	\$1,104	\$ 552	6.....	\$58,442	\$4,871	\$2,436	\$2,248	\$1,124	
3.....	\$36,131	\$3,011	\$1,506	\$1,390	\$ 695	7.....	\$65,879	\$5,490	\$2,745	\$2,534	\$1,267	
4.....	\$43,568	\$3,631	\$1,816	\$1,676	\$ 838	8.....	\$73,316	\$6,110	\$3,055	\$2,820	\$1,410	
							For each additional family member, add.....	\$ 7,437	\$ 620	\$ 310	\$ 287	\$ 144

How to Apply: To get free or reduced price meals for your children you may submit a **Direct Certification letter received from the NYS Office of Temporary and Disability Assistance, OR carefully complete one application** for your household and return it to the designated office. If you now receive food stamps, Temporary Assistance to Needy Families (TANF) for any children, or participate in the Food Distribution Program on Indian Reservations (FDPIR), the application must include the children's names, the household food stamp, TANF or FDPIR number and the signature of an adult household member. All children with the same case number may be listed on the same application. Separate applications are required for children with different case numbers. If you do not list a food stamp, TANF or FDPIR number for all the children for whom you are applying, the application must include the names of everyone in the household, the amount of income each household member, and how often it is received and where it comes from. It must include the signature of an adult household member and that adult's social security number, or the word "**none**" if the adult does not have a social security number. An application that is not complete cannot be approved. Contact your local Department of Social Services for your food stamp or TANF number or complete the income portion of the application.

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

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.

Nondiscrimination Statement: This explains what to do if you believe you have been treated unfairly. In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write to *USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington DC 20250-9410* or call 202-720- 5964 (voice and TDD). USDA is an equal opportunity provider and employer.

Meal Service to Children With Disabilities: Federal regulations require schools and institutions to serve meals at no extra charge to children with a disability which may restrict their diet. A student with a disability is defined in 7CFR Part 15b.3 of Federal regulations, as one who has a physical or mental impairment which substantially limits one or more major life activities. Major life activities are defined to include functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working. You must request the special meals from the school and provide the school with medical certification from a medical doctor. If you believe your child needs substitutions because of a disability, please get in touch with us for further information, as there is specific information that the medical certification must contain.

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

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

**COMPLETE ONLY ONE APPLICATION FOR YOUR HOUSEHOLD**

Date withdrew \_\_\_\_\_  
 School Year 2013-2014

Temp Free Expires 10/01/2013 F \_\_\_\_\_ R \_\_\_\_\_ D \_\_\_\_\_  
 \*45 Days\*

**2013-2014 FAMILY APPLICATION FOR FREE AND REDUCED PRICE SCHOOL MEALS/MILK**

To apply for free or reduced price meals for your children, read the instruction on the back, complete only one form for your household, sign your name and return it to the school. Call Kathleen Whitmarsh, 562-8130, Ext. 1507, if you need help. Additional names may be listed on a separate sheet of paper.

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

Student's Names (Last, First, MI)	Grade/Teacher	Foster Child	No Income
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

**2. Food Stamp or TANF Benefits:** If anyone in your household receives either food stamp, TANF or FDIPIR benefits, list their name and CASE # here. Skip to Part 5 and sign the application.

Name: \_\_\_\_\_ CASE #: \_\_\_\_\_

**3. If any child you are applying for is homeless, migrant or a runaway, please call this number:** Amy Lamitie 562-8131, ext. 1525  
 Homeless  Migrant  Runaway (Homeless Liaison/Migrant Educ. Coordinator)

**4. HOUSEHOLD GROSS INCOME:** List all people living in your household, how much and how often they are paid (weekly, every other week, twice per month, monthly). If you have listed a foster child above, you must report their personal income.

Name of household member	Earnings From Work Before deductions	Child Support, Alimony, Etc.	Payments from Pension or Retirement	Other Income Social Security	No Income <input checked="" type="checkbox"/>
	Amount / How Often	Amount / How Often	Amount / How Often	Amount / How Often	
1. _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
2. _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
3. _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
4. _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
5. _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
6. _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
7. _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>

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

I certify (promise) that all the information is true and that all income is reported. I understand that the information is being given for the school to receive federal funds; that 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: \_\_\_\_\_

I do not have a Soc. Sec.#

Email Address: \_\_\_\_\_ @ \_\_\_\_\_ Last Four Digits of Social Security Number: # \_\_\_\*\_\*\_\*\_\* - \_\_\_ - \_\_\_

Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_ Mailin g Address \_\_\_\_\_ Zip Code \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE – FOR SCHOOL USE ONLY**

**ANNUAL INCOME CONVERSION: (ONLY CONVERT WHEN MULTIPLE FREQUENCIES ARE REPORTED ON APPLICATIONS):**  
 WEEKLY X 52; EVERY 2 WEEKS X 26; MONTHLY X 12

FOOD STAMP, ADC/TANF, FOSTER CHILD

INCOME HOUSEHOLD: Total Household Monthly Income: \_\_\_\_\_ Household size: \_\_\_\_\_

Application APPROVED for:  Free Meals  Reduced Price Meals

Temporary Free (expires in 45 days) \_\_\_/\_\_\_/\_\_\_  Application DENIED

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



**APPLICATION INSTRUCTIONS**

To apply for free and reduced price meals, submit a Direct Certification letter received from the Office of Temporary and Disability Assistance OR complete only one application for your household using the instructions. Sign the application and return the application to the school. If you have a foster child in your household, you may include them on your application. A separate application is no longer needed. Call the school if you need help: Kathleen Whitmarsh - 562-8130, Ext. 1507. 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.
- (3) Check the box to indicate a foster child living in your household and check the box for each child with no income.

**PART 2 HOUSEHOLDS GETTING FOOD STAMPS, TANF OR FDPIR SHOULD COMPLETE PART 2 AND SIGN PART 5.**

- (1) List a current Food Stamp, TANF or FDPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household. Do not use the 16-digit number on your benefit card. The case number is provided on your benefit letter.
- (2) An adult household member must sign the application in PART 5. SKIP PART 4. Do not list names of household members or income if you list a food stamp case number, TANF or FDPIR number.

**PART 3 Before completing an application for a child who may be homeless, a migrant education student, or a runaway, please call your school's homeless liaison or migrant education coordinator at this number:**

**Amy Lamitie 315-562-8131, ext. 1525**

*(Homeless Liaison/Migrant Education Coordinator name and Phone Number)*

**PARTS 4 & 5 ALL OTHER HOUSEHOLDS MUST COMPLETE THESE PARTS AND ALL OF PART 5.**

- (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 comes 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, bi-weekly, monthly, 2 x per month.** 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) The application must include the last four digits of the social security number of the adult who signs **PART 5** IF Part 4 is completed. If the adult does not have a social security number, check the box. If you listed a food stamp, TANF or FDPIR number, a social security number is not needed.

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

**PRIVACY ACT STATEMENT**

Privacy Act Statement: This explains how we will use the information you give us.

The Richard B. Russell National School Lunch Act requires the information on the application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the adult household member who signs the application. The last four digits of the social security number are not required when you apply on behalf of a foster child or you list a Food Stamp, 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**

Non-discrimination Statement: This explains what to do if you believe you have been treated unfairly. "In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington DC 20250-9410 or call toll free (800)877-8339; or (800)845-6136 (Spanish). USDA is an equal opportunity provider and employer."

**MELISSA BROWN, School Nurse**

E-KCS, P.O. Box 630, Russell, NY 13684

PHONO: 562-8131 ext. 1518

FAX: 562-8136

**NOTES FROM THE NURSE'S OFFICE****Attention students entering the 6<sup>th</sup> grade:**

The New York State Department of Health **requires** students who are **entering 6<sup>th</sup> grade or 7<sup>th</sup> grade** and who are **11 years of age** or older to receive an immunization containing tetanus toxoids, diphtheria and acellular pertussis (**Tdap**).

Also, students born on or after January 1, 1994, and who enroll in the **6<sup>th</sup> grade or 7<sup>th</sup> grade** must be immunized against varicella (chicken pox). Exemptions include:

- 1). **Documented history of disease** by your physician. Parental recall is not sufficient and will not be accepted as proof of immunization.
- 2). Medical exemption consisting of a written statement from physician licensed to practice in the state of New York. A copy of exemption must be retained by the school.
- 3). A statement of religious exemption. A copy must be retained by the school.
- 4). Serologic proof of immunity to varicella.

**Required physicals**

Certain students are required by the State of New York to have physicals. Any student entering **Pre-K, Kindergarten, 2, 4, 7, and 10<sup>th</sup> grade** must have a physical. Also, any student who is **new to the school district**, as well as those students planning on playing sports, and any new referrals for CSE must have physicals. Students who are having a triennial evaluation for CSE will need a physical. Please see the attached physical consent form being included in this newsletter. You have three choices as a parent of a student requiring a physical. Please fill this form out and either mail it to the school nurse or send it in with your child on the first day of school.

**New BMI (Body Mass Index) Requirements**

Recent changes to the New York State Education Law require that BMI and weight status group be included as part of the students's school health examination. This is a measurement obtained by using the students height and weight. Please see the attached letter included in this newsletter. A sample of school districts will be selected to take part in a survey by the New York State Department of Health. If our school is selected to be part of the survey, we will be reporting to New York State Department of Health information about our students weight status groups. Only summary information is sent. No names and no information about individual students are sent.

**Updates on physicals and immunizations**

If your child has had any immunizations or a physical over this summer please remember to send a copy to the school nurse. Every child has a Health Record that must be kept up-to date. You may drop off copies at the nurses office or the main office. You may also mail or fax copies to the school nurses office, as listed above.

Ms. Suzanne L. Kelly  
Superintendent of Schools  
(315)562-8130  
Fax: (315)562-2477

EDWARDS-KNOX CENTRAL SCHOOL DISTRICT  
P.O. BOX 630  
RUSSELL, NEW YORK 13684-0630

BOARD OF EDUCATION  
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Mrs. Amy Sykes  
7-12 Principal  
(315)562-8131  
Fax: (315)562-8134

BUS GARAGE: (315) 562-8133  
NURSE'S OFFICE FAX: 562-8136  
www.ekcsk12.org

Mrs. Amy Lamitie  
Elementary Principal  
(315)562-8132  
Fax: (315)562-8134

### AUTHORIZATION FOR ADMINISTRATION OF MEDICATION IN SCHOOL

**To be completed by the parent or guardian:**

I request that my child \_\_\_\_\_ grade \_\_\_\_\_ receive the medication as prescribed below by our licensed health care provider. The medication is to be furnished by me in the **original** labeled contained from the pharmacy. Medications are to be delivered to the school nurse by the **parent**. Understand that the school nurse, or other designated person in the case of the absence of the school nurse, will administer the medication.

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

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

Telephone: Home: \_\_\_\_\_ Work: \_\_\_\_\_ Date: \_\_\_\_\_

**To be completed by the licensed health care prescriber:**

I request that my patient, as listed below, receive the following medication:

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

Diagnosis \_\_\_\_\_

Name of Medication \_\_\_\_\_

Prescribed dosage, frequency and route of administration: \_\_\_\_\_

Time to be taken during school hours: \_\_\_\_\_

Duration of treatment \_\_\_\_\_

Possible side effects: \_\_\_\_\_

Name of Licensed Prescriber and Title (please print): \_\_\_\_\_

Prescriber's signature: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Date: \_\_\_\_\_

If you plan on having your child's physical done over the summer please feel free to use the E-KCS physical form, which can be downloaded from the Nurse's webpage at [www.ekcsk12.org](http://www.ekcsk12.org). Don't forget to send a copy in to the School Nurse so that your child's Health Record may be updated.

## Body Mass Index Requirements



As part of a required school health examination, a student is weighed and his/her height is measured. These numbers are used to figure out the student's body mass index or 'BMI'. The BMI helps the doctor or nurse know if the student's weight is in a healthy range or is too high or too low. Recent changes to the New York State Education Law require that BMI and weight status group be included as part of the student's school health examination. A sample of school districts will be selected to take part in a survey by the New York State Department of Health. If our school is selected to be part of the survey, we will be reporting to New York State Department of Health information about our students' weight status groups. Only summary information is sent. No names and no

information about individual students are sent. However, you may choose to have your child's information excluded from this survey report.

The information sent to the New York State Department of Health will help health officials develop programs that make it easier for children to be healthier.

If you do not wish to have your child's weight status group information included as part of the Health Department's survey this year, please print and sign your name below and return this form to:

Edwards-Knox Central School  
Melissa Brown/School Nurse  
P.O. Box 630  
Russell, N.Y. 13684

Please do not include my child's weight status information in the 2013-2014 School Survey.

\_\_\_\_\_  
Print Child's Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Parent's Name

\_\_\_\_\_  
Parent's Signature

Ms. Suzanne L. Kelly  
Superintendent of Schools  
(315)562-8130  
Fax: (315)562-2477

EDWARDS-KNOX CENTRAL SCHOOL DISTRICT

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Elementary Principal  
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Dear Parent or Guardian:

Each school district is mandated by law (section 904) to provide an examination by the school physician of those pupils whose parents do not provide these reports from their family physician. Consequently, a parent does have the right to have their child examined by either their own family physician (at their own cost) or by the school's physician. Andrew LaFrance, Family Nurse Practitioner, does all the physical exams that are done within the school setting. Physicals are required by New York State on all pupils attending grades Kindergarten, 2, 4, 7, and 10. Physicals are also required for any pupil playing sports, for Special Education Students, for all referrals to the Committee on Special Education, for all CSE students who are having a triennial evaluation, for all BOCES first year students who are attending the Health Occupations class, for all entrants from out of state, for all new students attending our school (including Pre-Kindergarten students), and for those requiring working papers.

During the required examination, the FNP checks the skin, eyes, nose, throat, heart, lungs, checks for structural deformities, abdomen, and external genitalia (all males). This examination does not include a vaginal exam nor a breast exam. Height, weight, BMI, blood pressure, pulse, vision, and hearing are done by the school nurse prior to the physical exam. A urine check is also done on all athletes.

A parent has the right to be present for any physical examination given at the school. If a parent so desires to be present, they must notify the school nurse.

It is mandatory that we have a permission slip signed by the parent and returned to the school nurse prior to the scheduled physicals, indicating your decisions regarding this physical.

Sincerely,



Suzanne L. Kelly  
Superintendent of Schools

SLK/kca

\* \* \* \* \*

I give my permission for my child, \_\_\_\_\_ to have a physical by the school physician.

OR

I will take my child \_\_\_\_\_ to my own physician (at my own cost). Please send me the screening form so I may present it to my physician. I agree to return this form, once completed, to the school nurse.

Date \_\_\_\_\_

Signature \_\_\_\_\_

## *Student Accident Insurance*

The school district's student accident insurance plan provides secondary coverage and has no deductible. If a parent does not have a medical insurance policy, this will provide primary coverage. Also, if a student has medicaid or Champus, the school policy will provide primary coverage. This policy will provide dental as well as medical coverage. If a student damages either eyeglasses or a hearing aid, benefits are only payable when they are damaged as a result of an accident which requires medical treatment.

All payment checks will be sent directly to the provider of the service (doctor, hospital, etc.). They will not be sent to the parent unless a paid receipt is submitted. Some items such as X-rays, physical therapy, office visits, surgical benefits, orthopedic appliances, prescription drugs, etc. are payable up to a reasonable and customary charge. Therefore, some submitted bills will be paid in full. With other bills, the parents may be responsible for paying some charge, even after the school's insurance company had made payment. When a student is injured in school or while participating in a school-sponsored activity, he/she should report the injury to the teacher or coach immediately. As soon as possible, the student should go to the health office to be checked by the nurse. If the injury is sustained at a time when school is not in session, the injury should be reported to the nurse at the earliest possible time. If the student is taken to a doctor's office or the emergency room of a hospital, the school nurse needs to be notified because a Claim Form must be submitted to the school's insurance company.

The nurse will complete Section A and will send the form home to the parent to complete Section B. The parent must submit all bills to his/her insurance company first. (It will be necessary to make and keep a copy of these itemized bills.) After receiving either a rejection or payment on bills by the parent's insurance company, the remaining balance left to be paid should then be sent to the school's insurance company directly by the parent, along with the explanation of benefits from the parent's insurance and the itemized bills.

PLEASE NOTE: One of the major differences in this policy is that the parent and not the nurse is responsible for filing ALL claims. All students needing medical treatment must be seen by a doctor within thirty (30) days and claims should be filed with the insurance company within sixty (60) days. If you have any questions regarding these procedures, please feel free to call Melissa Brown, school nurse, at 562-8130 extension 1518.

## **STUDENT DIRECTORY INFORMATION**

Parents or eligible students are hereby notified of their right to refuse the release of student directory information. Notice of refusal must be sent to Suzanne Kelly, Superintendent, Edwards-Knox Central School, P.O. Box 630, Russell, New York 13684, by September 30<sup>th</sup>. If notice of refusal is not received by this date, the District may release such information to an outside group without individual consent. If you have refused to release this information in previous years, you still need to renew your refusal every year. The Family Education Rights and Privacy Act (FERPA) defines student directory information as the following: name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height (if members of athletic teams), degrees and awards received, the name of the educational agency or institution previously attended by the student.

## **AVAILABILITY OF CAREER & TECHNICAL EDUCATIONAL OPPORTUNITIES**

The E-KCSD has available to its students, career and technical education opportunities, which are offered without regard to sex, sexual orientation, race, color, creed, religion, national origin, political affiliation, age, marital status, military status, disability, or use of a recognized guide dog or service dog. Ms. Suzanne Kelly, Superintendent, PO Box 630, Russell, NY, 13684-0630.

## Tips from the School Health Office

### WHEN TO KEEP A CHILD HOME WITH ILLNESS DURING COLD AND FLU SEASON

Sometimes it can be difficult for a parent to decide whether to send children to school when they wake up with early symptoms of an illness or complaints that they do not feel well. In general, during cold and flu season, unless your child is significantly ill, the best place for them is in school where they have all already been exposed to the same germs and where they are less likely to expose other more vulnerable people, like the very young or very old, to their routine bouts of cold and flu. Remind and show your children to discard used tissues promptly, not to share personal items, to cover their mouths when they cough or sneeze, to keep their hands away from their face, and to wash hands thoroughly and often with soap and warm water. Suggest that they silently sing the Happy Birthday song twice while washing their hands. However, there are some situations in which it is best to plan on keeping your child home for a day to rest or to arrange for an appointment with your health care provider. The following are a few such situations that warrant watching and possibly conferring with your health care provider:

- Persistent fever greater than 100.4° orally, including a fever that requires control with medication, like Tylenol
- Child is too sleepy or ill from an illness, like vomiting and/or diarrhea, to profit from sitting in class all day
- Significant cough that makes a child feel uncomfortable or disrupts the class
- Sore throat that is severe, accompanied by fever and/or feeling ill, that persists longer than 48 hours, OR after known exposure to a confirmed case of Streptococcal throat infection
- Honey-crusted sores around the nose or mouth or rash on other body parts that might be impetigo; OR a rash in various stages including boils, sores and bumps that may be chicken pox; OR a significant rash accompanied by other symptoms of illness such as fever
- Red, runny eyes that distract the child from learning
- Large amount of discolored nasal discharge, especially if accompanied by facial pain or headache
- Severe ear pain or drainage from the ear
- Severe headache, especially if accompanied by fever
- Any condition that you think may be serious or contagious to others

## Library News

### BATTLE OF THE BOOKS

This past spring Edwards Knox school sent a team of students to a Battle of the Books competition hosted at Gouverneur Public library. Battle of the Books is a reading incentive program for grades fourth through sixth and is designed to encourage students to read quality literature. Book battle competitions are similar to Jeopardy or Whiz Quiz games but questions come from a controlled list of books that participants read in preparation for the matches.

The E-K team, The Lazy Sloths, coached by Brenda Curley, consisted of Cole Morehouse, Collin Curley, Morghan White and Trevor White. The Lazy Sloths advanced to regionals hosted at St. James School.





## Fall Sports Schedules

### Varsity Boys Soccer Schedule:

08/29	E-K Tournament	4:00pm
09/05	@ Hammond	4:30pm
09/09	Harrisville	4:30pm
09/12	@ Hermon-DeKalb	4:30pm
09/16	Heuvelton	4:30pm
09/19	@Lisbon	4:30pm
09/23	Morristown	4:30pm
09/26	@Clifton-Fine	4:30pm
10/01	Hammond	4:30pm
10/04	@Harrisville	4:30pm
10/08	Hermon-DeKalb	4:30pm
10/11	@Heuvelton	4:30pm
10/18	Lisbon	4:00pm
10/22	@Morristown	4:00pm
10/25	Clifton-Fine	4:00pm

### Varsity Girls Soccer Schedule:

08/30	E-K Tournament	4:00pm
09/06	Hammond	4:30pm
09/10	@Harrisville	4:30pm
09/13	Hermon-DeKalb	4:30pm
09/17	@Heuvelton	4:30pm
09/24	@Morristown	4:30pm
09/27	Clifton-Fine	4:30pm
09/30	@ Hammond	4:30pm
10/03	Harrisville	4:30pm
10/07	@ Hermon-DeKalb	4:30pm
10/10	Heuvelton	4:30pm
10/15	Lisbon	4:30pm
10/17	@Lisbon	4:00pm
10/21	Morristown	4:00pm
10/24	@Clifton-Fine	4:00pm

### Varsity Girls Volleyball Schedule:

09/05	@ Gouverneur	5:00pm
09/09	Canton	5:00pm
09/11	Madrid-Wadd.	6:30pm
09/13	@Potsdam	6:30pm
09/17	OFA	6:30pm
09/20	Massena	6:30pm
09/24	Salmon River	6:30pm
09/26	@ Franklin Acad.	5:00pm
09/30	@ Tupper Lake	6:30pm
10/02	@ Brushton-Moira	6:30pm
10/04	Chateaugay	6:30pm
10/10	Gouverneur	5:00pm
10/15	@ Canton	5:00pm
10/17	@ M-W	6:30pm
10/21	Potsdam	6:30pm
10/23	@ OFA	6:30pm

### Modified Boys Soccer Schedule:

09/05	@ Hammond	4:30pm
09/09	Harrisville	4:30pm
09/12	@ Hermon-DeKalb	4:30pm
09/16	Heuvelton	4:30pm
09/19	@Lisbon	4:30pm
09/26	@Clifton-Fine	4:30pm
10/01	Hammond	4:30pm
10/04	@Harrisville	4:30pm
10/08	Hermon-DeKalb	4:30pm
10/11	@Heuvelton	4:30pm
10/18	Lisbon	4:00pm
10/25	Clifton-Fine	4:00pm

### Modified Girls Soccer Schedule:

09/06	Hammond	4:30pm
09/10	@Harrisville	4:30pm
09/13	Hermon-DeKalb	4:30pm
09/17	@Heuvelton	4:30pm
09/24	@Morristown	4:30pm
09/27	Clifton-Fine	4:30pm
09/30	@ Hammond	4:30pm
10/03	Harrisville	4:30pm
10/07	@ Hermon-DeKalb	4:30pm
10/10	Heuvelton	4:30pm
10/15	Lisbon	4:30pm
10/17	@Lisbon	4:00pm
10/21	Morristown	4:00pm
10/24	@Clifton-Fine	4:00pm

### Modified Girls Volleyball Schedule:

09/11	Madrid-Wadd.	5:00pm
09/13	@Potsdam	5:00pm
09/17	OFA	5:00pm
09/20	Massena	5:00pm
09/24	Salmon River	5:00pm
09/30	@ Tupper Lake	5:00pm
10/02	@ Brushton-Moira	5:00pm
10/04	Chateaugay	5:00pm
10/17	@ M-W	5:00pm
10/21	Potsdam	5:00pm
10/23	@ OFA	5:00pm

Varsity	FOOTBALL	Modified
08/31	@ Potsdam	09/14 Tupper Lake
09/07	OFA	09/19 @Tupper Lake
09/14	@ Gouverneur	09/25 Massena
09/21	Potsdam	10/09 @ Potsdam
09/28	@ SLC	10/23 @ Massena
10/05	Massena	10/30 @ SLC
10/19	@ Tupper Lake	

**FALL ATHLETIC SCHEDULES CONT'D.**

**Varsity Girls Swimming Schedule:**

09/10	@ Potsdam	4:30pm
09/13	OFA	5:30pm
09/20	@ Salmon River	5:30pm
09/24	@ Canton	5:30pm
09/27	@ Potsdam	5:30pm
10/04	St. Lawrence	5:30pm
10/08	@ Gouverneur	5:30pm
10/15	Massena	5:30pm
10/18	Salmon River	5:30pm
10/24	Malone	5:30pm
10/29	Potsdam	5:30pm
11/01	Gouverneur	4:30pm
11/09	Sectionals	TBA

**Modified Girls Swimming Schedule:**

09/13	OFA	4:30pm
09/20	@ Salmon River	4:30pm
09/24	@ Canton	4:30pm
09/27	@ Potsdam	4:30pm
10/04	SLC	4:30pm
10/08	@ Gouverneur	4:30pm
10/15	Massena	4:30pm
10/18	Salmon River	4:30pm
10/24	Malone	4:30pm
10/26	Fun Day @ OFA	10:00am
10/29	Potsdam	4:30pm

For practice times and locations, please refer to the high school calendar located at <http://ekcs.schoolwires.net/Page/28>.

If your student athlete did not attend the E-KCS Athletic Meeting, please email Mr. Coon at [scoon@ekcsk12.org](mailto:scoon@ekcsk12.org) to receive the proper forms and information necessary to join any of the athletic teams.

Canton Central School District has decided to field a JV football team for the Fall of 2013 and they are looking for players. Any student athlete in grades 7-12 interested in playing football at any level for Canton Central, please contact Mr. Coon as soon as possible.



**Remember to be a Fan, Not a Fanatic,  
at Athletic Events**



Teens benefit from participation in sports. They learn how to work as part of a group. They build muscles and skills. Some may even earn scholarships to college.

Parents have a role to play in helping young athletes. They must show them how to be a good sport. Here are some tips to make sure you're a fan and not a fanatic:

- Remember who's on the field. Don't try to live through your child.
- Remember ROOTS - respect Rules, Opponents, Officials, Teammates.
- Take the long view. Nearly all kids who play sports will not end up as professionals. Do what you can to make sure your teen enjoys sports for a lifetime.
- Don't be the coach. During the game, let the coach be the person who tells players what they're doing wrong. Focus on what all players (not just yours) are doing right.
- Don't embarrass your child. Before you get angry or yell at a referee, ask one thing. "Will this embarrass my child or our team?" Then keep quiet.
- Let your athlete know you're proud of him no matter what the outcome of the game.





## How to find your athlete's game schedule

### Step 1:

Search "[Sportspak section x](#)" or enter <http://sectionxsportspak.sllbooces.org>

### Step 2:

Click on the "Schedules" tab.

### Step 3:

Use the drop down bar titled "School" to make your selection (ex. Edwards-Knox Central School).

### Step 4:

Select your desired sport using the drop down bar (ex. Girls Soccer).

### Step 5:

Select the appropriate level (Varsity or Modified) from the last drop down bar.

### Step 6:

**BE SURE TO CHANGE THE DATES TO THE RIGHT, TO SPAN THE ENTIRE SEASON!!!!!!!**

### Step 7:

Click "Display" on the bottom left corner of your screen.

### Step 8:

Enjoy and up- to- date schedule!

## **7-12 High School News**

**Amy Sykes, Principal**

*Coming together is a beginning; keeping together is progress; working together is success.*

~ Henry Ford

On behalf of the Edwards-Knox Central School community, it is truly a joy and an honor to welcome you to the 2013-2014 school year! We are looking forward to a productive partnership with you to ensure our children can achieve their highest potential. For our students to be successful in school, a strong partnership between home and school will make a great difference in each student's education; we are stronger together than we are alone.

We are committed to a very successful and productive school year. Please feel free to contact me with any concerns at 562-8131, Ext 1510 or [asykes@ekcsk12.org](mailto:asykes@ekcsk12.org).

### **School Day Starting Time**

At 7:50 am, all students, with the exception of seniors with privileges, who are not in home room will be marked late to school and will need to sign in at the main lobby. Three times late to school will result in an after school detention. If a student is late to school for whatever reason, a signed note from their parent/guardian should accompany them when they sign in late. If a student has an excused reason, such as a dentist appointment, doctor appointment, or other excused reason, they must bring in a note from that office. If the student plays a sport, refer to the student handbook or student athletic agreement for procedures for late arrivals or early dismissals.

### **Excuses for Absences**

Parents and students please remember, when a student is absent from school due to illness or for some other reason, they have one day only to bring in an excuse for their absence. Please remember to send your son or daughter in with their excuse for each absence the day they return to school.

### **Early Dismissals and Bus Passes**

This year, as in years past, parents/guardians will need to send written permission if a student will be getting dismissed early or if a student will be going to a location other than home. Telephone calls will not be accepted. It helps us all if parents/guardians send in a signed and dated note stating the student will be dismissed at a certain time for a specific reason.

To help avoid confusion, Early Dismissal notes and Bus Pass notes need to be brought to the main lobby before 8:30 am. Please have both bus numbers, if changing buses, on the request to ride to someone else's house.

### **Detention**

Detentions will be assigned on Tuesday or Thursday this year. Students will be required to serve their assigned detentions on the first immediate day detention is available. Students who are involved in extra-curricular activities such as athletics, clubs, or musical/drama productions, must complete their detention prior to participation in their activity that day. Detention is scheduled to end at 4:30 pm this year.

## 7-12 High School News Cont'd.

Amy Sykes, Principal

### Student Drivers

Just a reminder to students who drive to school - you will need to register your vehicle and list any passengers you plan to transport home. You can obtain a form in the Main Office and the Office will retain this form for "liability" issues, should one arise. Only students who have properly registered their vehicle, listed those riders who have a note of permission from their parent to ride with the driver, and a note from the driver's parent of who is allowed to be transported, will be able to continue to drive to school. Inquire in the Main Office if you have any questions.



### Emergency Forms

Emergency Forms will be accompanying the student's schedule in the mail in late August. These are extremely important to have on file. Please question your son/daughter to be sure they have turned in their form. If another form is needed, one can be picked up in the Main Office or by calling the school and requesting another one. If you move, change telephone numbers, or your son/daughter develops a special medical need and you need to update this form, please contact the Main Office.

### Electronic Device Use (excerpt from the Jr./Sr. High Handbook)

Students may possess and carry electronic devices such as cellular telephones, ipods, MP3s, ipads, notebooks, electronic games, cameras, etc., that are not harmful to the well-being of any other person. Laser pointers or laser pens may not be carried by students in school.

Students are free to use their electronic devices before and after school, during walking period, in between classes, and during lunch. When a student enters a classroom, library, and/or auditorium, the use of all electronic devices is prohibited without the permission of the teacher or teacher assistant responsible for the supervision of that room.

Students will be required to set their cell phones on their student desk or table upon entering a classroom or library. They must be in off mode. Teachers are to allow all students time to pick up their cell phone from their desk or table before being excused from the classroom at the end of the period.

Students are prohibited from using electronic devices in any educational process which invades the privacy of student, employees, volunteers, or visitors. If a student violates this prohibition, then he/she is subject to discipline under this provision and/or any provision in the School District Code of Conduct that may be applicable to the circumstances involved.

It is up to the discretion of the bus driver, coach, chaperone, or teacher if electronic devices are to be used during school-sponsored events, including riding the bus.

*At no time is E-KCS responsible for broken, lost, traded, stolen, or usage of any of the above-mentioned electronic devices while on school property or at school-sanctioned events.*

For the full electronic device use policy, refer to the student handbook page 15.

## 7-12 High School News Cont'd.

Amy Sykes, Principal

### Physical Education Exemption

Students on Varsity Teams - students who are participating on Varsity athletic teams can use an "extra-class" athletic program for physical education credit if: "They are scheduled into their regular physical education class and demonstrate they have achieved acceptable levels/standards of physical fitness and have acquired the knowledge of the instructional activities of the class" (8 NYCRR 135.4(c)(2)(ii)©. Once the extra class has ceased, the students must return to PE class.

Students who have a "full schedule" and believe they have extenuating circumstances warranting exclusion from physical education class for one or more sports seasons and can meet the above criteria must present their request for exemption from physical education class before a review committee of seven consisting of: Athletic Director, Principal, P.E. Teacher, Coach, Neutral Coach, Guidance Director, and Student. A ruling will be made and announced to the student that day.

### Yearbook News

Patty Daniels, Advisor

Individual pictures for the yearbook will be taken on September 9, 2013. All Seniors are also asked to have their pictures taken as the Guidance Office needs them for their records. Seniors do not have to pay to have their picture taken unless they want to order a package. We try to get every student's picture taken, but if a parent/guardian does not want their child's picture taken, please contact the school.



Re-take date for individual pictures will be October 18, 2013. This is for students who were absent or missed getting them taken for any reason. Please contact Patty Daniels if you need your picture taken that day.

Yearbooks will go on sale in September. Order forms will go home with every student as soon as they are available. The cost of the books from September 2013 to May 1, 2014, will be \$40; after that date, they will be \$45. We are again going to try and set up sale of yearbooks on line. It will not be available until October 1, 2013. Every year we have a few extra books for sale, but if you want to be sure to get one, order early.

Thank you for all your support in the past.



### Graduation Gown Donation

Graduation can be a very exciting moment for many of our students; but for some, the cost of buying a graduation gown is another expense that their family may not be able to afford. Please consider donating your gently-used graduation gown to the Main Office.

## 7-12 High School News Cont'd.

Amy Sykes, Principal

### SAT Preparation Courses

Each school year, E-K offers a free SAT preparation course. This course covers test-taking strategies to prepare students to take the SAT test, as well as other standardized tests. Classes usually meet once a week starting in October through December for English and mathematics review. Please check the school webpage or contact the Main Office for class meeting dates and times.

### Dress Code (Grades 7-12)

Your attire very often reflects your character and attitude. Although you are encouraged to dress comfortably, we also encourage you to exercise good judgment and good taste in your choice of attire. According to our code of conduct, a student's dress, grooming, and appearance, including hair style/color, jewelry, make-up, and nails, shall:

1. Be safe, appropriate, and not disrupt or interfere with the educational process.
2. Recognize that extremely brief garments such as tube tops, net tops, spaghetti straps, plunging necklines (front and/or back), tops that expose the midriff, see-through garments, as well as short shorts and short skirts, may not be appropriate for school during regular school hours. In addition, tops cannot be lower than 4" from the base of the neck in the back, no cleavage should be observed, and shorts, skirts, and dresses cannot be shorter than fingertip length when a person's arms are relaxed at their sides. (Exceptions to this rule could include special designated events, such as wearing a dress with spaghetti straps to the prom or to music concerts.) The principal will make decisions when questions or concerns arise regarding the appropriateness of an individual student's dress.
3. Ensure that underwear is completely covered with outer clothing.
4. Include footwear at all times. Footwear that is a safety hazard will not be allowed. At the elementary level sneakers are required on gym days and on the playground. For students in grades 7-12, hats or visors will not be permitted in offices, in the cafeteria, during assemblies, at banquets, or programs.
5. Not include items that are vulgar, obscene, and libelous or denigrate others on account of race, color, religion, creed, national origin, gender, sexual orientation, or disability. Not promote and/or endorse the use of alcohol, tobacco, or illegal drugs and/or encourage other illegal or violent activities.

Students who violate the dress code shall be required to modify their appearance by covering, removing, or replacing the offending item, as appropriate.

### The Dignity for ALL Students Act (DASA)

The Dignity Act prohibits the harassment and discrimination of students by students and school personnel. The students have the right to be protected from intimidation, harassment, or discrimination based on actual or perceived race, color, weight, national origin, ethnic group, religion, or religious practice, sex, gender/gender identity, sexual orientation, or disability, by employees or students on school property or at a school-sponsored event, function, or activity. The students have the responsibility to respect one another and treat others fairly in accordance with the District Code of Conduct and the provisions of the Dignity Act, to conduct them in a manner that fosters an environment that is free from intimidation, harassment, or discrimination, and to report any incidents of intimidation, harassment, or discrimination.

Bullying, cyberbullying, and hazing are forms of discrimination and harassment. The Dignity Act applies to behavior on and off school property (including athletic fields, playgrounds, and parking lots), in school buildings, on a school bus/vehicle, as well as at school-sponsored events or activities.

The building administrators are the designated contact for handling bullying situations within the school. They will be trained to recognize and respond effectively to harassment and bullying and implement strategies to prevent it.

## 7-12 High School News Cont'd. Amy Sykes, Principal

### “BULLYING: TAKE A STAND”

Bullying isn't OK here

This is our school. We have a right to...

- \*Feel safe and not be hit or teased
- \*Be treated fairly, and with respect

- \*Be accepted for who we are
- \*Be free of negative peer pressure

What is bullying?

It's repeated abuse that can take three forms...

- \*Physical: hitting, spitting, kicking, stealing, or damaging belongings
- \*Verbal: threats, lying, name-calling, sexual remarks
- \*Psychological: intimidation, social exclusion, spreading gossip

The popularity wars

You don't have to be mean to be popular

- \*Realize that words can be harmful
- \*Don't let others choose your friends

- \*Don't talk behind people's back
- \*Don't start or spread gossip

How to deal with a bully

If someone is harassing you...

- \*Act confidently. Tell the bully to stop.
- \*Don't get physical or show emotion.

- \*Quickly and calmly walk away.
- \*Immediately tell a trusted adult.

Cyber-bullying

If you're being harassed on line...

- \*Stay calm
- \*Save e-mails or text messages to help identify the bully. Print documentation.
- \*Ignore the bully or block the messages. Don't respond.
- \*Have your parents tell school officials.
- \*If threats are made, call the police.

Don't stand by – speak up

If you see someone being bullied...

- \*Don't join in or encourage the bully.
- \*Do your best to calm the situation.

- \*Offer your support to the bullied kid.
- \*Tell a teacher what's happening.

Why do kids bully?

Kids who bully feel ...

- \*Like they need more control
- \*Like they can't deal with their own problems
- \*Insecure

- \*Like they need attention
- \*Like they have a low self-esteem



## 7-12 High School News Cont'd.

**Amy Sykes, Principal**

### engageNY

Last week, the New York State Education Department released the 2013 Grades 3-8 ELA and math assessment results. The purpose of the new Common Core Standards and tests is to better prepare our students with career and college readiness skills. These are the first test results tied to the new Common Core State Standards adopted by the State of New York. The Commissioner of Education Dr. King also released a letter to parents explaining the test results. I encourage you take some time to read this letter as it provides important information about the assessments and the results. The link below will guide you to the parent section of the engageNY website where you will find information on the Common Core State Standards and the parent letter.

see <http://www.engageNY.org/parent-and-familyresources>

We will be examining our own school district results to ensure that our students' academic needs are being met with regard to the Common Core State Standards and new assessments. As in previous years the parent reports with student scores will be mailed to parents as soon as they are available from the State. We will be sharing further information regarding the scores in the near future once we have had an opportunity to fully study and evaluate the data.

### Upcoming Events

September 4	School starts 6:00 pm: Parents' Association meeting in library
September 8	1:00-3:00: Community Swim (2 <sup>nd</sup> Sunday of month)
September 17	8:20 AM - SUNY Roadshow - Juniors and Seniors
September 19	6:00-8:00 pm: Jr.-Sr. High School Fall Open House
October 1	9:00-1:00: College Fair - Juniors and Seniors
October 2	6:00 pm: Parents' Association meeting in library
October 10	11:30 am: students dismissed early 4:30-7:30 pm: 7-12 Parent Teacher Conferences Progress reports go home
October 13	1:00-3:00: Community Swim (2 <sup>nd</sup> Sunday of month)
October 14	NO SCHOOL – COLUMBUS DAY
October 16	8:00-11:30: PSAT - Juniors
October 23	7:00 pm: Kaleidoscope Concert - grades 6-12
November 6	6:00 pm: Parents' Association meeting in library
November 8	End of 1 <sup>st</sup> marking period (45 days total) 11:30 am: delayed start (contractual ½ day)
November 10	1:00-3:00: Community Swim (2 <sup>nd</sup> Sunday of month)
November 11	NO SCHOOL – VETERANS DAY
November 14	High school report cards go home
November 19	High school report cards signed and returned
November 20	8:00-11:15: SWT Visit - Sophomores 11:30-2:35: ASVAB testing - Sophomores
November 27-29	NO SCHOOL – THANKSGIVING RECESS



# Concussions: The Invisible Injury

## Student and Parent Information Sheet

### CONCUSSION DEFINITION

A concussion is a reaction by the brain to a jolt or force that can be transmitted to the head by an impact or blow occurring anywhere on the body. Essentially a concussion results from the brain moving back and forth or twisting rapidly inside the skull.

### FACTS ABOUT CONCUSSIONS ACCORDING TO THE CENTER FOR DISEASE CONTROL (CDC)

- An estimated 4 million people under age 19 sustain a head injury annually. Of these approximately 52,000 die and 275,000 are hospitalized.
- An estimated 300,000 sports and recreation related concussions occur each year.
- Students who have had at least one concussion are at increased risk for another concussion.

In New York State in 2009, approximately 50,500 children under the age of 19 visited the emergency room for a traumatic brain injury and of those approximately 3,000 were hospitalized.

### REQUIREMENTS OF SCHOOL DISTRICTS

**Education:**

- Each school coach, physical education teacher, nurse, and athletic trainer will have to complete an approved course on concussion management on a biennial basis, starting with the 2012-2013 school year.
  - \* School coaches and physical education teachers must complete the CDC course. ([www.cdc.gov/concussion/HeadsUp/online\\_training.html](http://www.cdc.gov/concussion/HeadsUp/online_training.html))
  - \* School nurses and certified athletic trainers must complete the concussion course. (<http://preventingconcussions.org>)

**Information:**

- Provide concussion management information and sign off with any parental permission form.
- The concussion management and awareness information or the State Education Department's web site must be made available on the school web site, if one exists.

**Removal from athletics:**

- Require the immediate removal from athletic activities of any pupil that has or is believed to have sustained a mild traumatic brain injury.
- No pupils will be allowed to resume athletic activity until they have been symptom free for 24 hours and have been evaluated by and received written and signed authorization from a licensed physician. For interscholastic athletics, clearance must come from the school medical director.
  - \* Such authorization must be kept in the pupil's permanent health record.
  - \* Schools shall follow directives issued by the pupil's treating physician.

### SYMPTOMS

**Symptoms of a concussion are the result of a temporary change in the brain's function.** In most cases, the symptoms of a concussion generally resolve over a short period of time; however, in some cases, symptoms will last for weeks or longer. Children and adolescents are more susceptible to concussions and take longer than adults to recover.

It is imperative that any student who is suspected of having a concussion is removed from athletic activity (e.g. recess, PE class, sports) and remains out of such activities until evaluated and cleared to return to activity by a physician.

Symptoms include, but are not limited to:

- Decreased or absent memory of events prior to or immediately after the injury, or difficulty retaining new information
- Confusion or appears dazed
- Headache or head pressure
- Loss of consciousness
- Balance difficulties, dizziness, or clumsy movements
- Double or blurry vision
- Sensitivity to light and/or sound
- Nausea, vomiting and/or loss of appetite
- Irritability, sadness or other changes in personality
- Feeling sluggish, foggy or light-headed
- Concentration or focusing problems
- Drowsiness
- Fatigue and/or sleep issues – sleeping more or less than usual

Students who develop any of the following signs, or if signs and symptoms worsen, should be seen and evaluated immediately at the nearest hospital emergency room.

- Headaches that worsen
- Seizures
- Looks drowsy and/or cannot be awakened
- Repeated vomiting
- Slurred speech
- Unable to recognize people or places
- Weakness or numbing in arms or legs, facial drooping
- Unsteady gait
- Change in pupil size in one eye
- Significant irritability
- Any loss of consciousness
- Suspicion for skull fracture: blood draining from ear or clear fluid from the nose

**STATE EDUCATION DEPARTMENT'S GUIDANCE FOR CONCUSSION MANAGEMENT**

Schools are advised to develop a written concussion management policy. A sample policy is available on the NYSPHSAA web site at [www.nysphsaa.org](http://www.nysphsaa.org). The policy should include:

- A commitment to reduce the risk of head injuries.
- A procedure and treatment plan developed by the district medical director.
- A procedure to ensure proper education for school nurses, certified athletic trainers, physical education teachers, and coaches.
- A procedure for a coordinated communication plan among appropriate staff.
- A procedure for periodic review of the concussion management program.

**RETURN TO LEARN and RETURN TO PLAY PROTOCOLS**

**Cognitive Rest:** Activities students should avoid include, but are not limited to, the following:

- Computers and video games
- Television viewing
- Texting
- Reading or writing
- Studying or homework
- Taking a test or completing significant projects
- Loud music
- Bright lights

Students may only be able to attend school for short periods of time. Accommodations may have to be made for missed tests and assignments.

**Physical Rest:** Activities students should avoid include, but are not limited to, the following:

- Contact and collision
- High speed, intense exercise and/or sports
- High risk for re-injury or impacts
- Any activity that results in an increased heart rate or increased head pressure

**Return to Play Protocol** once symptom free for 24 hours and cleared by School Medical Director:

- Day 1:** Low impact, non strenuous, light aerobic activity.
- Day 2:** Higher impact, higher exertion, moderate aerobic activity. No resistance training.
- Day 3:** Sport specific non-contact activity. Low resistance weight training with a spotter.
- Day 4:** Sport specific activity, non-contact drills. Higher resistance weight training with a spotter.
- Day 5:** Full contact training drills and intense aerobic activity.
- Day 6:** Return to full activities with clearance from School Medical Director.

Any return of symptoms during the return to play protocol, the student will return to previous day's activities until symptom free.

**CONCUSSION MANAGEMENT TEAM**

Schools may, at their discretion, form a concussion management team to implement and monitor the concussion management policy and program. The team could include, but is not limited to, the following:

- Students
- Parents/Guardians
- School Administrators
- Medical Director
- Private Medical Provider
- School Nurse
- Director of Physical Education and/or Athletic Director
- Certified Athletic Trainer
- Physical Education Teacher and/or Coaches
- Classroom Teachers

**OTHER RESOURCES**

- New York State Education Department  
<http://www.p12.nysed.gov/sss/schoolhealth/schoolhealthservices>
- New York State Department of Health  
[http://www.health.ny.gov/prevention/injury\\_prevention/concussion/htm](http://www.health.ny.gov/prevention/injury_prevention/concussion/htm)
- New York State Public High School Athletic Association  
[www.nysphsaa.org/safety/](http://www.nysphsaa.org/safety/)
- Center for Disease Control and Prevention  
<http://cdc.gov/TraumaticBrainInjury>
- National Federation of High Schools  
[www.nfhslearn.com](http://www.nfhslearn.com) – The FREE Concussion Management course does not meet education requirement.
- Child Health Plus  
[http://www.health.ny.gov/health\\_care/managed\\_care/consumer\\_guide/about\\_child\\_health\\_plus.htm](http://www.health.ny.gov/health_care/managed_care/consumer_guide/about_child_health_plus.htm)
- Local Department of Social Services – New York State Department of Health  
[http://www.health.ny.gov/health\\_care/medicaid/dss/htm](http://www.health.ny.gov/health_care/medicaid/dss/htm)
- Brain Injury Association of New York State  
<http://www.bianys.org>
- Nationwide Children's Hospital – Concussions in the Classroom  
<http://www.nationwidechildrens.org/concussions-in-the-classroom>
- Upstate University Hospital – Concussions in the Classroom  
<http://www.upstate.edu/pmr/healthcare/programs/concussion/classroom.php>
- ESPN Video – Life Changed by Concussion  
<http://espn.go.com/video/clip?id=7525526&categoryId=5595394>
- SportsConcussions.org  
<http://www.sportsconcussions.org/ibase/line/>
- American Association of Neurological Surgeons  
<http://www.aans.org/Patient%20Information/Conditions%20and%20Treatment/Concussion.aspx>
- Consensus Statement on Concussion in Sport – Zurich  
<http://sportconcussions.com/html/Zurich%20Statement.pdf>

## 7-12 Guidance News

Linda Alford, Guidance Counselor

### PROGRAMS FOR JUNIORS AND SENIORS THIS FALL

**SUNY Road Show** - is Tuesday, September 17, 2013. This program brings representatives from several State University campuses to discuss the advantages of SUNY and inform us about new changes. This program will be informative for all juniors and seniors.

**College Fair** - Juniors and seniors will also be invited to visit the Golden Dome in Ogdensburg on Tuesday morning, October 1, 2013 for the "College Fair". This program will bring together many college representatives from New York State, other northeastern states and Canada. Represented will be four-year colleges, two-year colleges including community colleges, and the military branches. In addition to the morning event, the "College Fair" will be set up at St. Lawrence University during that evening for all community members.

**Juniors and seniors please fill out and return the SUNY Road Show/College Fair permission slip to the Guidance Office at the start of school if you intend to participate in this program. This form is mailed with your schedule in August or is available in the Guidance office or on the Guidance web page.**

### INFORMATIONAL MEETING FOR SENIORS AND PARENTS

Ms. Alford will host a Fall informational meeting for seniors and their parents regarding the college application process on September 25th at 6:30pm in Room 304.

### SENIOR TRANSCRIPT REVIEW

Seniors should also make an appointment in September to meet with Ms. Alford to review their transcripts and discuss plans for their future. It is also important at that time of year to start narrowing the choices of colleges that you will apply to.

### PSAT TESTING FOR JUNIORS

The PSAT (Practice SAT) is available for Juniors to take this year. It will give them the opportunity to experience this type of testing. Students will also receive a report similar to the SAT Report. The PSAT will be given on Wednesday, October 16, 2013. There is a charge of \$14.00 per student. For students who qualify for a free or reduced lunch there may be a lower fee. The test starts at 8:05am and will end at 11:30. Students must sign-up in the Guidance Office no later than September 27<sup>th</sup>. This is the last day tests can be ordered.

Why would a junior choose to take the PSAT?

- \* Compare their ability to do college work with the ability of college-bound peers
- \* Practice for the SAT I, a college admission test with similar questions and scores
- \* Enter scholarship competitions conducted by National Merit Scholarship Corporation and other programs
- \* Receive information from colleges, universities, and certain scholarship programs about educational and financial aid opportunities

For more information check out [www.collegeboard.com](http://www.collegeboard.com) or the SAT/ACT link on the High School Guidance Web Page.

### GUIDANCE WEB PAGE

Check out the Guidance Web-Page! There are many useful links, important dates and other important information. As the school year starts this information will be updated and current.  
<http://www.ekcsk12.org/domain/27>

## 7-12 Guidance News

Linda Alford, Guidance Counselor

### **NYS ACADEMIC EXCELLENCE SCHOLARSHIP PROGRAM NOMINATION**

#### **Eligibility Requirements**

1. Graduating senior
2. Legal resident of New York State at least one year prior to the start of our senior year.

#### **Nomination Criteria used by Edwards-Knox**

Edwards-Knox will select its winner(s) by computing a weighted average of the scores on the Regents examinations and/or approved alternative assessments taken by our students prior to their senior year, in all of the following subjects:

The weighting of the scores are determined by the New York State Education Department and are as follows:

Comprehensive English and Mathematics - weight of three per Exam

Global Studies, US History and Highest Science - - weight of one per exam. If a student elected not to take the Regents examination listed, or an approved alternative assessment, then that student cannot compete or be selected as a scholarship winner. In the case of a tie in the weighted average score that is used for the selection of the scholarship nominee, the high school will use the students' class rank at the end of their junior year to determine the priority ranking of tied scholarship nominees.

#### **How the Scholarship Can be Used**

In order to use the benefits of this scholarship, the winner must be in attendance as a full-time, matriculated student at an approved New York State post-secondary institution by the fall semester after the student's high school graduation.

The quantity and amount of scholarships available to Edwards-Knox students is determined every year by the New York State Education Department.

### **ASVAB TESTING FOR SOPHOMORES**

As part of the Comprehensive Guidance Plan, sophomores will take part in the ASVAB Career Exploration Program on November 20, 2013. An official interpretation will take place at some point after that. This program is designed to help students learn more about themselves and the world of work, to identify and explore potentially satisfying occupations, and develop an effective strategy to realize their goals. As students explore occupations in line with their interests and skills, your student will develop career exploration and planning skills that will last a lifetime. The ASVAB Career Exploration Program focuses on:

- Identifying a student's interests, skills, and work related values
- Matching a student's interests and skills with occupations
- Learning where and how to get information on different careers
- Developing career decision-making skills

The ASVAB is a multi-test aptitude test battery. It consists of eight short individual tests covering General Science, Arithmetic Reasoning, Word Knowledge, Paragraph Comprehension, Mathematics Knowledge, Electronics Information, Auto and Shop Information, and Mechanical Comprehension. Not only do students receive scores on each of these individual tests, students also receive career exploration scores. These scores are the results of individual tests combined to yield three career exploration scores: Verbal Skills, Math Skills, and Science and Technical Skills.

The ASVAB is administered and interpreted in schools by specially trained test administrators from the Federal Government. There will be activities for students to compare their interests and abilities to over 400 civilian and military occupations. There is no new demographic information released due to participation in this program that isn't already available to military recruiters due to the "No Child Left Behind Act" unless you have requested your child's information not be released. There is more information regarding this procedure at some other point in this newsletter.

## 7-12 Guidance News

Linda Alford, Guidance Counselor

### ACT/SAT TESTING DATES & REGISTRATION DEADLINES

The SAT and ACTs are college entrance tests that some colleges require. Seniors who are planning to go to college and have not yet taken or would like to retake the SAT or the ACT test should consider doing so as soon as possible. Juniors who would like to take these tests are encouraged to wait until May or June of this year. The registration deadlines and their test dates are listed below.

Students should carefully check the catalog of each prospective college to determine whether the examinations are required. Registration materials can be picked up in the High School Guidance Office or can be done on-line at [www.collegeboard.com](http://www.collegeboard.com) for the SAT and [www.actstudent.org](http://www.actstudent.org) for the ACT. The registration process takes some time so students are encouraged to start early, **DO NOT WAIT FOR THE REGISTRATION DEADLINE TO START THE REGISTRATION MATERIALS!**

ACT	<u>Registration Deadline*</u>	<u>Test Date</u>	
	Sept. 27, 2013	Oct. 26, 2013	
	Nov. 09, 2013	Dec. 14, 2013	
	Mar. 07, 2014	Apr. 12, 2014	For more ACT infor - <a href="http://www.actstudent.org">www.actstudent.org</a>
	May 09, 2014	Jun. 14, 2014	
Test Fee: \$36.50		Fee waivers may be available in the Guidance Office	
With Optional Writing: \$52.50		for students who qualify for a reduced or free lunch.	

SAT	<u>Registration Deadlines*</u>	<u>Test Dates</u>	
	Sep. 06, 2013	Oct. 05, 2013	
	Oct. 03, 2013	Nov. 02, 2013	
	Nov. 08, 2013	Dec. 07, 2013	For more SAT info - <a href="http://www.collegeboard.com">www.collegeboard.com</a>
	Dec. 27, 2013	Jan. 25, 2014	
	Feb. 07, 2014	Mar. 08, 2014	
	Apr. 04, 2014	May 03, 2014	
	May 09, 2014	Jun. 07, 2014	
Test Fee : \$ 51.00		Fee waivers may be available in the Guidance Office for	
		students	
		who qualify for a reduced or free lunch.	

\* Registration materials must be postmarked by this date.

### CEEB/ACT HIGH SCHOOL CODE NUMBER : 334949

Arrangements for special testing situations for students with learning disabilities may be made by contacting the High School Guidance office for the proper paperwork. Paperwork needs to be filed well in advance of the desired test date for modifications. Contact Ms. Alford for more details.

### ASSISTANCE WITH SCHOOL SUPPLIES

Families who need assistance with school supplies may be eligible for assistance through the Canton Church and Community Program. To receive an application or for more information you can call their office at 386-3534. Applications will be accepted through September 4th.

## COMMUNITY SWIM AT E-KCS

Community Swim will continue this year on the second Sunday of each month in the afternoon from 1:00-3:00. The actual dates the pool will be open include 09/08/13, 10/13/13, 11/10/13, 12/08/13, 01/12/14, 02/09/14, 03/09/14, 04/13/14, 05/11/14, and 06/08/14.



There will be no charge for this event. The split up of the pool will be decided by the number of people who come each time. Lanes might be roped off if there are those wishing to swim laps. We hope to see you there.



ELEMENTARY CORNER  
By: Amy Lamitie, Principal

Dear Community Members:

It is almost September (again!). Faculty and staff have been diligently preparing to welcome your children back to the classrooms; our custodial crew has transformed the building once again into a magnificent, beautiful place to be; and we all look forward to a productive and enjoyable year working together as a learning community to build strong, smart citizens.

We are excited to introduce new curriculum to your students at all grade levels in English language arts. Don't be surprised if your first grader comes home talking about the human body soon enough or if your fifth grader starts a discussion at the dinner table about human rights. Since this is the first season for the new curriculum, we will all be learning and exploring some topics and ideas together for the first time. If you are interested in learning more about the curriculum, please plan to attend an overview during Elementary Open House on September 11.

Classroom teachers work hard to establish a home-school connection, and we encourage you to be active in the life of your student as well. Please use phone calls, e-mails, or handwritten notes to communicate important information to us.

The safety and well-being of your student continues to be our priority. With that, we will continue to ask that you sign your child in/out at the main lobby and have photo ID ready to pick him or her up. Please be certain to review our visitor procedures in the 2013-2014 Student Handbook for further information.

# ELEMENTARY CORNER

By: Amy Lamitie, Principal

## NEW FACULTY

The district is pleased to announce that we have hired a part-time music teacher, Cheryl Doyle. Additionally, a health and physical education teacher, Stephen Szczepanski, has been hired. Finally, the district is currently interviewing candidates for a first-grade teaching position.

## SCHOOL SUPPLIES

Families received grade-level supply lists at the end of school year 2012-2013. For families who need this information, please call the main office, 562-8132, for a list. On-line supply lists may not be up-to-date at this time, due to a migration over to a new website. Families who need assistance with school supplies may be able to take advantage of assistance offered by the Canton Church and Community by calling 386-3534 before September 4. You may also call me directly if you need assistance with supplies.

## IMPORTANT FORMS & MATERIALS

Every year we update our student files and therefore must send home forms to be filled out and returned in a timely manner. Please look for the following forms and materials:

- Emergency information sheet/photo permission form
- Student handbook parent-student-school compact
- Code of conduct
- Classroom letter home
- Student residency questionnaire
- Requests for duplicate forms

## BUS NOTES

All bus changes need to be communicated ***in writing*** prior to 1:00 pm. Written notes, faxes, and e-mails are accepted means of communication; telephone calls ***are not***. Please be certain to include your student's first and last name, location to be dropped off (including address), applicable dates, date of request and your signature. Please understand that ***for the safety of your student*** we cannot accept requests over the telephone.

In the case where no one is at home, children will be brought back to school, and it is the family's responsibility to pick up the child at school. If you prefer that your child be dropped off at home, whether an adult is home or not, please send a note stating this to the office. For safety purposes, the drives have been instructed not to drop off young children without supervision.



## ELEMENTARY CORNER

By: Amy Lamitie, Principal

### SCHOOL HOURS

Any student who is dropped off prior to 7:45 am is to report directly to the downstairs cafeteria, where her or she must remain until 7:45. Students are not permitted to walk the halls, go to the classroom without a teacher's approval, or stand and wait in the lobby.

### CODE OF CONDUCT

The District Code of Conduct remains in place. A copy will be sent home with your student. Generally speaking, the code addresses harassment and discrimination, safety, appropriate dress, student responsibilities, disciplinary procedures, visitors in the school, and public conduct on school property. The Code of Conduct is also available at the school's website. We encourage you to read through the code with your student.

### IMPORTANT DATES

9/4: Parent Teacher Association meeting, 6PM, library

9/11: Elementary Open House, 6PM-7PM

10/10: Early Dismissal, 11:30 AM, and Elementary Parent-Teacher Conferences, 3:30-7:30

We are all looking forward to a fantastic school year!

Sincerely,

*Amy Lamitie*

Amy Lamitie  
Elementary Principal

**Ms. Suzanne L. Kelly**  
Superintendent of Schools  
(315)562-8130  
Fax: (315)562-2477

**Mrs. Amy Sykes**  
7-12 Principal  
(315)562-8131  
Fax: (315)562-8134

**Mrs. Amy Lamitie**  
Elementary Principal  
(315)562-8132  
Fax: (315)562-8134

**EDWARDS-KNOX CENTRAL SCHOOL DISTRICT**  
P.O. BOX 630  
RUSSELL, NEW YORK 13684-0630

BUS GARAGE: (315) 562-8133  
NURSE'S OFFICE FAX: 562-8136  
[www.ekcsk12.org](http://www.ekcsk12.org)

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**August 26, 2013**

## **Statement of Pesticide use through the Integrated Pest Management Plan (IPM) during a School Year**

What is Integrated Pest Management?

IPM is an effective and environmentally sensitive approach to pest management that relies on a combination of common sense practices. IPM programs use current and comprehensive information on the life cycles of pests and their interactions with the environment. This information, in combination with available pest control methods is used to manage pest damage by the most economical means that pose the least possible hazard to people, property and the environment. IPM programs take advantage of all pest management options possible which include but are not limited to the judicious use of pesticides. Understanding pest's needs is essential in implementing IPM effectively. Pests seek habitats that provide basic needs such as air, moisture, food and shelter. Pest populations can be prevented or controlled by creating inhospitable environments by removing some of the basic elements pests need to survive or by simply blocking their access into buildings. In the event that these actions are not effective, IPM may require that pests be managed by other methods such as traps, vacuums, biological controls or pesticides. This notice is to inform you of the Integrated Pest Management Program of this school.

Schools are required to maintain a list of staff and parents who wish to receive forty-eight hour prior written notification of pesticide applications at relevant facilities and procedures on how to register with the school to be on a list for notification.

The E-KCS representative for our IPM Plan is John Daniels. To be placed on a list to receive 48-hour notice of pesticide application, please contact Mr. John Daniels, Supt. of Buildings & Grounds, at 562-8131, Ext. 1526.



## CAFETERIA NEWS

### KATHLEEN WHITMARSH, COOK/MANAGER



#### MEAL PRICES

Breakfast: \$1.00

Lunch - K-3: \$1.75

Lunch 4-12: \$1.80

#### On-line payments and monitoring

You can reach a student's account by going to [www.ekcsk12.org](http://www.ekcsk12.org). From there, either under the elementary or high school menus, there will be a drop-down menu for the cafeteria. Towards the bottom of the page you will see a graphic of a child and underneath it states: [www.mySchoolBucks.com](http://www.mySchoolBucks.com), which will take you to the website. Complete the information for your student, which will include their student number. If you do not know your child's student number, please call me and I can provide it. Once completed, you can check the student's account to see what they are being charged for, up to a 30-day history of transactions. You can do this **free of charge**.

You can add money to your student's account at any time, again, **free of charge**. You may also send money into the cafeteria with your student, mail it to us, or stop in personally and we will add it to their account for you.

#### Changes in Meal Applications and Foster Children

Previously a separate application for free and reduced price meals was submitted for a foster child who was considered a household of one. Now, the foster child is categorically eligible and may be certified without an application. Households with foster and non-foster children may choose to include the foster child as a household member, as well as any personal income earned by the foster child, on the same household application (found on page 8 of this newsletter) that includes their non-foster children. This will streamline the application process and may help the foster family's non-foster children qualify for free or reduced price meals based on household size and income.

In processing the application, the LEA or other institution administering a Child Nutrition Program would certify the foster child for free meals, and then make an eligibility determination for the remainder of the household based on the household's income (including personal income earned by the foster child) or other categorical eligibility information reported on the application.

As before, foster care payments received by the family from the placing agency are not considered income and do not need to be reported. Please note that the presence of a foster child in the household does not convey eligibility for free meals to all children in the household in the same manner as Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), and Food Distribution Program on Indian Reservation (FDPIR) participation does.

This means your legal foster child is automatically classified to receive free meals and you can also add them to your family application, which could cause the family to qualify for free or reduced price meals while keeping the foster child still in the free category.

Feel free to call me with any questions at 315/562-8130, ext. 1507.

Sincerely,

*Kathy*

Kathleen Whitmarsh, Cook-Manager



# September 2013 MENU

Mon	Tues	Wed	Thur	Fri
<p><i>Did you see the free and reduced meal application on page 8? If you qualify for these lunches, our school receives many benefits. Please apply or call us to discuss your eligibility.</i></p>		<p><b>Kathy Whitmarsh</b> Cafeteria Manager 562-8130, ex. 1507 Fax: 562-2477 <a href="mailto:kwhitmar@ekcsk12.org">kwhitmar@ekcsk12.org</a> P.O. Box 630 2512 Co. Rt. 24 Russell, NY 13684</p>	<p><b>Breakfast Every Day</b> Cereal, Graham Cracker, Milk, Juice</p>	<p><b>Prepayments Happily Accepted</b></p> <p style="text-align: center; font-size: 1.2em;"><b>WELCOME BACK!</b></p>
<p><b>2 LABOR DAY</b></p>  <p><b>No School</b></p>	<p><b>3 Staff Development Day</b></p>	<p><b>4 Staff Development Day</b></p>	<p><b>5 Chicken Patty/Bun</b> Salad French Fries Carrots Milk Fruit</p>	<p><b>6 Chicken Noodle Soup</b> Tuna, Turkey or Peanut Butter Sand Fresh Veggies Salad Milk Fruit</p>
<p><b>9 Hot Dog</b> on a Bun Salad Veg. Soup Milk Fruit <b>Yearbook Photos</b></p>	<p><b>10 Hamburger on a Bun</b> Salad Bar Veg. Soup Milk Fruit</p>	<p><b>11 BBQ or Crispy Chicken</b> Salad Bar Baked Potato Broccoli Bread Milk Fruit</p>	<p><b>12 Taco Day</b> Refried Beans Lettuce, Cheese Corn Salad Milk Fruit</p>	<p><b>13 Pizza</b> Green Beans Salad Bread Milk Fruit</p>
<p><b>16 Pillsbury Pancakes</b> Sausage Hash Browns Veg. Soup Salad Milk Fruit</p>	<p><b>17 Pulled Pork/Bun</b> Tator Tots Salad Bar Peas Milk Fruit</p>	<p><b>18 Spaghetti w/ Sauce</b> Meatballs and/or String Cheese, Tossed Salad Bread Milk Fruit</p>	<p><b>19 Chicken Fajita</b> Peppers &amp; Onions Refried Beans Corn Milk Fruit</p>	<p><b>20 Fishburger or Baked Fish</b> (unbreaded) Fresh Veggies Salad Milk Fruit</p>
<p><b>23 Chicken Patty</b> Salad Bar Veg. Soup Peas Milk Fruit</p>	<p><b>24 Hamburg/Bun</b> Salad Bar Green Beans Milk Fruit</p>	<p><b>25 Cherry Chicken</b> Salad Bar Rice Broccoli Milk Fruit</p>	<p><b>26 Turkey Dinner</b> Mashed / Gravy Sweet Potatoes Bread &amp; Butter Salad Milk Fruit</p>	<p><b>27 Tomato Soup</b> Grilled Cheese Sandwich Carrots Milk Fruit</p>
<p><b>30 Corn Dog</b> Salad Bar Veg. Soup Peas Milk Fruit</p>	<p>Fruit, Peanut Butter &amp; Jelly, and salad bar offered every day, Pizza MTF, Chicken Nugget W TH as a lunch choice. Milk, fruit, &amp; vegetable every day. Wraps most days.</p>			<p><b>Breakfast: 7:40 A.M.</b></p> <p><b>Lunch: 11:00 A.M. - 1:10 P.M.</b></p>

**Menu subject to change without notice.**



# OCTOBER 2013 MENU

Mon	Tues	Wed	Thur	Fri
<p><b>Breakfast:</b> 7:45 A.M.</p> <p><b>Lunch:</b> 11:00 A.M. - 1:00 P.M.</p>	<p>Fruit, Peanut Butter &amp; Jelly, and salad bar offered every day. Pizza MTF, Chicken Nugget W TH as a lunch choice. Milk, fruit &amp; vegetable every day. Wraps most days.</p>			<p><b>Kathy Whitmarsh</b> Cafe. Manager 562-8130, ext.1507 Fax: 562-2477 <a href="mailto:kwhitmar@ekcsk12.org">kwhitmar@ekcsk12.org</a> P.O. Box 630 2512 Co. Rt. 24 Russell, NY 13684</p>
	<p><b>1 Hamburger on a Bun</b> Green Beans Salad Bar Carrots Milk Fruit</p>	<p><b>2 Pulled Pork/ Bun</b> Salad Bar Tator Tots Veg. Soup Milk Fruit</p>	<p><b>3 Taco Day</b> Refried Beans, Lettuce, Cheese, Corn Salad Bar Milk Fruit</p>	<p><b>4 Tomato Soup</b> Grilled Cheese Sandwich Salad Bar Carrots Milk Fruit</p>
<p><b>7 Goulash</b> Salad Peas Bread Milk Fruit</p>	<p><b>8 Chicken Patty</b> Salad Bar Peas Milk Fruit</p>	<p><b>9 Mac/ Tomato Soup</b> Salad Bar Tuna or Turkey w/ Bread Fresh Veggies Milk Fruit</p>	<p><b>10 Hot Dogs/ Bun, Salad Bar</b> Carrots Milk Fruit <b>11:30 Dismissal</b></p>	<p><b>11 Staff Development Day</b>  No School For Students</p>
<p><b>14 Columbus Day</b>  No School </p>	<p><b>15 Hamburg/ Bun</b> Veg. Soup Salad Bar Carrots Milk Fruit</p>	<p><b>16 Corn dog</b> Scalloped Potatoes Salad Bar Bread Milk Fruit</p>	<p><b>17 Turkey Dinner</b> Mashed Gravy Sweet Potato Salad Bread &amp; Butter Milk Fruit</p>	<p><b>18 Fishburger on a bun</b> (unbreaded baked fish) Salad Bar Fresh Veggies Milk Fruit</p>
<p><b>21 Pillsbury Pancakes</b> Salad Bar Sausage Hash Browns, Milk Fruit</p>	<p><b>22 Sloppy Joe/Bun</b> Chips Salad Bar Corn Milk Fruit</p>	<p><b>23 Beef &amp; Broccoli</b> Fried Rice Veggie Bar Cookie Milk Fruit</p>	<p><b>24 Chicken Fajita</b> Salad Bar Peppers &amp; Onions Refried Beans Corn Milk Fruit</p>	<p><b>25 Tomato Soup</b> Grilled Chese Sandwich Carrots Milk Fruit</p>
<p><b>28 Hamburg/ Bun</b> Veg. Soup Salad Bar Carrots Milk Fruit</p>	<p><b>29 Chicken Patty/Bun</b> Salad Bar Peas Milk Fruit</p>	<p><b>30 Veg. Soup</b> Salad Bar Tuna or Ham w/ Bread Fresh Veggies Milk Fruit</p>	<p><b>31 Taco Day</b> Refried Beans, Lettuce, Cheese, Corn Salad Bar Milk Fruit</p>	<p><b>Breakfast Every Day</b> Cereal, Graham Cracker, Milk, Juice</p>

**Menu subject to change without notice.**

**Please welcome the following new  
staff members to Edwards-Knox:**

Mrs. Cheryl Doyle, Part-time Music  
Ms. Megan Hewlett, Science Principal  
Ms. Brittany Moore, Lifeguard  
Mr. Stephen Szczepanski, Physical Education / Health  
Elementary Teacher - To Be Announced  
Speech Teacher - To Be Announced

School opens for staff September 3, 2013.

School opens for students September 5, 2013

Welcome Back!

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**Edwards-Knox Central School  
P.O. Box 630  
Russell, NY 13684-0630**

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**TO: Resident**