

IMPORTANT NOTICES

REQUIRED NOTIFICATION FOR PARENTS/GUARDIANS/COMMUNITY MEMBERS
2016-2017

TITLE I PARENT INVOLVEMENT POLICY

The Board of Education recognizes the rights of parents/persons in parental relation to be fully informed of all information relevant to their children, including children who participate in programs and projects funded by Title I. Therefore, the Board of Education encourages the participation of parents of students eligible for Title I services in all aspects of their child's education, including the development and implementation of District programs, as well as activities and procedures that are designed to carry out the federal law's parent involvement goals.

Districtwide Parent Involvement Policy

In order to facilitate parental participation, in accordance with federal law, the District will:

- a) Involve parents in the joint development of the Title I Plan. If the plan is not satisfactory to the parents of children participating in Title I programs, the District will submit any parent comments to the State Education Department along with the District's plan;
- b) Provide the coordination, technical assistance, and support necessary to assist participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance;
- c) Build the schools' and parents' capacity for strong parental involvement through implementing and encouraging participation in appropriate parental involvement activities, with activities to include but not limited to: Parent/School Compact, RTI Meetings, PTA Meetings, Parent/Teacher Conferences, Evening activities (plays, dances, concerts).
- d) Coordinate and integrate parental involvement strategies under Title I with those of

other programs including, but not limited to, Parent Resource Centers, Parent Peer Trainer and other programs, such as Parent notifications of AIS Services, Parent/Teacher Conferences, Parent Nights, Title I – Parents as Reading Partners (PARP), Newsletter;

- e) Conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement policy in improving the academic quality of the Title I schools. The evaluation shall include identifying barriers to greater participation by parents in activities under the policy and use the findings of the evaluation to design strategies for more effective parental involvement and to revise, if necessary, the parental involvement policies at the District and school levels; these meetings are included in Title I review meeting;
- f) Involve parents in the activities of the Title I schools; and
- g) Involve parents of children in Title I programs in decisions regarding how funds reserved for parental involvement activities are spent.

School-Level Parent Involvement Policy

In accordance with Section 6318(c), the Board of Education directs each school receiving Title I funds to ensure that a building level parental involvement plan is developed with the participation of that school's parents. In addition to the goals stated above, each school building level plan will describe the details to:

- a) Convene an annual meeting, at a convenient time, to inform parents of their school's participation in Title I programs and to explain Title I requirements and the right of the parents to be involved. All parents of children participating in Title I programs will be invited and encouraged to attend the meeting,

- b) Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide (with funds provided under this provision of law) transportation, child care, or home visits, as such services relate to parental involvement; meeting transcripts will be provided in a language the parents understand;
- c) Involve parents in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school parental involvement policy;
- d) Provide parents of participating children with timely information about programs, a description and explanation of the curriculum in use in Title I programs, the forms of academic assessment used to measure student progress, the proficiency levels students are expected to meet, and, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children and respond to any such suggestions as soon as practicably possible; and
- e) Develop a school-parent compact jointly with parents that outlines how the parents, school staff, and students will share the responsibility for improved student academic achievement and detail the means by which the school and parents will build and develop a partnership to help all children achieve the State's standards.

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- f) The compact must include:
1. A description of the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served in Title I schools to meet the State's student academic achievement standards.
 2. A description of the ways in which each parent will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, television watching, volunteering in their child's classroom and participating, as appropriate, in decisions relating to the education of their children and positive use of extra-curricular time; and
 3. Address the importance of communication between teachers and parents on an ongoing basis including, but not limited to:
 - a) Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement;
 - b) Frequent reports to parents on their children's progress;
 - c) Reasonable access to staff, opportunities to volunteer and participate in their child's class; and
 - d) Observation of classroom activities which include American Education Week, Parent/Teacher Conferences, Quarterly progress reports.

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community in order to improve student academic achievement, the District and each school shall:

- a) Provide assistance to parents of children served by the District or school, in understanding such topics as the State's Common Core State Standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children at

- Open House with curriculum overview, PTA Meetings, Board of Education Meetings, Parent/Teacher Conferences, NYS State testing results;
- b) Provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement. Parents have access to school library, Open House with curriculum overview, District Newsletter, BOCES classes, the school's website, and individual class websites;
- c) Educate teachers, pupil services personnel, principals, and other staff, with the assistance of parents, in the value and utility of contribution of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school, at PTA Meetings, Homework Program, Parenting Classes with School Social Worker, and through the Parent Peer Trainer; and
- d) Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.

In addition to the above activities, which are required for the District and each school, the District and each school:

- a) May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;
- b) May provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training;
- c) May pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- d) May train parents to enhance the involvement of other parents;

- e) May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;
- f) May adopt and implement model approaches to improving parental involvement;
- g) May establish a Districtwide parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section;
- h) May develop appropriate roles for community-based organizations and businesses in parent involvement activities; and
- i) Shall provide such other reasonable support for parental involvement activities under this section as parents may request.

In carrying out the parental involvement requirements, the District and schools, to the extent practicable, shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 6311 of the Elementary and Secondary Education Act in a format and, to the extent practicable, in a language such parents understand.

Procedures for Filing Complaints/Appeals

The District will disseminate free of charge to parents of children in Title I programs, and to appropriate private school officials or representatives, adequate information regarding the District's written complaint procedures for resolving issues of violation(s) of a Federal statute or regulation that applies to Title I, Part A programs.

Comparability of Services

The School District shall ensure equivalence among the schools in the District of the same grade span and levels of instruction with regard to teachers, administrators, and auxiliary personnel as well as equivalence in the provision of curriculum materials and instructional supplies in Title I programs.

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PARENTAL NOTIFICATION REGARDING HIGHLY QUALIFIED TEACHERS

Upon parental request and in a timely manner, the District will provide information regarding the professional qualifications of the student’s classroom teacher(s), including, at a minimum, the following:

- Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under an emergency license or waiver through which the State qualifications or licensing criteria have been waived.
- Whether the teacher is teaching in the field of study of the certification of the teacher.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

Additionally, schools that receive Title I funding shall provide each individual parent timely notice that the parent’s child has been assigned or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

TOBACCO-FREE, SMOKE-FREE ENVIRONMENT POLICY

In accordance with the Goals 2000 Educate America Act, §1043 (Non-Smoking Policy for Children Services), and the New York State Public Health Law, §1399-0, smoking or the use of tobacco related products by any student, employee, or visitor is prohibited in all school buildings, within 100 feet of entrances, exits, or outdoor grounds of school property boundaries, and vehicles, owned or leased, contracted for Use of School Facilities and utilized during school hours. Furthermore, no smoking shall be permitted at any time within any indoor facility owned, operated, leased, or contracted by the School District for educational or library service for students K-12, unless legally excepted.

The existence of a tobacco-free environment for the benefit of all who occupy School District property will depend upon the thoughtfulness, consideration, and cooperation of all school personnel, students, visitors, and guests. We invite the cooperation and understanding of all individuals in assuming responsibility for keeping our School District premises tobacco-free. Further information can be found in Tobacco-Free, Smoke-Free Environment Policy #5640.

DISTRICT POLICIES & NOTIFICATIONS

The Onteora Central School District hereby advises its occupants that it has been inspected for asbestos by accredited inspectors pursuant to regulation 40 CFR Part 763.84-paragraph “C” of the AHERA Regulations. The results of this inspection are on file in a management plan located in each building’s Principal’s Office, and in the Administrative Office in Boiceville, NY. The results are available upon request at these locations. Copies of all District Policies are available in all District School Buildings.

NON DISCRIMINATION STATEMENT

The Onteora Central School District does not discriminate on the basis of race, color, weight, national origin, creed, religion, religious practice, ethnic group, political affiliation, gender (including gender identity, expression, or nonconformity to stereotypical notions of masculinity and femininity) marital status, sex, age, disability, sexual orientation, or other legally protected status in access to programs and/or employment provided by the District.

Inquiries to the District concerning discrimination or harassment based on sex or sexual orientation may be referred to the Title IX/Title VI Compliance Officers Gabriel Buono, Bennett Principal and Jennifer O’Connor, Middle School Principal at: Onteora Central School District, PO Box 300, Boiceville, NY 12412, (845) 657-6383, ext. 1010, gbuono@onteora.k12.ny.us, joconnor@onteora.k12.ny.us. Inquiries regarding discrimination can also be made to the United States Department of Education, Office of Civil Rights, 32 Old Slip, 26th Floor, New York, NY 10005, (646) 428-3900, ocr.newyork@ed.gov.

DIGNITY FOR ALL STUDENTS ACT

In accordance with the Dignity for all Students Act, the Onteora Central School District recognizes its responsibility to protect students from unlawful harassment, discrimination, and bullying. The Dignity Act Coordinators are:

Woodstock Elementary:
Scott Richards, (845) 679-2316

Phoenicia Elementary:
Linda Sella, (845) 688-5580

Bennett Elementary:
Gabriel Buono, (845) 657-2354

Middle School:
Dieter Schimmelpfennig, (845) 657-2373

High School:
Dieter Schimmelpfennig, (845) 657-2373

AMERICANS WITH DISABILITIES ACT/ SECTION 504

Onteora Central School District does not discriminate on the basis of disability in admission to, access to, or operation of its educational programs, services, or activities.

Parents who suspect their child has a disability or has additional questions, complaints, or requests for information concerning the Americans with Disabilities Act or Section 504 of the Rehabilitation Act should contact the District’s designated Section 504/ADA Compliance Officer, Cindy Bishop, at: Department of Pupil Personnel Services, PO Box 300, Boiceville, NY 12412, (845) 657-3320, cbishop@onteora.k12.ny.us.

HOMELESS ASSISTANCE ACT

Under the McKinney-Vento Homeless Assistance Act, the Onteora Central School District must identify children and youth in homeless situations and provide appropriate services such as immediate enrollment in school, free and reduced lunch, and transportation. If you feel you and/or your family is/are homeless, please contact Cindy Bishop, the Homeless Liaison, at 845-657-3320. All information is kept confidential.

TITLE IX

The Onteora Central School District does not discriminate on the basis of sex in its educational programs or the activities which it operates. Sexual harassment of employees and students is illegal and the District will strive to safeguard the rights of all employees and students within the District and to provide an environment that is free from sexual harassment. Any District employee or student who believes that he or she has been subjected to, told about, or witnessed sexual harassment should communicate the alleged misconduct in accordance with the Sexual Harassment Regulations. The District will ensure that an investigation is promptly commenced by appropriate individuals.

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Inquiries to the District concerning the application of Title IX and its implementing regulations may be referred to the Title IX Compliance Officers, the Bennett and Middle School Principals at: Onteora Central School District, PO Box 300, Boiceville, NY 12412, (845) 657-6383, ext. 1010, gbuono@onteora.k12.ny.us or joconnor@onteora.k12.ny.us. Inquiries can also be made to the United States Department of Education, Office of Civil Rights, 32 Old Slip, 26th Floor, New York, NY 10005, (646) 428-3900, ocr.newyork@ed.gov.

CHILD FIND NOTIFICATION

Parents who suspect their children (ages 3 and older) may have a disability which would affect his or her ability to access school programs can contact the Onteora Central School District's Committee on Special Education to arrange for evaluations. Call the Pupil Personnel Offices at (845) 657-3320 for more information and an appointment.

PESTICIDE NOTIFICATION

New York State Education Law Section 409-H requires all public and non-public elementary and secondary schools to provide written notification to all persons in parental relation, faculty, staff, and students regarding the potential use of pesticides periodically throughout the school year.

Onteora Central School District is required to maintain a list of persons in parental relation, faculty, staff, and students who wish to receive 48-hour prior written notification of certain pesticide applications.

The following pesticide applications are not subject to prior notification requirements:

- A school remains unoccupied for a continuous 72 hours following an application;
- Anti-microbial products;
- Non-volatile rodenticides in tamper resistant bait stations in areas inaccessible to children;
- Non-volatile insecticidal baits in tamper resistant bait stations in areas inaccessible to children;
- Silica gels and other non-volatile ready-to-use pastes, foams, or gels in areas inaccessible to children;
- Boric acid and disodium octaborate tetrahydrate;
- The application of EPA designated exempt materials under 40 CFR 152.25;

- The use of aerosol products with a directed spray in containers of 18 fluid ounces or less when used to protect individuals from an imminent threat from stinging and biting insects, including venomous spiders, bees, wasps, and hornets;
- In the event of an emergency application necessary to protect against an imminent threat to human health, a good faith effort will be made to supply written notification to those on the 48-hour prior notification list.

If you have any questions about New York State Pesticide Notification, or would like to request a form, please contact Jared Mance at (845) 657-6384.

FREE AND REDUCED MEAL PROGRAM

No matter where they get it, at home or school, it's clear that adequate, healthy meals are great for all children. Starting the day with a healthy breakfast, followed by a nutritious lunch, is a key factor to learning, increased student attention, better behavior, and higher achievement.

Students from households that meet Federal income guidelines are eligible for free or reduced price meals while at school. Through this program, it is possible for all children to enjoy a nutritious breakfast and lunch each school day.

- Besides the obvious benefits to children, the free and reduced meal program also benefits the District by providing per meal cash reimbursements to the school from the Federal government. In addition, many Federal and State grants are based upon District demographic profiles, including the percent of students receiving free or reduced lunch. Thus, identifying families in need of assistance and encouraging their participation in the program can lead to free or low-cost meals to children and increased grant funding to support important District educational programs; a win/win situation.

To apply for free or reduced price meals, families are encouraged to complete an Application for Free or Reduced Meals or submit a Direct Certification letter from the NYS Office of Temporary and Disability Assistance. Applications will be sent home with students in September. Families may also access the application from the District website by visiting

www.onteora.k12.ny.us. They are also available in each of the school buildings throughout the District, or upon request, can be mailed to interested families. Incomplete applications cannot be approved, so be sure to fill out all required information. If you need assistance completing the form, please contact the School Lunch Manager, Christine Downs, at (845) 657-2373. The District will notify you when a decision on your application has been made.

Families may apply for benefits at any time during the school year. Perhaps you are not eligible now, but during the school year your family circumstances change (such as unemployment, a decrease in household income, or an increase in family size); you may apply then.

If you are approved to receive this benefit for your children, the school may ask you at any time during the school year to verify your eligibility. Should you be selected for verification, you will be notified, in writing.

For more information on the free and reduced lunch program, including income requirements, please contact Christine Downs, School Lunch Manager, at (845) 657-2373.

Nondiscrimination Statement

This statement 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.

Fair Hearing

If you do not agree with the school's decision on your application or the result of verification, you may wish to discuss it with the school. You also have the right to a fair hearing. This can be done by calling or writing the following official: Victoria McLaren, Assistant Superintendent for Business, (845) 657-8499.

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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 7 CFR 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 Education 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.

ACCESS TO STUDENT RECORDS

Policy #7240 Student Records

The School District shall comply with the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA). Under its provisions, "parents/guardians and noncustodial parent(s), whose rights are not limited by court order or formal agreement, of a student under eighteen (18), or a student who is eighteen (18) years of age or older or who is attending an institution of post-secondary education, have a right to inspect and review any and all educational records maintained by the School District" and files on students, and to insure the confidentiality of such records with respect to third parties.

Access to Student Records

Under FERPA, unless otherwise exempted in accordance with law and regulation, the District may release personally identifiable information contained in student records only if it has received a "signed and dated written consent" from a parent or eligible student. Signed and dated written consent may include a record and signature in electronic form provided that such signature:

- a) Identifies and authenticates a particular person as the source of the electronic consent; and
- b) Indicates such person's approval of the information contained in the electronic consent.

Health and Safety Emergency Exception

School districts must balance the need to protect students' personally identifiable information with the need to address issues of school safety and emergency preparedness. Under FERPA, if an educational agency or institution determines that there is an articulable and significant threat to the health or safety of a student or other individuals, it may disclose information from education records, without consent, to any person whose knowledge of the information is necessary to protect the health and safety of the student or other individuals during the period of the health or safety emergency. School districts may release information

from records to appropriate parties including, but not limited to, parents, law enforcement officials and medical personnel. A school district's determination that there is an articulable and significant threat to the health or safety of a student or other individuals shall be based upon a totality of the circumstances, including the information available, at the time the determination is made. The school district must record the articulable and significant threat that formed the basis for the disclosure and maintain this record for as long as the student's education records are maintained.

Disclosures to Parents of Eligible Students

Even after a student has become an "eligible student" under FERPA (which is defined as a student who is eighteen [18] years of age or older or who is attending an institution of post-secondary education) an educational agency or institution may disclose education records to an eligible student's parents without the student's consent:

- a) If the student is claimed as a dependent for Federal income tax purposes by either parent;
- b) In connection with a health or safety emergency;
- c) If the disclosure falls within any other exception to the consent requirements under FERPA or its Regulations, such as the disclosure of directory information or in compliance with a court order or lawfully issued subpoena.

Challenge to Student Records

Parents/guardians of a student under the age of eighteen (18), or an eligible student shall have an opportunity for a hearing to challenge the content of the school records, which they believe to be inaccurate, misleading, or otherwise in violation of the privacy or other rights of students. However, parents/guardians or an eligible student do not have the right to correct, delete or expunge grades, an individual's opinion or other substantive decisions of the District that appear in a student's record. After the hearing, the District shall determine whether correction or deletion of any such inaccurate, misleading, or otherwise inappropriate data is necessary.

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Education Records

The term "education records" is defined as all records, files, documents and other materials containing information directly related to a student; and maintained by the education agency or institution, or by a person acting for such agency or institution (34 Code of Federal Regulations (CFR) Section 99.3). This includes all records regardless of medium, including, but not limited to, handwriting, videotape or audiotape, electronic or computer files, film, print, microfilm, and microfiche.

In addition, for students who attend a public school district, all records pertaining to services provided under the Individuals with Disabilities Education Act (IDEA) are considered "education records" under FERPA. As such, they are subject to the confidentiality provisions of both Acts.

Personal notes made by teachers or other staff, on the other hand, are not considered education records if they are:

- a) Kept in the sole possession of the maker;
 - b) Not accessible or revealed to any other person except a temporary substitute; and
 - c) Use only as a memory aid.
- Records created and maintained by a law enforcement unit for law enforcement purposes are also excluded.

Release of Information

Among other exemptions in accordance with law and regulation, the District may disclose any and all educational records, including disciplinary records and records that were created as a result of a student receiving special education services under Part B of IDEA, to another school or postsecondary institution at which the student seeks or intends to enroll. Parental consent is not required for transferring education records; however, the student's annual FERPA notification indicates that such disclosures have been made, unless expressly prohibited by law or regulation. In the absence of information about disclosures in the annual FERPA notification, school officials must make a reasonable attempt to notify the parent about the disclosure, unless the parent initiated the disclosure. Additionally, upon request, schools must provide a copy of the information disclosed and an opportunity for a hearing. The District may also disclose any and all educational records to other school officials within the district who have been determined to have legitimate

educational interests. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. A school official is a person who has a legitimate education interest in a student record who is employed by the district as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a member of the Board of Education; a person or company with whom the district has contracted to perform a special task (such as attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as disciplinary or grievance committee, or assisting another school official performing his or her tasks.

Family Educational Rights and Privacy Act of 1974, 20 United States Code (USC) Section 1232(g)

34 Code of Federal Regulations (CFR) Part 99

NOTE: Refer also to Policy #7643 – Transfer Students with Disabilities *Family Educational Rights and Privacy Act of 1974, 20 United States Code (USC) Section 1232(g)*
34 Code of Federal Regulations (CFR) Part 99

U.S. DEPARTMENT OF EDUCATION AND THIRD PARTY SURVEYS

Parents shall have the right, upon request, to inspect U.S. Department of Education and third party surveys before they are distributed and administered by the District to students, and shall also have the right to opt their child out of participation in such surveys.

In the event that a third party survey contains any of the following types of information:

1. Political affiliations or beliefs of the student or the student's parent;
2. Mental and psychological problems of the student or the student's family;
3. Sex behavior or attitudes;
4. Illegal, antisocial, self-incriminating, demeaning behavior;
5. Critical appraisals of other individuals with whom respondents have close family relationships;
6. Legally recognized, privileged, or analogous relationships such as those of lawyers, physicians, and ministers;

7. Religious practices, affiliations, or beliefs of the student or the student's parent;
8. Income (other than that required by law to determine eligibility for participation in the program or for receiving financial assistance under such program);

then the District will protect the privacy of the student in the event of administration of such a survey, by allowing parents to inspect the survey prior to administration and by advising the students that their responses should contain no personally identifiable information. The provisions of this paragraph shall not apply to any survey administered to a student in accordance with the Individuals with Disabilities Education Act.

INSPECTION OF INSTRUCTIONAL MATERIALS

Parents shall have the right to inspect, upon request, instructional materials used as part of the educational curriculum for students. The request should be made in writing and directed to Bruce Watson, Superintendent. The response will be provided within a reasonable period of time from the date of receipt of the request. Instructional materials include material provided to a student regardless of format, including printed or representational materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

MANDATED ASSESSMENTS

Parents may request information regarding student participation in any mandated state or local assessments by contacting Assistant Superintendent for Curriculum & Instruction at 845-657-6383 ext. 1010. Such information shall be provided within two (2) weeks of the request.