

## ANNUAL NOTIFICATIONS

### Asbestos Management Plan

In accordance with the Asbestos Hazard Emergency Response Act (AHERA) of 1987, Onondaga Central School District's facilities have been inspected and response actions are planned to ensure a continued safe environment for our students and employees. The district conducts re-inspections every three years. The Onondaga-Cortland-Madison BOCES Health and Safety Department was contracted to complete triennial inspection of all facilities and update the asbestos management plan, which is available for your review in the district office.

### Body mass index reporting policy

New York State requires schools to track each student's Body Mass Index (BMI) and weight status category as part of school health examinations. Every year, the NYS Department of Health will survey some schools for the number of pupils in each of six possible weight status categories. If Onondaga Central Schools is surveyed by the state, the district will share summary group data only, not individual names or information. Parents who wish to exclude their child's data from such group calculations must contact the child's school building nurse.

### Child Nutritional Program

Children need healthy meals to learn. Onondaga Central Schools offer healthy meals every school day. Breakfast costs \$2.25; lunch costs \$3.25 at the elementary level, and \$3.25 at the secondary level. Your children may qualify for free meals. Additional information may be obtained by contacting Emily Cullen, School Lunch Director at [ecullen@westgeneseee.org](mailto:ecullen@westgeneseee.org).

### Code of Conduct

The Onondaga Central Board of Education is committed to providing a safe and orderly learning environment in which students may receive – and Onondaga Central schools personnel may deliver – quality educational services without disruption or interference. Responsible behavior by students, teachers, other Onondaga Central School District personnel, parents and other visitors is essential to achieving this goal.

To this end, the Board of Education has adopted a district Code of Conduct. The Code applies to all students, school personnel, parents and other visitors when on Onondaga Central School District property or attending an Onondaga Central Schools' function. Additional expectations in support of the Code of Conduct can be found in each school's handbook.

Copies of the Code of Conduct are available in the district office and online at [www.ocs.cnyric.org](http://www.ocs.cnyric.org)

### FERPA: Access to Student Records

The Family Educational Rights and Privacy Act (FERPA) gives students over 18 years of age and parents the right to review certain educational records. Pursuant to law, the following records are available for review:

- the guidance folder, which contains standardized test scores, biographical data and elementary progress reports;
- academic records for grades seven through 12;
- cumulative health records;
- attendance records;
- student disciplinary records reflecting superintendent's hearings in which the student has been found guilty and letters and/or records of school suspension lasting five days or less;

- school medical records maintained at the school nurse's office that contain the student's medical history;
- pupil service records that include psychological reports maintained by school personnel.

These records are confidential and cannot be released without the prior written consent of the parent or guardian. The law does provide for limited exceptions to the prior consent requirement, e.g., certain school employees or state or federal officials have a legitimate purpose for needing access to information contained in the students' records.

The Board of Education has established a policy for maintaining the confidentiality of student education records, and for providing access to such records for parental review. Copies of this policy are available in the district office. Applications for access to student records also are available in the district office. Please direct any questions about the right to review student records to the respective building principal.

### **Fire inspection report policy**

Notice is hereby given that the annual inspection for 2023 of the Onondaga Central School Buildings for fire hazards which might endanger the lives of students, teachers, employees therein, has been completed and the report thereof is available at the office of the Onondaga Central School District for inspection by all interested Persons.

Structures inspected include: Rockwell Elementary, Junior-Senior High School, Walter Wheeler School, industrial Arts Building, Garage/Storage Building, District Office, Bus Garage, Pumphouse @ High School, Press Box, and Maintenance Office/Grounds Center. The report is available for review by all interested persons at the district office.

### **Health information privacy**

Under the Health Insurance Portability and Accountability Act (HIPPA), some districts or schools may be a "covered entity." If a district or school (or person within that school, i.e. the school nurse) is included in the "covered entity" category, then the district must provide notice of its privacy practices with regard to protected health information.

### **Homeless students policy**

As required by No Child Left Behind, all districts have responsibilities to homeless students in the district. In order to serve these students, each district must appoint a liaison for homeless children that are currently residing within a district. The liaison must first identify these students and, to aid in doing so, post notifications regarding educational services and contact information at places where the parents of homeless students will see it. These locations can include, but are not limited to, homeless shelters, medical clinics, post offices and local Social Service offices. School Social Worker, Amy Stanton, is the liaison for Onondaga Central School District.

### **Non-discrimination policy**

The Onondaga Central School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs, activities, employment, and admissions; and provides equal access to the Boy Scouts and other designated youth groups.

The following person has been designated to handle inquiries regarding the nondiscrimination policies: Joseph Sterbank, compliance officer/coordinator, at [jsterbank@onondagacsd.org](mailto:jsterbank@onondagacsd.org), 315-552-5001, 4466 S. Onondaga Road, Nedrow, NY 13120. Inquiries concerning the application of the Onondaga Central School District

nondiscrimination policies may also be referred to the U.S. Department of Education, Office for Civil Rights (OCR), Lyndon Baines Johnson Department of Education Bldg. 400 Maryland Avenue SW, Washington, DC 20202, telephone (800) 421-3481 or email ocr@ed.gov.

Any parent who believes his or her child has been denied the benefits of an appropriate education as a result of discrimination based on disability should contact the Superintendent of Schools. Moreover, any person who believes his or her rights have been violated should contact the Superintendent of Schools.

## **Pest Management**

Onondaga Central School District practices Integrated Pest Management to keep pests a safe distance away from students, staff and property, while limiting the use of pesticides.

New York State Education Law requires school districts to notify parents/guardians, faculty and staff about the potential use of pesticides periodically throughout the school year. Further, the state requires us to maintain a list of those who wish to receive 48-hour prior written notification of certain pesticide applications. The following applications are not subject to prior notification requirement:

- 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 octaborate tetrahydrate;
- the application of EPA designated biopesticides;
- the application of EPA-designated exempt materials under 40CFR152.25;
- 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.

To receive 48-hour prior notification of pesticide applications scheduled to occur in a school, please contact the Maintenance Department at 315-552-5090.

## **Release of Student Information to Military Recruiters**

Pursuant to the federal No Child Left Behind Act, the Onondaga Central School District upon request will disclose students' names, addresses and telephone listings to military recruiters. Parents and students can request the district not release such information without prior written parental consent.

## **Staff Qualifications: Parents' Right to Know**

In accordance with the federal No Child Left Behind Act, parents/guardians are entitled to information about the professional qualifications of their children's classroom teachers. This includes whether the teacher has state certification for the classes being taught; the teacher's bachelor's degree major and any other certifications or degrees by field or discipline; and whether the child is provided services by instructional aides or similar paraprofessionals and, if so, their qualifications. To obtain this information, call the district office at 315-552-5000.

## **Student Directory Information**

From time to time, student directory information (e.g., name, grade, photo, awards) depicting activities in the schools is released for use in district publications, on the district website or given to the media. Parents who object to the release of their child's directory information and/or photograph should notify both the superintendent and their child's building principal in writing by September 15.

### **Student privacy policy**

The Protection of Pupil Rights Amendment (PPRA) to the federal Family Educational Rights and Privacy Act (FERPA) affords parents certain rights regarding district surveys, collection and use of information for marketing purposes, and certain physical exams. Parents may exercise their right to excuse their child from participating in any survey created by a third party (before it is distributed to students) and questionnaires intended to collect personal information from students for marketing purposes.

### **Notice to Students, Parents and Staff Regarding the Use of Camera Surveillance on School Property**

For the safety of our students, staff and visitors, the School District employs camera surveillance equipment for security purposes. This equipment may or may not be monitored at any time.

Surveillance cameras will generally be utilized only in public areas where there is no "reasonable expectation of privacy." Public areas may include school buses; building entrances; hallways; parking lots; front offices where students, employees and parents come and go; gymnasiums during public activities; cafeterias; and supply rooms. However, it is not possible for surveillance cameras to cover all public areas of District buildings or all District activities.

District surveillance cameras will not be installed in "private" areas such as restrooms, locker rooms, changing areas, private offices (unless consent by the office owner is given), or classrooms.