



Parent Handbook

for 2011-2012

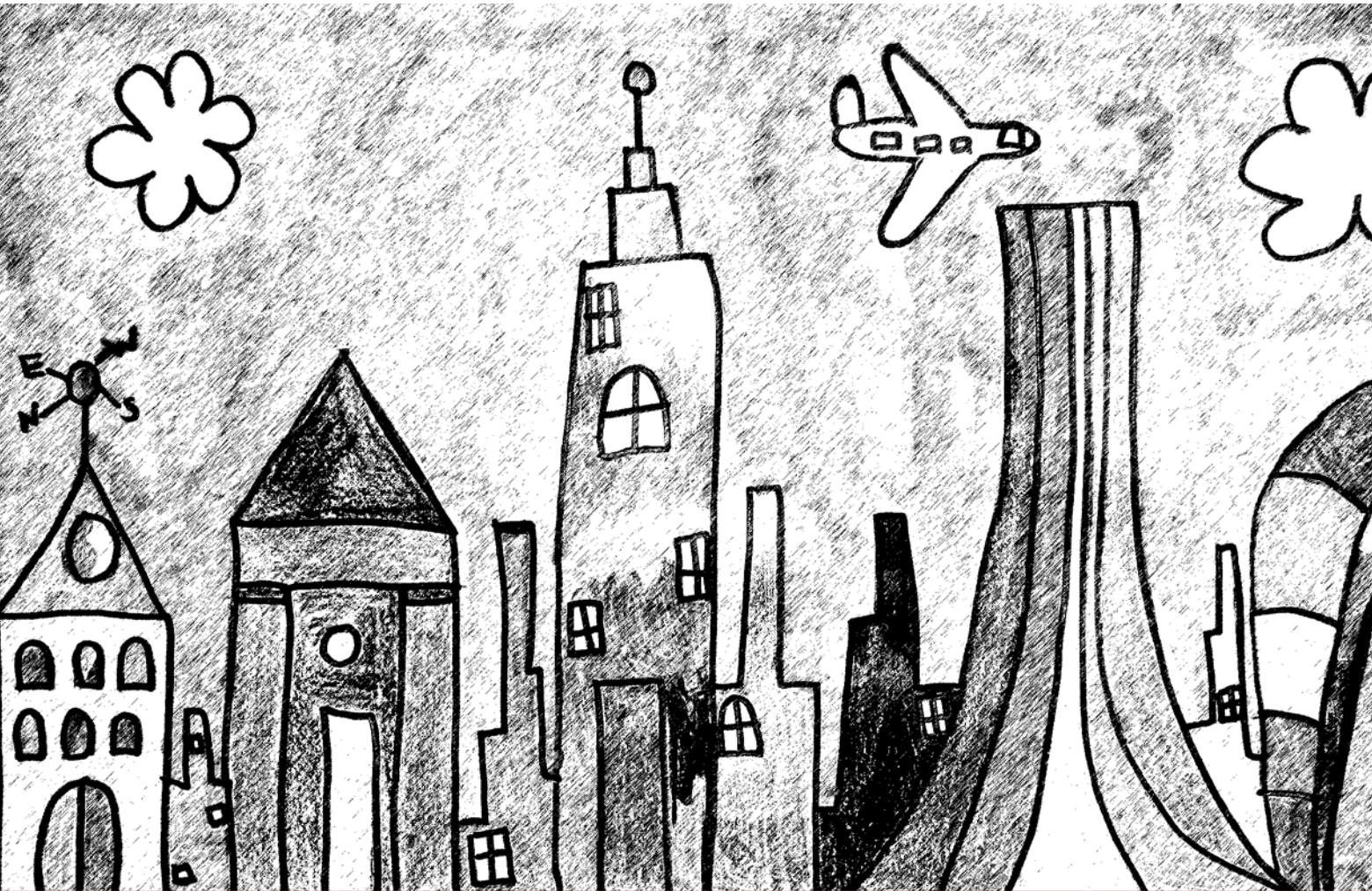


Table of Contents

Academics	3	Megan’s Law	11
Academic Intervention Services for Students.....	3	National Academy Foundation (NAF)	11
Adult & Career Education Services	3	Native American Resource Center.....	11
Advanced Placement Courses	4	No Child Left Behind Act.....	11
Arts	4	Occupational/Physical Therapy	16
Athletics/Extracurricular Eligibility	4	ParentCONNECT	12
Attendance	4	Parent Council	12
Audiology (Specialized Services)	15	Parent Information Center	12
Bilingual Education	7	Parent Engagement	12
Bilingual Education Council	13	Parent Liaisons/Home-School Assistants.....	12
Bullying Prevention (Character Education).....	4	Parent Organizations	12
Career and Technical Education (CTE)	4	Parent Resources	12
Character Education	4	Parent University	12
Code of Conduct.....	5	Personal Student Information, Release of.....	13
Code of Discipline.....	6	Photo Release Form	13
Counseling Services.....	6	Physical Education	13
Curriculum (Academics)	6	Prekindergarten Programs	13
Deaf and Hard of Hearing Services (Specialized Services).....	15	Primary Project (Social Work).....	15
Dial-A-Teacher	6	Registering for School.....	13
Dress Code (Code of Conduct)	5	Report Cards.....	14
Early Childhood Education.....	6	Rochester Education Foundation	14
Elementary School Choice	6	SAT/PSAT Tests	14
Emergency Information and Plans.....	6	Safe School Hotline.....	14
Emergency School Closings	6	School-Based Health Center Clinics.....	9
English for Speakers of Other Languages (ESOL)	7	School-Based Planning Teams	15
English Language Learners	7	School Profiles	15
Environmental Safety	7	SMILEmobile.....	9
Extended Learning Opportunities	7	Social Work.....	15
Extracurricular Eligibility.....	4	School Psychology Services	15
Fire Drills.....	8	Special Education	16
Flower City Parents Network.....	13	Specialized Services.....	15
Food Service	8	Speech-Language Services	15
Foreign Language	8	Student and Family Support Centers.....	17
Gifted and Talented Students	8	Student Leadership Congress.....	17
Grading Requirements.....	8	Student Records	17
Grief Resource Network	8	Student Support Services	10
Health Education	8	Students First.....	18
Health and Medical Services	8	Summer Programs.....	18
Health-e-Access (Telemedicine)	9	Superintendent’s Regulations of Intervention and Discipline	6
High School Choice	10	Telemedicine (Health-e-Access)	9
Homeless Program	10	Testing	18
Homework.....	10	Title I.....	18
Homework Hotline	10	Transfer of Flags Ceremony	18
How to Address Issues Involving Your Child	10	Transportation	18
Immunizations	10	Universal Prekindergarten.....	19
I’M READY Program	10	Visitors to Schools	5
Internet Use.....	10	Volunteering and Partnerships	19
Language Assessment and Placement.....	11	Website	19
Learning through English Academic Program (LEAP)	7	Whistleblower Hotline	19
Major Achievement Program	11	Work Permits for Students	19
Make-Up Days	11	Work-Based Learning Programs	19
Marking Period and Report Card Dates.....	11	Young Adult Evening High School	20
Meals for Students	11	Youth Development & Family Services.....	20

Academics

The Rochester City School District's academic program is aligned with rigorous state and national learning standards that support high student achievement. (For more about learning standards, visit www.emsc.nysed.gov.)

The District uses a coherent, aligned curriculum district-wide (Grades 5 to 9, ELA and Math), an essential attribute of high-achieving schools and districts. Specific academic goals are in place for all grades and subjects, and those goals are consistent from school to school. The district is in the process of establishing a fully-aligned curriculum in all subject areas.

Benchmark Assessments are held throughout the school year to measure student progress and allow direct support to students' individual academic needs.

Elementary students receive report cards four times during the school year: early, mid-point, third quarter, and fourth quarter. Secondary students receive report cards six times during the academic year (October, December, February, March, May and June). Report cards are designed to capture the degree to which students learned what was taught. Instruction and intervention are targeted to student needs, ensuring accountability for the academic success of all students. (See also Marking Period and Report Card Dates.)

Grades K-6

In Kindergarten, student progress is reported in reading, math, science, social studies, motor skills, and personal growth. For the first marking period, the teacher provides a checklist that lets parents know the areas in which the child needs extra help at home. For the second, third, and fourth marking periods, a report card is sent home (see below).

In grades 1-6, student progress is reported in language arts, writing, math, science, social studies, music, physical education, art, and personal growth.

Report cards for grades K-6 use the following grading system to indicate the student's progress toward New York State and District standards:

- 4 - Exceeds standards. Grasps and consistently applies the key concepts and skills for the grade level.
- 3 - Meets standards. Grasps and applies most grade-level concepts and skills and performs at the level expected.
- 2 - Partially meets standards. Beginning to and occasionally grasps and applies key concepts and skills, but produces work that contains many errors.
- 1 - Far below standards. Works at a level that is one or two years below grade level.
- N/A - Not assessed at this time.

In addition, for each subject area, the student's effort level is noted using the following:

- E - Excellent
- S - Satisfactory
- N - Needs improvement

Students spend a minimum of 7 years in elementary school depending on academic progress. The goal of instruction is to enable students to leave grade 6 reading at a level that will allow them to be successful in high school. Students who are not meeting grade-level standards are eligible for academic intervention services (see Academic Intervention Services for Students). Teachers of elementary students who are not meeting standards will notify parents during the year and provide appropriate academic intervention. Students who are still not meeting standards in grade 6 may be required to spend additional time in elementary school. Parents will be notified by the school in January of the sixth-grade school year.

Grades 7-12

For grades 7-12, student progress is reported using the following grading system: A+ (95-100%), A (90-94%), B+ (85-89%), B (80-84%), C+ (75-79%), C (70-74%), D (65-69%), and F (below 65%).

The State Education Department requires that districts offer courses and programs of study that lead to a New York State Regents Diploma. Specific courses are required, and students must earn 22 credits to be eligible for a Regents Diploma.

Rochester's high schools offer state-required courses that allow students to earn the following:

- 4 credits of English
- 4 credits of Social Studies
- 3 credits of Mathematics
- 3 credits of Science
- 1/2 credit of Health
- 1 credit of Fine Arts
- 1 credit of a language other than English
- 2 credits of Physical Education
- 3.5 credits of elective courses.

In addition to state-required courses, each school offers its own unique programs that prepare students for graduation. For more information on school programs, grade placement, and promotional criteria, contact your child's school counselor or visit the District's website at www.rcsdk12.org.

Academic Intervention Services for Students

 (See also No Child Left Behind Act.)

Students who have not met or are at risk of not meeting the New York State academic standards in the core subjects (English language arts, mathematics, social studies, science) are eligible to receive Academic Intervention Services (AIS). Parents will be notified in writing by the school as soon as the student is determined to be eligible.

Parents may also contact their child's teacher, counselor, or principal if they would like to have Academic Intervention Services provided for their child.

Working together, school staff and parents develop an intervention plan that will provide the student with additional instruction and, if necessary, other support services such as counseling, study skills training, attendance improvement, wellness center services, and extended-day opportunities.

Contact your child's school for more information or call 262-8324.

Adult and Career Education Services

The Office of Adult & Career Education Services (OACES) helps adult students learn the skills they need for success in the workplace and outside the classroom. The department offers:

- Free GED and adult basic education classes and State GED testing.
- The Refugee Assistance Program, which provides ESOL instruction, citizenship classes and other transitional services.
- Career and Technical Education courses and programs that lead to certification such as Office Practice/Computers and a Certified Nursing Assistant (CNA) program.
- Distance Learning, which allows for instructor-supported study at home.
- The Employment Services Group, which offers job placement services for adult education students.

- Family Literacy/Early Childhood Education, which provides day care and universal pre-K so that adult students can learn with their families.
- Adult Continuing Education, which offers evening classes and online learning.
- Employment Preparation including the C.A.R.E.E.R.S. Program (Community & Adults in Rochester - Employment & Education Resource System) and the Community Work Experience Program (CWEP).

For more information, call 467-7683 (IMPROVE).

Advanced Placement Courses

The Advanced Placement (AP) program gives high school students an opportunity to take college-level courses and to obtain college credit based on their performance on rigorous AP examinations.

The Rochester City School District offers AP courses in more than 20 subject areas, including biology, calculus, chemistry, physics, U.S. and European history, art history, English, French, Latin, and Spanish. Students should contact their school counselors for more information.

Arts

The Arts program in elementary and high schools includes instruction in music and art to help students reach New York State learning standards in these areas. Instrumental music and/or string instruction are offered in some elementary schools; for specific offerings, call your child's school or see the school profiles on the District's website, www.rcsdk12.org.

Through the Eastman Community Music School's Pathways Program, students have opportunities to earn scholarships to take weekly music lessons at the Eastman Community Music School. District music teachers recommend outstanding students in grades 5-12 who would benefit from the program. Interested students compete in an audition, and students who are accepted attend an orientation. For more information, contact your child's school music teacher, call the RCSD Arts Department at 262-8473 or call the Eastman Community Music School at 274-1400.

Through the Creative Workshop at the Memorial Art Gallery, students have opportunities to earn scholarships to take weekly art classes at the Memorial Art Gallery. District art teachers recommend outstanding students in grades K-12 who would benefit from the program. For more information, contact your child's school art teacher or call the RCSD Arts Department at 262-8473.

Athletics/Extracurricular Eligibility

(See also Physical Education.)

Rochester's Interscholastic Sports Program offers opportunities for students to participate in competitive sports at the modified, freshman, junior varsity and varsity levels. Student athletes are provided opportunities for physical exams and must be re-qualified by a nurse or doctor prior to each season.

The sports program supports academic achievement by emphasizing the following eligibility requirements:

- Maintain at least a C average in all subjects
- Maintain 93 percent daily attendance in each class
- Demonstrate good citizenship

Student eligibility is assessed at each of the high schools by the Athletic Department.

The same requirements apply to student eligibility for extracurricular activities such as music groups, drama clubs, step teams, Master Minds, science, math leagues, and more.

College scholarships are available for students who excel in both academics and athletics.

For more information, call 262-8281.

Attendance

The Rochester City School District is committed to increasing our students' academic performance through student attendance. It is our mission and goal to establish a clear collaboration and communication between RCSD departments, families and the community by implementing strategies for improving student attendance.

The RCSD will focus on maximizing student attendance by clarifying responsibilities of staff, students, parents, and community, identifying appropriate resources, and ensuring that students are successful academically, economically, and socially. The expectation is that all schools will continually strive toward 100% attendance.

Parents and guardians have primary responsibility for ensuring that students arrive to school daily and on time. They are obligated to inform the school that their child will be absent from school or classes, and responsible for encouraging students to stay in school.

In the event a student is absent, the parent is to provide a written excuse within five days of the absence. Parents should call the school when their child is going to be absent and follow up with written notification to the school.

If you have any questions regarding the student attendance policy, call the Office of Student Attendance at 262-8105.

Bullying Prevention

(See Character Education, Safe School Hotline.)

Career and Technical Education (CTE)

Career & Technical Education (CTE) is a kindergarten through adult area of study that includes rigorous academic content closely aligned with career and technical subjects.

The purpose of CTE is to provide learning experiences through which students become aware of a broad spectrum of careers and develop skills that are necessary for employment in specific career areas or post-secondary study.

In grades 9 through 12, CTE includes the specific disciplines of agriculture education, business and marketing education, family and consumer sciences education, health occupations education, technical education, technology education, and trade/industrial education.

For more info on CTE programs within the Rochester City School District, contact the CTE office at 262-8532.

Character Education

Character education focuses on the development of positive character traits to promote a healthy school climate and enhance student learning. Character education is integrated into the curriculum in each school to create a positive moral culture, promote responsible behavior, improve peer relations, and support values-based learning.

In addition to their own character education programs, many schools also participate in nationally recognized programs that promote a positive school environment. These include PATHS (Promoting Alternative Thinking Skills), Coping Power, and PBIS

(Positive Behavior Intervention Services).

These programs help students learn how to make positive choices, resolve conflicts peacefully, respect others, and take personal responsibility for their behavior.

Contact your child's school for information on the specific programs taught there.

Code of Conduct

The District's Code of Conduct promotes a positive learning environment for all students. It spells out expectations for the responsible behavior of all partners in the school community: students, teachers, administrators and other staff, parents, and visitors to schools.

The Code is available at all schools and on the District's website, www.rcsdk12.org. Among the expectations for students and parents are the following:

Students

- Work to the best of their own ability in all academic and extra-curricular pursuits and strive toward the highest personal level of achievement.
- Attend school every day unless they are legally excused and be in class, on time and prepared to learn.
- Contribute to maintaining a safe and orderly school environment that is conducive to learning and shows respect toward other persons and property.
- Be familiar with and abide by all district policies, rules and regulations dealing with student conduct.
- React to direction given by teachers, administrators and other school personnel in a respectful, positive manner.
- Seek help in solving problems that might lead to disciplinary actions.
- Report to school officials any information which may help to prevent danger or injury to others in the school community.

Parents and Guardians

- Send their children to school ready to participate and learn. The expectation is that each student should be well nourished, well-rested, and given the safest and most supportive living environment that the parent or guardian can provide.
- Insist their children be dressed and groomed in a clean and neat manner consistent with the student dress code.
- Communicate regularly with their children's teachers about student growth and achievement.
- Build good relationships with teachers, other parents and their children's friends.
- Conduct themselves with civility when dealing with faculty, administrators, staff, other parents and guardians, and especially when dealing with children, whether their own or others'. No District employee is required to continue any meeting or discussion with a parent who is verbally or physically abusive toward them, or who attempts to intimidate or to threaten the safety or well-being of the employee.
- Make sure that the District and the child's school has the parent/guardian's current address and other information (e.g., phone numbers, e-mail addresses, and names and numbers of relatives to contact in emergencies) to ensure the District's ability to make contact in emergencies and for educational purposes. Emergency information should be current and contain the names of all adults (over 18) allowed to pick up the student.

Dress Code

An important aspect of the Code of Conduct pertains to

appropriate dress on school property. The following is a summary of the District's dress code:

- All aspects of a student's appearance should be safe, appropriate, and not disrupt or interfere with the educational process. Students who violate the dress code will be required to cover or remove the offending item and, if practical, to replace it with an acceptable item. Students who refuse to do so will be subject to discipline, up to and including suspension.
- The following are not appropriate on school property:
 - Stocking caps, "doo rags," and bandanas.
 - Hats (except for medical or religious purposes).
 - Revealing clothing.
 - Clothing that includes items that are vulgar, obscene, or disrespectful of others.
 - Clothing that promotes the use of alcohol, tobacco, or illegal drugs or that encourages illegal or violent activities.
 - Visible undergarments. Underwear should be completely covered with outer clothing, and pants should be held up with a belt of appropriate size for the student's waist.

In addition, individual schools may implement their own dress codes.

Visitors to schools, including parents, are also expected to dress appropriately while on school property or attending school functions. Teachers and other school personnel are expected to model and reinforce appropriate dress at school and to help students understand its importance.

Prohibited Student Conduct

The Code of Conduct prohibits student behavior that is:

- Violent—including assault, possession of weapons, bullying, use of threatening actions or words in person or by computer, and destruction of property.
- Disorderly—actions which disrupt the normal operation of the school or endanger the health, safety, welfare, or morals of others.
- Disruptive—actions which interfere with the education of other students or the ability of the teacher to teach.
- Insubordinate—failure to comply with school or District rules or the reasonable directions of school personnel.
- Dishonest—cheating, plagiarism, etc.

For academic and other reasons, students cannot bring devices with camera capacity to school.

Searches on School Property

All persons entering any District property are subject to search of their person and parcels. No person refusing such search shall be permitted to remain on District property.

Student lockers, desks, and other storage areas at school, as well as computers and software, may be searched at any time by school officials. Students are responsible for what is kept in their lockers. The District reserves the right to monitor email, websites, and Internet access of students on school computers and property.

Visitors to Schools

Parents and other citizens are encouraged to visit schools to observe the work of students and teachers. However, schools must maintain certain limits regarding visitors so that their primary mission of teaching and learning can take place effectively.

The following are among the rules for visitors stated in the

Code of Conduct:

- Upon arriving at school, all visitors must report to the main office. They must sign in and obtain a visitor's badge to wear while in the school.
- Visitors, including parents, who wish to observe a classroom in session must arrange for such a visit in advance by contacting the teacher.
- Teachers are expected not to take class time to discuss individual matters with visitors. Meetings with teachers should be pre-arranged by phone or through written correspondence.
- For the safety of students, unauthorized persons on school property will be considered trespassers and will be asked to leave. If necessary, the police will be called.

Public Conduct on School Property

All persons on school property are expected to conduct themselves in a civil, peaceful, and lawful manner. "School property" includes all buildings, property, and grounds used for school and school-related activities, including school buses, and the Board of Education and Central Administrative Offices.

Examples of impermissible conduct would include behavior which is violent or abusive; which injures or threatens injury to others or to property; which disrupts classes, meetings or activities; is uncivil or abusive towards teachers or administrators; or which is harassing or discriminating against others on the basis of race, color, creed, national origin, religion, age, gender, disability, or sexual orientation.

Possessing or using weapons, possessing or consuming alcoholic beverages or controlled substances, or being under the influence of either is prohibited.

Any person who violates the rules of conduct or who, in refusing to comply with the reasonable directions of school officials, fails to abide by these requirements may be barred from District property.

Obtaining the Code of Conduct

The Code of Conduct in its entirety is available in the main office of each school and on the District's website, www.rcsdk12.org. A copy can also be obtained by calling 262-8363.

Code of Discipline

The Superintendent's Regulations of Intervention & Discipline (Code of Discipline) links the behaviors prohibited by the Code of Conduct with interventions and disciplinary consequences. The goal is to help students understand why their actions are unacceptable and to provide support for improved behavior.

The code identifies five levels of inappropriate behavior: insubordinate, disorderly, disruptive, violent, and serious violent behavior. For infractions at each level, it outlines a range of disciplinary procedures and possible interventions. Examples of intervention include parent outreach, counseling, conflict resolution, behavioral progress reports, individual behavior contracts, and services to support students transitioning from suspension.

The code is available in all schools and on the District's website, www.rcsdk12.org.

Counseling Services

Counseling services are available in all District high schools and are provided by certified school counselors. Counseling services include assistance with academic areas including high school course options, college and career counseling, and personal/social issues. For more information, contact your child's counselor.

Curriculum (See Academics.)

Dial-A-Teacher

Students and parents who need assistance with homework are invited to call Dial-A-Teacher at 262-5000 from 3:30 to 7:00 p.m. Monday through Thursday. There is no charge for this call. Dial-A-Teacher online assistance is also available. You can email your questions to teachers at help@rtadat.com

Homework help is available from Dial-A-Teacher staff members at the Arnett Library, 310 Arnett Blvd., from 3:00 to 6:00 p.m. Monday, Tuesday and Thursday.

Homework questions can also be answered through the Homework Hotline program on WXXI-TV (channel 21, cable channel 11) from 5:30 to 6:00 p.m. Monday through Thursday.

For information, call the Rochester Teachers Association at 546-2681 or Dial-A-Teacher at 262-5000 and ask for Mark Powers, Director.

Early Childhood Education

(See Prekindergarten Programs.)

Elementary School Choice

(See Registering for School.)

Emergency Information and Plans

Parents and guardians are expected to keep their children's schools updated with information needed in case of an emergency.

The school office should have the names of people who can be contacted in an emergency, and current home and work phone numbers for each. If those numbers change during the year, parents should notify the school immediately.

Each school has a plan for responding to emergency situations that may occur during the school day. These include situations such as medical emergencies, weather-related emergencies, utilities failures (electricity, gas, water), and situations involving school safety and security including bomb threats and intruders in schools.

The plans enable schools to be prepared in the event of an emergency and to protect the safety and well-being of students, staff, and visitors. Plans are reviewed regularly by school staff and are updated in accordance with directives from District safety officials working in conjunction with state and federal agencies.

Megan's Law

Under the New York State Sex Offender Registration Act ("Megan's Law"), the District may be notified by the Rochester Police Department whenever a convicted level 2 or level 3 sex offender has moved into a residence near a school. Notifications are maintained in school offices and may be reviewed by parents upon request during school hours.

A comprehensive, searchable listing of sex offenders is available on the website of the New York State Division of Criminal Justice Services, www.criminaljustice.state.ny.us.

Emergency School Closings

In the event that schools are closed due to severe weather or other emergency situations, an announcement will be made on local T.V. and radio stations. The District will notify stations by 6:00 a.m. if schools are closed for the day. Also, parents and staff will receive an automated telephone call informing them of the closure.

When city public schools are closed, no transportation will be provided to any schools or programs served by the City School District.

If schools remain open during inclement weather, it is the responsibility of parents to decide if it is safe for their children to travel their usual routes to school.

If it becomes necessary to close schools early on a given day, an announcement will also be made on local T.V. and radio stations, and a phone call will be made to parents. School personnel will not leave their buildings until all students are provided transportation home and walkers are dismissed.

Make-up Days

In accordance with New York State law, school must be held a minimum of 180 days each school year. If emergency closings cause the number of instructional days to fall below the minimum, make-up days will be held on April 13, 2012 and, if necessary, May 25, 2012.

English Language Learners

The Department of English Language Learners (ELL) administers and supports the education of all students from language backgrounds other than English, including bilingual students, immigrants, and refugees. We are responsible for improving academic outcomes for all English Language Learners, including bilingual students, and supporting involvement by their families. Programs include:

- English for Speakers of Other Languages (ESOL)
- Bilingual programs which provide both English and Spanish language arts as well as content coursework in both languages
- Sheltered content classes to promote academic English (LEAP)
- Special classes for newly-arrived ELLs

For more information, call 262-8234.

Bilingual Education

Bilingual Education uses both the student's native language and English to help the student acquire academic knowledge and language proficiency in two languages. In the Rochester City School District, current bilingual programs use English and Spanish. The goal is to promote bilingualism, biliteracy, and academic achievement in two languages, as well as to develop positive cultural understanding. Bilingual programs in the Rochester City School District use developmental, dual language, and one-way dual language models to accomplish these goals. While the list of schools offering bilingual programs is growing, elementary bilingual programs are planned for Schools No. 6, 9, 12, 17, 22, 28, 33, and 35. Secondary bilingual programs are planned for Monroe, Charlotte, and East High Schools, and School No. 17 (7th grade).

Learning Through English Academic Program (LEAP)

LEAP offers support for the simultaneous development of English language proficiency and content-area concepts in English to students who are relatively new to English. The program helps students improve their English language skills, build academic knowledge, and make a positive adjustment to school. It is offered at Schools No. 5, 14, 15, 44, 50, and Jefferson High School. Students in LEAP also receive ESOL services. Some additional schools are offering integrated forms of LEAP for newly arrived students.

English for Speakers of Other Languages (ESOL)

ESOL services help students from other language backgrounds develop their English language skills for success in school and beyond. Certified ESOL teachers offer support in English through academic subjects. Cross-cultural understanding is another important goal of all ESOL instruction. Students develop English skills through specialized instruction by ESOL teachers in collaboration with the rest of their educational program, either as a separate class or within a core content-area classroom. ESOL serves students in every school in the District and is an integral component of all programs that serve English Language Learners at all grade levels, K-12.

Language Assessment & Placement Services

Language Assessment & Placement services are provided for parents and students from pre-K through grade 12 whose native language is not English. Language assessors test students to determine English language proficiency levels for informing placement options in schools and programs. English Language Learners are entitled to services and programs that address their language development needs, as well as their interests and academic needs. Interpretation is provided to parents when needed. To schedule a language assessment, call 324-3220.

Bureau of Refugee and Immigrant Assistance (BRIA)

A grant through the Bureau of Refugee and Immigrant Assistance supports important work with refugee students and families. BRIA activities include:

- Academic Coaches (presently native speakers of Somali, Arabic, and Burmese/Karen) who support students and families at schools with high populations of newly-arrived refugees
- Interpreting and translation services for academic purposes in collaboration with Catholic Family Center
- February Mini-Academy and summer JumpStart programs to help new arrivals make a productive adjustment to school in the United States

Environmental Safety

The District is committed to maintaining school and work environments that are safe and healthy for students, staff, and visitors. We closely follow state and federal regulations as well as our own stringent procedures for preventing and eliminating environmental risks in our buildings, including those related to lead paint, pesticides, water and air quality, and asbestos.

In accordance with the Environmental Protection Agency's Asbestos Hazard Emergency Response Act (AHERA), the District maintains a program of inspecting each school building for asbestos-containing building materials and developing written management plans to maintain safe environments in our schools.

Information on each school's asbestos activities is available for review in the main office of each school. A master copy is available in the Facilities Department at the District's Service Center, 835 Hudson Ave. For more information, call 336-4005.

Extended Learning Opportunities

Extended learning opportunities for students are offered on a school by school basis. These may include before, during, and after-school academic programs, as well as Saturday, School Break, and/or Summer Programs. Contact your child's school for specific information.

For information about Supplemental Educational Services (SES) please see No Child Left Behind.

Fire Drills

According to New York State law, all schools must hold at least 12 fire drills a year, eight of which must be held before December 1. Drills will be called by school principals at their discretion and recorded/noted for review as needed.

Food Service

Breakfast and lunch for students is offered in every school daily. At the start of the school year, parents will receive more information about school meals, including prices. Monthly menus can be accessed from the homepage of the District's website, www.rcsdk12.org. Click on the "School Food Services and Menus" shortcut.

Depending on family income, students pay full or reduced prices for school meals, or receive meals at no cost. All school meals are subsidized by the federal government.

For your child to be eligible for free or reduced-price meals, an application form must be submitted to the food service office at your child's school and approved each school year. If you have multiple students within the District, only one (1) family application need be submitted; however, each child and the school that child is enrolled in must be listed on the application.

If you receive Social Services, you will receive a direct certification letter from New York State prior to the opening of school. You must bring this letter to the food service office at your child's school, rather than an application.

If you are not eligible in September but become unemployed, have a decrease in household income, or have an increase in family size during the school year, you may request and complete an application at that time.

For more information, call 336-4100.

Foreign Language

The foreign language program is designed so that students learn to use foreign languages for meaningful communication in both spoken and written form. The program emphasizes language as it is used in real-life situations that students encounter. Through foreign language study, students develop sensitivity to the cultural and linguistic heritage of other groups, and understand their influence on American culture. The ability to communicate across cultures and in other languages will allow them to be successful as citizens and leaders in the 21st century global community.

Foreign language instruction includes American Sign Language, Mandarin Chinese, French, Kiswahili, Latin, and Spanish. All high schools and several elementary schools offer foreign language instruction. For more information, contact your child's school, call 262-8289 or visit www.rcsdk12.org.

Gifted and Talented Students

(See Major Achievement Program.)

Grading Requirements (See Academics.)

Grief Resource Network

The District's Grief Resource Network is comprised of staff from each school who have been trained as Grief Resource Specialists. They act as a resource to students, their families, and school staff members in dealing with a range of experiences including death, the loss of a home, parental separation, and other life-changing events.

The goal is to help students express their grief and loss in

healthy ways which in turn allows them to maintain their focus on learning.

For more information, call 262-8535 or 262-8346.

Health Education

Health Education is required for all students grades K-12 (K-6 taught by the elementary classroom teacher, 7-12 taught by a certified health education teacher). Two semesters of health are required at the secondary level; .5 credit at the middle level and .5 credit in high school (required for graduation). Learners increase their health knowledge and practice skills to develop and maintain lifelong health. Students learn and practice self-management, relationship management, communication, decision-making, planning and goal setting, stress management and advocacy skills. Health Education is a holistic approach that requires the collaboration of home, school, and community, enabling students to make responsible and informed decisions and adopt and maintain healthy behaviors.

Health and Medical Services

The Student Health Services department forms partnerships within the District and with the larger health care community to provide services to students and to fulfill State mandates. In addition to those listed below, examples of service partnerships include: R-CAN's Asthma Nurse Consultant Program, Lenscrafters' Vision Van, ABVI's Vision Care for Kids, and the University of Rochester School of Medicine free physical examination program. Additionally, the District works with local health plans to identify children without health insurance coverage and to help families with enrollment in an appropriate health insurance product. Our collaboration with the Monroe County Department of Public Health provides substantial support for department activities.

Confidentiality and Privacy

The RCSD follows all laws pertaining to student confidentiality and privacy. Specifically, the school is governed by FERPA (Family Educational Rights and Privacy Act). The school will seek your permission to release any educational or medical information outside of school. The school will share any educational or medical information within the school on a need-to-know basis with those adults who supervise your child. Your own physician will require that you sign a HIPAA (Health Insurance Portability and Accountability Act) release for them to share important health records with the District, such as immunization records or health appraisals. We suggest at the time you register your child for school that you sign a HIPAA release for these basic records before you leave the registration center. If you have any questions, please contact your school nurse or call Student Health Services at 262-8497.

School Nursing Services

Through a contract with Monroe #1 BOCES, registered nurses, licensed practical nurses, and/or health aides are assigned to all city schools during school hours and during summer school. A School Nurse (R.N.) is assigned to each school and supervises the other staff. The School Nursing Services' responsibilities include:

- Managing medical emergencies
- Caring for students with minor injuries and illnesses at school
- Administering medications
- Planning interventions for children with special health needs.

The District complies with New York State laws and regulations. State requirements for school health services include:

- A complete immunization record for all students.
- Scoliosis screening in grades 5 through 9.*
- Vision screening for new students and those in grades Pre-K to 3, 5, 7 and 10.*
- Hearing screening for new students and those in grades Pre-K to 1, 3, 5, 7 and 10.*
- Receipt of a physical examination form for new students and those in grades Pre-K, K, 2, 4, 7, 10. Physical examination forms are available at each school's health office, at the Parent Information Center, and on the District website shortcut "Health Services Forms." Physical examinations should be conducted by your private health-care provider. If an examination is done in school, written parent permission is required. An examination is valid for one year through the last day of the month in which the examination was conducted.
- Verification of a dental examination by a dental office is requested to be submitted with the physical examination form in grades Pre-K, K, 2, 4, 7, and 10.
- Documenting blood pressure, height, weight, and calculation of the Body Mass Index (BMI) for students' physical examinations. (BMI results are reported to the State in group form—individual student information is not provided. If you do not want your child's information included, please notify your school nurse in writing.)
- A physical examination each year for secondary school sports.

* If you do not want your child to be screened, please notify your school nurse in writing.

If your child must receive medications or treatments at school, please provide the school with your written permission and a doctor's signed order. Forms are available at the school health office and on the District website shortcut "Health Services Forms." All medications must be in an original labeled container and delivered to school by an adult. Please see the school nurse if you want your child to self-medicate or to carry an inhaler or Epi-Pen.

If a student needs an ambulance or if he/she needs to be sent home, the nurse or aide will attempt to call the parent. Parents and legal guardians must provide the school with the following emergency information, updated as necessary to keep the school informed of changes:

- Home, work, and cell telephone numbers.
- Names and phone numbers of others who can be called in an emergency.
- Name and phone number of the child's health-care provider.

Parents are encouraged to contact the school nurse with questions or concerns.

If a student is ill, he/she should remain at home to recover and avoid spreading the illness. Parents are expected to notify the school when a child is ill at home, and to have the child bring a written excuse when he/she returns to school. The excuse must note the type of illness or injury that caused the absence. If there is no excuse, a violation of state education law will be noted on the student's record. Parents are encouraged to contact the school nurse with questions and concerns.

School-Based Health Center Clinics

School-Based Health Center Clinics offer primary health-care services at no cost to enrolled students and their families. A family's health insurance will be billed only if the student has coverage. The clinics work with parents, guardians, and primary-care providers in the community. Each clinic provides comprehensive and accessible services such as:

- Physical examinations for work or sports
- Treatment of injuries and illnesses
- Prescriptions for medications
- Immunizations
- Laboratory tests
- Health education
- Counseling

In order to receive these free services, a student must have an enrollment form signed by his/her parent or legal guardian. Forms are available at the School-Based Health Clinic in each school identified below.

School Based Health Center Clinics are sponsored by the Rochester General Hospital Behavioral Health Network, University of Rochester School of Nursing, and Threshold Health Center, and are located at the following schools:

- School No. 9 (325-7828 ext. 1140)
- School No. 33 (482-9290 ext. 1141)
- East High School (288-1390)
- The Edison Educational Campus (647-2200 ext. 2306)
- Dr. Freddie Thomas High School (324-3425)
- The Franklin Educational Campus (324-3726)
- Marshall High School (458-5734)

School-Linked Health Clinics

Full-service health care is offered to students and families in clinics adjacent to Schools No. 6 and 17. These services include pediatric and adult primary care, dental care, psychiatric assessment, counseling, and others. Services at School No. 6 are provided by the Anthony Jordan Health Center (423-5800); services at School No. 17 are provided by Unity Health (368-4500) and Eastman Dental (436-8123). Enrollment information is available by calling the clinic.

SMILEmobile

Free dental screenings for students are offered by dental hygienists and dentists through periodic visits to schools by Eastman Dental's SMILEmobiles. Further dental work, if necessary, is available at no cost other than what is covered by a family's existing insurance coverage. The following schools participate in SMILEmobile visits: Schools No. 2, 4, 5, 6, 8, 9, 12, 14, 19, 22, 29, 33, 36, 39, 41, 43, 45, and 50. Principals will notify parents when enrollment forms are available. You must complete the enrollment form in order for your child to receive this service.

Telemedicine (Health-e-Access)

All RCDSD students in district sites have access to the Telemedicine program, Health-e-Access. This program provides access to the student's own doctor or nurse practitioner without the need to leave school. Offered in partnership with the University of Rochester Medical Center, the program uses video and Internet connections to enable health-care professionals located off-site to examine children while they remain at school. At the time of this printing, available health care practices include: Anthony Jordan Health Center; Clinton Family Medicine; Ed Lewis Pediatrics; Golisano Children's Hospital; Genesee Pediatrics; Lifetime Health; and Rochester General Hospital Pediatrics. If these are not available, the call is placed to a Nurse Practitioner at Golisano Children's Hospital. Often a diagnosis can be made and prescriptions written without a visit to the doctor's office. For more information, contact the schools listed above. An enrollment form must be completed.

Student Accident Program

The District has contracted with Excellus BlueCross BlueShield to provide coverage up to \$15,000, after the student's own insurance coverage is used, for accidental injury suffered by each student during school, on the way to and from school, and during school-sponsored and supervised activities, including athletics. For more information or forms, please contact your school nurse or Student Health Services at 262-8497. The completed form *must* be received by Excellus within 10 days of the injury.

Student Support Services

(See also Student and Family Support Centers and Specialized Services.)

The District provides a range of support services for students at all schools. For more information, contact your child's school or, for specific services, refer to the following phone numbers.

Audiology	262-8709
Drug and Alcohol Prevention.....	262-8228
Grief Resource Network	262-8450
Home/Hospital Instruction.....	454-1095
Medical Management and Assistive Technology for Children (MATCH)	324-9996
Occupational/Physical Therapy	262-8466
Student Health Services	262-8497
School Nursing Services.....	324-5915
Social Work/Homeless Program	262-8473
Special Education Compliance/Committee on Special Education	262-8454
Speech/Language and Hearing Services.....	262-8474

High School Choice

(See Registering for School.)

Homeless Program

The Homeless Program serves students who do not have a fixed, regular and adequate residence. Under the McKinney-Vento Homeless Education Assistance Act, homeless students have the right to stay in the last school district they attended (school of origin) or the school district in which they are being temporarily housed. Under the Act, students will be provided transportation up to 50 miles one way, food service until the end of the school year, clothing, and school supplies. Homeless students must be given the same access to public education, including preschool education, provided to other children.

For more information call 262-8524.

Homework

Homework is an important part of the learning process, supporting the establishment of good study habits, individual responsibility and time management. All of these skills are required for success in school and the workplace. Quality homework reinforces what students learn in school and provides the opportunity for parents to be involved in their child's education.

In general, students are expected to do homework each night as follows:

Grades K-2	15 minutes
Grade 3	30 minutes
Grades 4-5	30-60 minutes
Grades 6-8	1 1/2–2 1/2 hours
Grades 9-12	2 1/2–3 1/2 hours (including study time)

Parents are in a powerful position to support their child's academic achievement. Students should have an area of study that is free from distractions and access to basic materials (paper, pencil, pen, ruler, and eraser). In the event that a child is unable to complete an assignment, it is helpful if the parent contacts the teacher immediately. In addition to teacher-assigned homework, students will benefit greatly from at least 20 minutes of reading each night.

Parents are encouraged to contact their child's teacher(s) early in the year regarding specific expectations for homework.

Homework Hotline

(See Dial-A-Teacher.)

How To Address Issues Involving Your Child

If you have a concern about an issue involving your child, begin by making an appointment to meet with the teacher. Most problems can be successfully resolved at the classroom level when a parent and teacher work together.

If the issue goes beyond something the teacher can address, contact the school's main office to arrange an appointment with the principal. You may also contact the school's parent liaison/home-school assistant at the elementary level, or the school counselor at the high school level.

If a concern remains after you have followed these steps, please contact Parent Services at 262-8353 or 262-8348, and Parent Services representatives will assist you with trying to resolve your issue. (See also Parent Resources, Parent Services.)

If the concern has not been resolved to your satisfaction, you may contact the New York State Department of Education using the Written Complaint and Appeal Procedures link on the district's website at www.rcsdk12.org/NCLB.

Immunizations (See Registering for School.)

I'M READY Program

The Rochester City School District I'M READY Alternative Program ("I am a Mature, Respectful, Engaged, Accountable and Determined Youth") is for students who have been placed on long-term suspension. The program promotes a personalized learning environment in which students continue their academic programs and receive supportive services that include ongoing relationships with caring adults; safe places with structured activities; access to services that promote healthy lifestyles, including physical and mental health; opportunities to acquire marketable skills and competencies; and opportunities for community service and civic participation. The goal is to help students successfully transition back to the regular school environment.

For more information, contact the program administrator at 254-1240.

Internet Use

In accordance with the District's Code of Conduct, District computer equipment shall be used only for purposes consistent with the District's educational and business mission and not in violation of law or copyright.

The use of District equipment, email, Internet access, and websites is subject to monitoring without prior notice or express consent. Users shall have no expectation of privacy.

For a copy of the Code of Conduct, including rules for Internet use, call 262-8525.

Language Assessment & Placement

(See English Language Learners.)

Major Achievement Program

The Major Achievement Program (MAP) provides students in grades 4-6 with opportunities for enrichment and acceleration beyond the conventional curriculum. Students become eligible for MAP through the recommendation of classroom teachers based on academic potential, aptitude, and performance. Students are selected for MAP through an evaluation process that combines input from the MAP office, classroom teachers, and parents.

For more information, call 262-8121.

Make-Up Days

(See Emergency School Closings.)

Marking Period and Report Card Dates

Elementary Marking Periods

Marking Period 1:	September 2, 2011 to November 4, 2011
Marking Period 2:	November 7, 2011 to January 27, 2012
Marking Period 3:	January 30, 2012 to April 6, 2012
Marking Period 4:	April 9, 2012 to June 22, 2012

Elementary Report Cards sent home on:

November 7, 2011
January 30, 2012
April 9, 2012
June 25, 2012

Secondary Marking Periods

Marking Period 1:	September 2, 2011 to October 14, 2011
Marking Period 2:	October 17 2011 to December 2, 2011
Marking Period 3:	December 5, 2011 to January 27, 2012
Marking Period 4:	January 30, 2012 to March 16, 2012
Marking Period 5:	March 19, 2012 to May 4, 2012
Marking Period 6:	May 7, 2012 to June 22, 2012

Secondary Report Cards mailed week of:

October 24, 2011
December 12, 2011
February 6, 2012
March 26, 2012
May 14, 2012
June 25, 2012

Meals for Students

(See Food Service.)

Megan's Law (See Emergency Information.)

National Academy Foundation (NAF)

The National Academy Foundation (NAF) is an acclaimed national network of high school career academies, or schools within schools, that offer rigorous, career-themed curricula created using current industry and education expertise. The mission of NAF is to provide students with experiential education using

both traditional classroom learning and internships in career-oriented areas.

Through the career academies, local businesses partner with schools to ready students for the world beyond high school. These business professionals help by securing internships, volunteering in classrooms, acting as mentors, and serving on local advisory boards.

NAF programs are available in three RCSD schools: East High School; the School of Business, Finance, and Entrepreneurship at Edison; and the Rochester Science, Technology, Engineering, and Mathematics (STEM) High School. There are four NAF programs currently in place: the Academy of Engineering (AOE), the Academy of Finance (AOF), the Academy of Hospitality and Tourism (AOHT), and the Academy of Information Technology (AOIT).

For more information contact Beverly Gushue, Career and Technical Education Director, at 262-8327 or visit the district's website, www.rcsdk12.org.

Native American Resource Center

The Native American Resource Center is a cultural enrichment program designed to meet the specific educational needs of Native American students in grades K-12. Students learn about their cultural heritage through a curriculum that reinforces their school's traditional social studies program.

The Resource Center also offers programs at District schools to teach about the history and culture of Native Americans. These programs are aligned with NYS Social Studies standards.

The Resource Center is located at School No. 19, 465 Seward Street. For more information, call 324-9305.

No Child Left Behind Act

(See also How to Address Issues Involving Your Child.)

The No Child Left Behind (NCLB) Act of 2001 is a federal law designed to provide resources to improve education for all children and to help close the achievement gap between "traditionally underserved groups of students" (such as low-income, disabled, and minority students) and their classmates. It holds schools and school districts responsible for helping students meet challenging academic standards, gives parents a voice as a partner in their child's education, and supports highly qualified teachers by promoting teaching methods that work.

Current highlights include:

- Focusing federal Title I funds to strengthen language arts and math instruction, after-school academic programs, and academic support for English language learners.
- Ensuring greater opportunities for parents to become active partners in their children's education through parent involvement/engagement.
- Allowing more choices for parents and students attending low-performing schools.
- Strengthening federal policies governing state testing, school accountability, and teacher and paraprofessional qualifications.

In addition, NCLB requires school districts to:

- Notify parents when the District or their children's schools have been cited for low performance. Parents must be notified 2 weeks before the beginning of the school year or as soon as practical after the School Accountability List is released by the New York State Education Department.
- Offer eligible students (as defined by NCLB) the opportunity to receive supplemental education services in the form of tutoring

or after-school programs.

- Offer eligible students (as defined by NCLB) in low-performing schools the opportunity to transfer to higher performing schools, when transfer options exist, by requesting an NCLB transfer. If a parent wishes for his/her child to remain at the low-performing school, the student may be eligible to receive Supplemental Educational Services (SES) tutoring.
- Inform parents of the certification of their children's teachers. Parents should put their request for information in writing to the school principal.

For more information, visit the Rochester City School District website at www.rcsdk12.org. Under the Parent/Student tab, you will find the link to **No Child Left Behind** information. This site includes links to the New York State and U.S. Department of Education's "No Child Left Behind" websites. You may also call the Title I/NCLB Office directly at 262-8679 for information.

ParentCONNECT

The district now participates in ParentCONNECT, a user-friendly, web-based system designed to improve communication between home and school and supports student success. Through this secure online system, parents are able to check their child's academic progress from any computer, any time.

Parents can:

- Check homework assignments and grades
- View report cards
- Check attendance reports
- Schedule tardy alerts
- Communicate with teachers and more!

Registration forms and information are available at schools and online at www.rcsdk12.org/ParentCONNECT.

For more information or with questions about ParentCONNECT, email ParentConnect@rcsdk12.org.

Parent Information Center

(See Registering for School.)

Parent Engagement

(See also Code of Conduct, No Child Left Behind Act.)

NOTE: Throughout this calendar, the word "parents" is used to indicate any adult with parental responsibility or guardianship of a student.

Parent Resources

Office of Parent Engagement (OPE)

The Office of Parent (Family) Engagement is responsible for providing educational and technical assistance to District Community around Family-School Partnerships. Family engagement is a shared responsibility in which schools and other community agencies and organizations are committed to engaging families in meaningful ways and in which families are committed to actively supporting their children's learning and development.

The Office of Parent Engagement staff can help you become more engaged in your child's learning. OPE is located at 690 St. Paul Street on the 3rd floor, offices 335-337. For more information, visit our website at www.rcsdk12.org/OPE. Contact our office at 262-8359 or via email at parents@rcsdk12.org. All services are available in Spanish.

Parent Services

Parent Services provides assistance to parents and guardians in solving problems, addressing complaints and resolving school-related issues when normal procedures at the school level have not been successful. Parent Services staff are available to meet with parents either at the OPE offices (690 St. Paul Street), or at the school locations. Staff members serve as impartial mediators between parties and can help identify the best means of resolving issues successfully. Parent Services staff can also answer questions about the District, its policies and administrative procedures. Contact Parent Services representatives at 262-8353 or 262-8348.

Parent University

The Parent University offers parents of District students a wide range of courses on topics such as child development, parent-child communication skills, college readiness preparation, and health and financial literacy. The Parent University, in partnership with Every Person Influences Children (EPIC), also provides professional development and leadership training opportunities to more than 100 of the District's parent liaisons, advocates, and school-based planning team representatives to ensure they are equipped with the skills needed to serve their school community. Contact the Parent University at 262-8330.

Family Resources

Family Resources provides referrals, resources, and tools to build stable families and enhance their involvement with their children's education. In addition, Family Resource staff connects students and their families with community resources and social services that support overall well-being. Family Resources offers a variety of services designed to assist families with health, safety, and family relationship issues. Contact Family Resources at 262-8334.

Parent Liaisons/Home-School Assistants

Each elementary school has its own parent liaison and several high schools have their own home-school assistant. These school staff members serve as a connection between family and school. They facilitate communication with parents and families, help families navigate the school system, and support meaningful parent engagement activities in the schools. To find out how to contact your school's parent liaison/home-school assistant, contact your school's main office or call 262-8359.

Hearing Impaired Services

(See also Deaf and Hard of Hearing Services.)

Parents who are hearing impaired can request special services from the District by calling New York Relay Service (TTY) at 1-800-662-1220.

Parent Organizations

The Parent Council

The District has established a district-wide Parent Council to encourage authentic engagement among a cross section of parents— who are delegated to serve on the council by their school communities— and District leadership.

The Parent Council meets regularly with the Board of Education, Superintendent and Cabinet members. As part of this collaboration, the council raises concerns and seeks to work collaboratively to understand and/or resolve issues when possible,

makes recommendations on the District's obligation to meaningful family engagement under legislation and policy, and serves as a conduit to bring information to the Council from their school communities and to communicate information back to their schools through the PTA, School-Based Planning Teams, school newsletters, and the web.

For more information on the Parent Council, visit www.rcsdk12.org/OPE or call 262-8359.

PTAs/PTOs

Parent-Teacher Associations/Organizations support and advocate for children in their schools and in the community. For more information, contact your child's school or call 262-8359.

School-Based Planning Teams

These teams are responsible for reviewing student performance, setting goals for academic improvement, and designing a program for the school to meet those goals. Parents are welcome to be a part of the team at their child's school and to work with the principal and teachers in developing the school's improvement plan. For more information, contact your child's school or call 262-8359.

Bilingual Education Council

This body advises the Superintendent on issues regarding bilingual education including curriculum, instructional materials, and cultural issues. Meetings are held monthly. For more information, call 262-8334.

Flower City Parents Network

The Flower City Parents Network is a place for Rochester City School District parents and those interested in city schools to help and support each other, give advice to other parents, and share information, experiences and resources. Looking for a forum where you can discuss your child's education from a parent's perspective? Check out the Flower City Parents Network website at www.flowercityparents.org.

Personal Student Information, Release of (See also Student Records.)

Parents of District students have the right to request that the District not release "directory information" about their children to outside organizations. Directory information is defined as a student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, height and weight of members of athletic teams, dates of attendance, awards received, photographs, and identity of most recent previous school attended. Occasionally, the District may be asked for such information pursuant to the Freedom of Information Law by parent or student associations, social service or community groups, or providers of educational, training, or employment opportunities, including recruiters for colleges and the armed services.

Parents should notify the District if they do not want any or all such information released without prior consent. Parents may do so by completing the non-disclosure form available in schools and also located on the Parents & Students tab, Forms section of the District's website, www.rcsdk12.org. The District will keep a record of your response in this matter and act accordingly.

Photo Release Form

In publicizing the achievement of its students, the District often invites the news media to cover activities in its schools. District staff and approved partner organizations also may photograph and videotape students for purposes of promoting student achievement. Photos and videos of students may be used in communications including the District's website and "Students First" TV show, among others.

Parents and guardians should complete a Photo Release Form giving permission for their child's photo and/or video image to be used for promotional purposes. The form is available at your child's school and also on the District's website, www.rcsdk12.org, on the Parents & Students tab, Forms section. Return the completed form to your child's school.

If you do not want your child to be photographed or videotaped, be sure to indicate this on the Photo Release Form and notify your school's main office.

Physical Education

Physical Education is a required part of the curriculum for all students at all levels and is taught by certified physical education teachers. The mission of the Physical Education Department is to enable all students to sustain regular, lifelong physical activity as a foundation for a healthy, productive and fulfilling life. Physical Education is fundamental to the development and education of each individual and provides a unique opportunity to develop concepts, skills and attitudes that reinforce personal wellness and the ability to manage one's life. The Physical Education Department complies with all Federal and NY State regulations.

For more information, call 262-8281.

Prekindergarten Programs

Rochester's prekindergarten programs build the foundation for high academic performance and lay the groundwork for what children will be expected to learn and do as they progress through elementary and high school.

Prekindergarten programs are offered at 27 elementary schools and 19 community-based organizations located throughout the city. Bilingual pre-K programs are offered at Schools No. 6, 9 and 33.

Children who will be four years old by December 1st can be registered to begin prekindergarten in September. New programs for three year olds are now also available.

For more information, call 262-8140, or visit www.rcsdk12.org/prek.

Registering for School

Parents can register their children for school at the Parent Information Center located at:

690 St. Paul Street
Rochester, New York 14605
(585) 262-8241

Parent Center staff will assist parents with every step of the registration process. They can also provide parents with information about the schools available to their children to help them make an informed choice.

Parents of children who speak a language other than English can arrange for a language assessment for their child by calling 324-3220. The assessment will help determine the best placement for the student in an academic program.

Elementary Schools

Children who will be five years old on or before December 1 should start the registration process in January to begin kindergarten in September.

Rochester's elementary school choice system divides the District into three attendance zones: Northeast, Northwest, and South. Parents can choose from among all the schools in the zone in which they live (including their neighborhood school), as well as from several "citywide" schools open to all students.

School selection catalogs and applications are mailed to parents in early spring. They are also available at that time on the District's website, www.rcsdk12.org, and at pre-K sites in the city. Profiles of each elementary school are also available on the website. Detailed information regarding every public school in the state can be obtained at www.nysed.gov.

To register your child for elementary school, including prekindergarten and kindergarten, visit the Parent Information Center. Be sure to bring the following papers:

- A copy of the child's birth certificate, Alien Registration Card, or other satisfactory documentation as proof of age. An Alien Registration Card is not a requirement for the registration of any student.
- Proof of immunization from your health-care provider. (Contact the Parent Center for specific requirements.)
- Proof of address (e.g., utilities bill, Frontier or Time Warner phone bill, rent agreement, lease or mortgage).
- Proof of guardianship (if child does not reside with parents).
- Photo identification for the registering parent/guardian.

High Schools

School selection catalogs and applications are mailed to parents of students entering high school in the month of January. They are also available at that time on the District's website, www.rcsdk12.org. Profiles of each high school are also available on the website.

If you are new to the District or re-enrolling in high school (grades 7-12), you can register at the Parent Information Center.

After registering, your child will be enrolled in school and provided information about transportation, if eligible.

When registering your child, be sure to bring the following papers:

- Copy of the child's birth certificate or Alien Registration Card.
- Proof of immunization from your health-care provider. (Contact the Parent Center for specific requirements.) You may also bring the fax number of your child's health care provider.
- Proof of address (e.g., utilities bill, Frontier or Time Warner phone bill, rent agreement, lease or mortgage).
- Proof of guardianship (if child does not reside with parents).
- Report card or other academic records from school previously attended.
- Photo identification for the registering parent/guardian.

Placement staff can also contact your child's previous school district for all of the above information except for the parent's photo ID.

Adult and Career Education Services

(See also Adult and Career Education Services.)

Adults interested in GED, ESOL, Adult Basic Education, occupational, or other programs at the Family Learning Center, 30 Hart St., should call IMPROVE or 467-7683 or visit www.oaces.net for enrollment information.

Report Cards (See also Academics, Marking Period and Report Card Dates.)

Report card issue dates are listed on the monthly pages of the District's calendar and are listed in the Marking Period and Report Card Dates section.

Rochester Education Foundation

Rochester Education Foundation (REF) is an independent organization providing resources and programs to help Rochester City School students be successful since 2005.

REF offers a variety of programs serving student needs. Through Give Back, Give Books, REF has provided more than 23,000 new books to enable book clubs and special parent-child events to occur at city schools and to support student home libraries. Educators can apply for up to 200 new books apiece through REF's Teachers' Choice program. The REF also has donated more than 725 musical instruments for city student use since the launch of its Spring for Music program in 2005. Other programs include the NAF Summer Work Internship program, which provides paid summer jobs for high-school students; and the annual Partnership Awards Dinner, which honors valuable partners of city students.

For more information, visit rochestereducation.org or givebackgivebooks.org. Contact REF via email at info@rochestereducation.org or call 271-5790.

SAT/PSAT Tests

Administered by the College Board, the SAT is taken by college-bound high school students in their junior year. The results are used by colleges as one element of their admissions criteria. The test includes sections on writing, math, and critical reading.

The SAT is administered on Saturdays throughout the year; dates of the tests and the registration deadlines are included on the monthly pages of the District's calendar.

The PSAT, also administered by the College Board, prepares students for the SAT and helps them develop the academic skills they need for college. All District students in grades 10 and 11 are required to take the PSAT.

The PSAT measures verbal reasoning, critical reading, writing skills, and math problem solving. Data from the test will be used to gauge student performance in these areas and to strengthen instruction to support students' skill development. For more information, contact your child's school counselor.

Safe School Hotline

The Safe School hotline provides a single, confidential number that students, parents or employees can call anonymously to report threats of violence and illegal activities.

The toll-free hotline number is (585) 324-SAFE (7233). It is available 24 hours a day, seven days a week. Callers may remain anonymous.

Students, families and employees are encouraged to use the hotline to report threats, violence, bullying, harassment, illegal, or potentially dangerous activities.

Students and families can also call CrimeStoppers at 423-9300 with information about criminal activity.

If you have questions about the Safe Schools Hotline, call the Department of Security at 262-8600.

School-Based Planning Teams

(See also Parent Engagement.)

Contact the Office of Parent Engagement or your child's school for more information.

School Profiles

Detailed information on each school and program in the District is available under "Schools" on the District's website, www.rcsdk12.org. School profiles are also available at the Parent Information Center.

Social Work

The Department of School Social Work offers support from clinically trained specialists including consultation from a child and adolescent psychiatrist.

School social work services include consultation for students, families and school staff during crisis, and prevention and early intervention services such as peer mediation and conflict resolution. School social workers are also involved in students' developmental skills and character development.

Primary Project is a school-based early detection and prevention program currently in several elementary schools. The program seeks to enhance learning and adjustment skills and other school-related competencies and to reduce social, emotional and school adjustment difficulties among children in pre-K through grade 3. Using carefully developed screening and detection methods, young children with early school adjustment difficulties (e.g., mild aggression, withdrawal and learning difficulties) that interfere with learning are identified. They are then given effective support from carefully selected, trained child associates who work under close professional supervision.

Specialized Services

The Specialized Services Department provides a host of services, programs, and supports to students, families and staff in both general and special education, including:

- Guidance for families and staff pertaining to special education processes and programming.
- Services to students in both general and special education which include: audiology, autism support, medical management and assistive technology, occupational therapy, physical therapy, specialized educational programming, speech/language and hearing services, social work counseling, vision services, and supports to students who are deaf or hearing impaired.
- Transition planning for students with disabilities who graduate or reach age 21.
- Authorization of Section 504 Plans in accordance with the American Disabilities Act.

Assessment and Related Services

The Department of Assessment and Related Services provides district-wide assessments that support the Committee on Special Education (CSE) in the development and implementation of Individualized Education Plans (IEP) and in accelerated instruction. The department includes audiology, a Medical Management and Assistive Technology for Children (MATCH) team, occupational and physical therapy, school psychology, speech-language and hearing, teacher of the visually impaired/orientation and mobility, teacher of the deaf/hard of hearing, and a bilingual assessment

team. You can contact Stephanie Bemish, Director of Assessment and Related Services, at 262-8459 for questions or information related to all of these departments.

Audiology

The Department of Audiology provides school-based services from New York State licensed and certified audiologists. These include comprehensive diagnostic and treatment/rehabilitative services for students with auditory impairments; management of the state-mandated hearing screening program in conjunction with school nursing services; and consultation services for students, families and school staff. For more information, call the Audiology Department at 262-8709.

Deaf and Hard of Hearing Services

The District offers instructional services for children who are deaf or hard of hearing. Services are available district-wide as a related service, and a specially designed self-contained classroom is located at School No. 1. In addition to their instructional program, students who are deaf or hard of hearing may receive support from all or a combination of the following specialists: teachers of the deaf, paraprofessionals, interpreters, note-takers, signing skills coaches, C-print captionists and audiology staff. For more information, call 262-8459 directly or call New York Relay Service (TTY) at 1-800-662-1220 to be connected.

School Psychology Services

School psychological services consist of psychological and academic assessments, consultation, and crisis intervention, which are provided to students to improve the student's academic success through the Response to Intervention Model (RtI). The services are provided by a New York State certified school psychologist, who consults and works with students, teachers, administrators, and parents to improve positive academic and behavioral outcomes for students. For more information, call 262-8459.

Speech-Language Services

The Department of Speech and Language provides diagnostic, direct and consultative speech-language therapy services to preschool and school-age students as indicated in Individualized Education Programs (IEP), 504 Accommodation Plans, and General Education supports through RtI (response to intervention). Speech/language can enrich kindergarten and first grade classrooms with a focus on basic concepts, phonemic awareness, vocabulary and oral language development to facilitate language development in general education. Speech-language therapists also consult with families and staff regarding speech/language development, disorders and strategies. For more information contact the Speech-Language-Hearing Department at 262-8459.

MATCH Team

The Medical Management and Assistive Technology for Children (MATCH) Team is a multi-disciplinary team that provides support to building staff for students with significant medical needs and/or physical disability. The team ensures that appropriate accommodations are made for these students to safely access their learning environment and participate in school activities. In addition, MATCH Team assesses and makes recommendations for assistive technology and/or service as needed in order to help students overcome barriers to learning and/or communication. For more information, contact 262-8466.

Occupational Therapy and Physical Therapy Services

The Department of Occupational Therapy and Physical Therapy provides both diagnostic services and direct and consultative services to preschool and school-age students as indicated in the Individual Education Plans (IEP) or 504 Accommodation Plan. Occupational Therapists and Physical Therapists provide strategies and skilled intervention to facilitate fine motor and gross motor development within the educational environment to support academic achievement. For more information, contact 262-8466.

Teacher of the Visually Impaired

The district offers instructional services for children who are blind or visually impaired. Vision services and orientation and mobility training are available district-wide. In addition to their instructional program and supports, they may receive daily supports from paraprofessionals. For more information, call 262-8459.

Bilingual Assessment Team

The district offers support for evaluation of our Spanish-speaking population through a bilingual team that provides assistance for students that may warrant special education support or currently have IEP services. For more information, call 262-8259.

Special Education

The Special Education department serves schools based on the district's three zones. Should you have any questions or concerns, please contact the Specialized Services Department at 262-8220.

Parents and the District will adhere to the following steps when they believe that a child may have an educational disability requiring Special Education services:

Notification of Possible Disability

School districts are required to identify all children who may have an educational disability. If you have a child or know of a child who may have a disability and who is not receiving special education services, please submit the following to your child's school or the school office: the child's name and date of birth; the disability you believe the child may have; the parent or guardian's name, address and phone number; the language spoken in the home; and the parent or guardian's signature.

To obtain a copy of the State Education Department document outlining the rights of parents of children with disabilities call the Zone Director aligned with your child's school.

Referral

You, your doctor, your child's teachers or other people involved with your child may submit a written referral for a school-age child or preschool child who may have a disability. A referral is a request to evaluate a child for a possible educational disability and determine the child's eligibility for special education programs and services.

The written referral must be sent to your child's principal or to the Committee on Special Education (CSE), 690 St. Paul Street, Rochester, NY 14605, or the Committee on Preschool Special Education (CPSE), 131 West Broad Street, Rochester, NY 14614. District personnel must then perform an evaluation on the child.

Evaluations

The evaluations performed for your child may include a social history, achievement tests, a health assessment, psychological

tests, speech/language/hearing tests, and other tests which may be necessary. Before an initial evaluation can be done, the district must have a parent's written consent. The consent is voluntary and may be withdrawn at any time prior to the completion of the evaluations.

If you do not wish to consent to the evaluations, you will be invited to your child's school to discuss your objections. If you do not attend this meeting or if you continue to object, the District will determine whether a due process hearing should be held to decide whether an evaluation is necessary.

If the evaluations are done and you disagree with the results, you have the right to get an independent evaluation which the CSE/CPSE must consider when making its recommendation on your child's special education program. If you want this evaluation to be done at the District's expense, you must notify the CSE/CPSE in writing. The District will determine whether a due process hearing will be necessary.

Individual Education Plan (IEP)

The IEP states your child's classification, the type of program, specific special education and related services to be provided, duration of program (10 or 12 months), present levels of academic performance, any special needs for transportation, annual goals, and any special testing procedures or equipment to be used. The IEP must explain the extent, if any, to which your child will not be in regular education programs.

Your child's classification, services, and program will be reviewed once a year by a subcommittee of the CSE/CPSE. At any time, you may ask for a review of your child's IEP, classification, special education services and/or program by writing to the CSE/CPSE (see Referral section).

Due Process Rights

If you disagree with any part of the recommendation of the IEP, you may make a written request for mediation (which will be conducted by the Center for Dispute Settlement) or an impartial hearing. Your request must state specifically what you disagree with.

Contact the Specialized Services Department at 262-8220 if you are requesting an impartial hearing. The hearing must be held and a decision made within 45 days of your written request. If you are represented by an attorney at a hearing or a subsequent appeal to the State Review Office or court, and if your appeal is successful, your reasonable attorney's fees may be paid by the District. If you have questions about your due process rights, please contact the District's Law Department at 262-8412.

Transition Planning

For every student with a disability who is fifteen years of age or older, the annual review process must include Transition Planning. This planning will help prepare the student for life in the community, independent living, post-secondary education, and employment. Transition Planning is a collaborative effort and should include the student, family members, school staff, and invited agency representatives.

The student's Individual Education Program (IEP) must include transition services and a coordinated set of activities for the student. These activities are designed within a results-oriented process that is focused on improving the academic and functional achievements of the student with a disability. These activities will facilitate the student's movement from school to post-school activities, including but not limited to post-secondary education, vocational education, adult services, independent living, and community participation. The transition planning must be based on the student's strengths, preferences and interests obtained

through appropriate assessment. Transition Planning includes needed activities in the following areas: instruction, related services, community experiences, the development of employment and other post-school adult living goals, and when appropriate, acquisition of daily living skills and the provision of a functional vocational evaluation.

When the student graduates or ages out of school at age 21, the school will collaborate with the student and family to develop and provide a Student Exit Summary. This written summary describes the student's academic achievement and functional performance, and includes recommendations to assist in meeting employment, postsecondary education, and independent living goals. For information call your special education administrator, school counselor or the district transition coordinator.

Section 504 Accommodations

Rochester City School District policy prohibits discrimination on the basis of disability in accessing its programs. If you suspect your child has an impairment which substantially impacts an area that is important for school participation and/or learning, and would like accommodations made for your child, you may contact the school principal to begin the process. The District also has a grievance procedure for student disability discrimination complaints. For more information, please contact the Specialized Services Department at 262-8220.

Student and Family Support Centers

Student and Family Support Centers are collaborations among schools, agency partners, and families. They build on and complement the resources of the school (Educational Support Services, School Counselors, School Social Workers, and in-school programs and opportunities) by bringing community agencies into schools to deliver additional services either directly or through referrals and linkages to other community resources and opportunities. Support Center Services typically include crisis intervention, peer mediation, leadership-skills building, anger management, counseling to prevent risk behaviors, mental health, behavioral health care, and employment related support. The goal of the centers is to equip students with the social and emotional skills and resources to succeed in school and become productive members of the community.

Student and Family Support Centers operate at Schools No. 2, 8, 30, 39, 50, Charlotte High School, Northeast and Northwest College Preparatory High Schools, East High School, Edison Educational Campus, Franklin Educational Campus, Jefferson High School, Marshall High School, Monroe High School, and Wilson Foundation Academy.

For more information, contact your child's school.

Student Leadership Congress

Student Leadership Congress is an organization of students, grades 7-12, that represents the voice of Rochester students. The Student Leadership Congress meets monthly to develop leadership skills and engage in community service. The president of Student Leadership Congress serves as the official spokesperson for the students of the District and as the student representative to the Rochester Board of Education. For more information, contact your child's school or call 262-8363.

Student Records

(See also Personal Student Information, Release of.)

The Family Educational Rights and Privacy Act (FERPA) affords parents of students 17 years of age and younger, and students over 18 years of age ("eligible students"), certain rights with respect to the student's education records. These rights are:

(1) The right to inspect and review the student's education records within 45 days from the date that the school receives a request for access. Parents or eligible students should submit a written request that identifies the record(s) they wish to see to the school principal, who will make arrangements and notify the parent or eligible student when and where the records may be inspected.

(2) The right to request the amendment of any of the student's education records believed to be inaccurate. Parents or eligible students should write to the school principal, clearly identifying the part of the record they want changed and specifying why it is inaccurate. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify them of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will also be provided.

(3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests (i.e., the need to review an education record in order to fulfill his or her professional responsibility). A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official performing his or her tasks; or an official of another school district in which a student seeks to enroll.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the requirements of FERPA. Such complaints should be filed with the following office:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

(5a) "Directory Information" is defined in FERPA as a student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, height and weight of members of athletic teams, dates of attendance, awards received, photographs, and identity of most recent previous school attended. Occasionally, the District may be asked for such information pursuant to the Freedom of Information Law by parent or student associations, social service or community groups, or providers of educational, training, or employment opportunities, including recruiters for colleges and the armed services. Federal law requires that the armed services be treated equally with other employers. Sometimes the news media seek such information about students, including athletes, who have won awards or attained notable achievements.

(5b) Parents should notify the District if they do not want any or

all such information released without prior consent. Parents may do so by completing the non-disclosure form available in schools and also on the Parents and Students tab, Forms section of the District's website, www.rcsdk12.org. The District will keep a record of parents' response in this matter and act accordingly.

Students First

"Students First" is the official television program of the Rochester City School District, produced by the Communications Department with the involvement of city high school students.

Each week, "Students First" provides our community with a fresh, lively look at the exciting activities taking place in Rochester's schools and the latest in District news and information. A student-anchored newscast, with students also handling technical duties behind the camera, is a regular part of this one-hour program.

A new episode of "Students First" begins airing each Friday and can be seen as follows:

Friday	4:00 p.m.	RCTV 15
Saturday	10:00 a.m.	City 12
	10:00 a.m.	WBGTV My18 (non-cable 40 and 26)
Monday	1:00 p.m.	City 12
	4:00 p.m.	RCTV 15
Tuesday	2:00 p.m.	RCTV 15

Board of Education meetings are broadcast live each month on RCTV 15, and streamed live and archived online at www.rcsdk12.org/rcsdtv.

For more information, call 262-8755.

Summer Programs

The District's summer programs provide academic support as well as opportunities for enrichment, acceleration, credit recovery, review, and real-world application of academic skills. Students are engaged in active, exciting learning to give them the support and skill development they need for the coming school year.

Programs are available for children from preschool age through high school, with special attention to the transition years between elementary and secondary school.

Students must pre-register at their schools or at specific locations. They will be notified before the end of the school year. For information, contact your child's school or call 262-8324.

Testing (See also Academics.)

State and local exams (assessments) are intended to ensure that students have the skills they need to meet challenging graduation requirements and are prepared for success in life after graduation.

A series of three Benchmark Assessments are administered in English language arts and mathematics (Grades 3 to 9). These Benchmark Assessments model the attributes of state-mandated assessments, inform classroom instruction in a timely manner, and allow schools to provide early intervention to support student achievement.

New York State exams are designed to measure student achievement in English language arts and math in grades 3-8; social studies in grade 8; and science in grades 4 and 8. Exams for these grade levels are required by federal law.

High school students are required to pass rigorous Regents exams that reflect high standards in the core academic subjects.

Wherever possible, test dates have been listed on the

monthly pages of the District's calendar. For more information, contact your child's school.

Title I (See No Child Left Behind Act.)

Transfer of Flags Ceremony

Every year, the District, with the support of Bausch & Lomb, recognizes each school's top students in academics and citizenship. The students, known as Standard Bearers, are honored at the Transfer of Flags ceremony which will be held at Monroe High School. This year will mark the 123rd observance of the ceremony, the oldest surviving tradition in the District. The ceremony will be held Sunday, May 20th at 1:30 p.m. Rehearsal will be Friday, May 18th.

For more information, contact your child's school.

Transportation

Students who live more than a mile and a half from the school they attend and children who have certain disabilities receive free transportation to and from school. Parents are informed of arrangements for their children's transportation before school opens in September.

It is important to remember that information sent out in August may change as a result of student addresses changing. During the first few months of school, please expect changes that may possibly alter route times up to 30 minutes.

The District uses contracted school buses and the Regional Transit System (RTS) for student transportation. Students who ride RTS buses will receive a temporary bus pass in the mail before the first day of school while awaiting a permanent pass.

If your address changes during the school year, you must notify your child's school office or the District's Parent Information Center so that appropriate transportation arrangements can be made. The Transportation Department cannot take this information directly from parents.

It is important for parents to understand that they are responsible for their child's safety and supervision prior to boarding the bus each morning and after the child gets off the bus each afternoon. For more information, call the Transportation Department at 336-4000.

Important Information for Students Who Ride School Buses:

The Rochester City School District is committed to providing safe and reliable transportation for each child. Each child contributes to the success of a safe ride to and from school each day. Any student who disrupts the normal operation of the bus or endangers the safety of others while entering, leaving, or riding on the bus or any district vehicles may be immediately suspended from transportation and face disciplinary action, including loss of transportation privileges. Please take a moment to review the School Bus Safety Rules below and take this opportunity to discuss them with your child.

- When boarding the bus, find a seat immediately.
- No smoking.
- No eating or drinking.
- Respect and obey your driver and/or attendant.
- Do not swing or play with seat belts as the buckles can cause serious injury.
- Respect other students and their property.
- No use of profanity or offensive language.

- Do not call fellow students inappropriate names.
- Stay in your seat while the bus is moving.
- Keep the bus clean. Do not leave papers or garbage on the floors or seats
- Keep head, hands, and arms inside the bus.
- Keep aisles clear of arms, legs and bags which can create safety hazards for other students boarding the bus and can block the way in the event of an emergency.
- Do not throw items at each other or the driver.
- Be courteous, talk quietly.
- Gather your items prior to arriving at your stop. Wait for the bus to stop before getting up to leave. Move quickly through the bus as you exit.
- Students are not permitted to bring items such as live animals, glass objects, or any school project that cannot be safely held on the student's lap.
- Use of electronic toys or cell phones is not permitted on buses.
- Students should not remove items from book bags until they get home. Books are permitted for reading.

If something happens on the bus, please tell the driver or bus attendant before you get off the bus. Behavior that will not be tolerated and will result in immediate removal from the bus includes: bullying, fighting, injury to another student, display or threat of weapon and any inappropriate sexual discussion or behavior.

Additional Bus Transportation information:

- Be outside at your assigned stop at least 10-15 minutes ahead of time. If a child misses the bus, it will be the parent's responsibility to get the child to school.
- Be on time. Buses will leave school 10 minutes after dismissal.
- Ride only the bus assigned to you.
- Before you cross the street, wait at your stop for the universal crossing signal from the driver (a hand signal you will be taught at the beginning of the year), or wait for an attendant to come across to get you. If the driver honks the horn while you are crossing, it means it is not safe to cross and you should return to the curb.

Safety Tips for Students Who Walk To School:

- Cross at corners, not mid-block or between parked cars.
- Stop and look in all directions before crossing. Watch for turning cars.
- Be extra alert in bad weather, when visibility is reduced and cars cannot stop as fast.
- Obey the directions of police officers, crossing guards, and safety patrols. Pay attention to traffic signs and signals.
- Use the "buddy system." Walk with a friend whenever possible.
- Never talk to strangers or get into a stranger's car. Tell a parent or teacher if you've been approached by a stranger.
- Get a Safe Walking Route Map from your school. The map outlines the safest possible walking route to school.

Universal Prekindergarten

(See Prekindergarten Programs.)

Volunteering and Partnerships

The District welcomes community involvement in support of its students. Meaningful opportunities are available for partners in a number of areas including curriculum support, tutoring and mentoring, school-to-career experiences, and technology. In addition, partnership activities can be linked to New York State academic standards through projects involving literacy, math, sci-

ence, social studies, the arts, and physical education.

Schools can also utilize other resources such as scholarships, donations of books, assistance with student exhibitions, guest readers and speakers, classroom presentations, rewards for improved academic performance/attendance, before/after-school and lunch-time activities, paid/unpaid internships for students, and job shadowing for students and staff.

For more information on how to volunteer or become a partner with a school, visit www.rcsdk12.org or call 262-8133.

Website

Information on District events, news, school profiles, special programs, and more are available on the Rochester City School District's website, www.rcsdk12.org.

The website serves as a major source of information for parents and the community. If you do not have a computer with Internet access at home, visit your local library or community center.

Whistleblower Hotline

To support an ethical workplace, the District operates a Whistleblower Hotline that allows employees and others to anonymously report illegal or unethical activities. These may include harassment, fraud, theft, discrimination, misuse of funds, conflicts of interest, and other ethics violations.

The toll-free number is 1-866-284-7040. It is available 24 hours a day, seven days a week. Callers may remain anonymous.

Work Permits for Students

New York State requires individuals under age 18 to have a work permit before they begin work. Rochester City School District's Work Permit Office is located at 690 St. Paul Street, Room 116 in the Student Records Department. The office is open Monday 12:00 to 6:00 pm; Tuesday-Friday 12:00 to 4:30 pm.

To apply for a work permit, students are required to complete the following:

- An Application for Employment Certificate signed by their parent or guardian. Be sure to enter age, social security number and address on the form.
- A Pre-Employment Physical Certificate signed and dated by their doctor indicating proof of a physical exam within one year of applying for a work permit. Students can check with their school nurse to see if a Pre-Employment Physical Certificate is on file.

These forms and directions for completing them are available on the District's website at www.rcsdk12.org/WorkPermits.

In addition to the completed forms, students must bring one of the following with them when requesting a work permit to validate date of birth: birth certificate (copy or original), baptismal certificate, unexpired passport, permanent resident card, or current unexpired driver's license.

Work-Based Learning Programs

Work-based learning opportunities for students to obtain both paid and unpaid work experience are available through the Career and Technical Education program at each high school. Work-based learning is designed to lead students directly into entry-level jobs, further career-related training and education, or certified apprenticeships. Students must have at least a 2.0 grade

point average and 93% school attendance to enter the program, and are required to raise their average to 2.5 and maintain at least 93% attendance to continue participating. For more information, contact your child's school or call 262-8327.

Young Adult Evening High School

The Young Adult Evening High School, offering academic support, counseling, and career readiness, is a late afternoon and evening high school designed to serve older students who have been in high school for at least three years and have a minimum of 12 credits. Students may be considering dropping out of school because they are behind or have adult responsibilities that make attending school in the daytime difficult. The decision to attend the Young Adult Evening High School should be the student's decision and not a referral from another adult or school personnel.

To be eligible for enrollment in the Young Adult Evening High School a student must:

- Be 17 to 20 years old.
- Be currently enrolled in a RCSD high school.
- Have a minimum of 12 course credits.
- Have been in high school for 3 years or more.

For more information, call 262-8850, ext. 1100.

Youth Development & Family Services

The Youth Development and Family Services Division (YDFS) is responsible for the integration and management of student and family support services to enhance students' social-emotional and academic performance. The Division includes Youth Development and Student Attendance, School Counseling, Human Services Systems, Adult and Career Education Services, Office of Parent Engagement, School Social Work/Homeless Program, Student Health Services, Community Partnerships and Student Equity and Placement.

For more information, call 262-8677.