A Message from the Superintendent

The 2015-2016 school year looks to be an exciting one for our students and our families. This year’s calendar provides you with a look at events that will occur at each building. Academic events, athletic events, school building events, music events, school breaks and student milestone events are all included for your planning. The parent handbook outlines the Code of Conduct and all the student service information and contact numbers for your use throughout the school year. Required notifications are also part of this calendar. Should any of the dates or events need to be rescheduled or changed, please refer to our district website or follow us on Facebook for all current information. Information to homes will also be shared through our district newsletter, mailings and automated phone calls.

The District’s vision, “Educational Excellence for a Changing Tomorrow” is the foundation for preparing our students to be career and college-ready in an ever-changing global economy. Our staff, along with our community, is working to provide our students with learning experiences that enhance both their knowledge and skills as they prepare for their futures. This learning must be accomplished in an environment that respects the dignity and diversity of each individual student and all our families.

The support of our community is always welcomed and deeply appreciated. Whether it is at our concerts, our athletic contests, volunteering in our school, or visiting our campus facilities, we are proud to share with you our students’ accomplishments and volunteering in our school, or visiting our campus facilities, we are proud to share with you our students’ accomplishments and skills as they prepare for their futures. This learning must be accomplished in an environment that respects the dignity and diversity of each individual student and all our families.

Mary Kay Frys
Superintendent of Schools
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<td>Picture day - Middle School</td>
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<td>Middle school Open House 6 - 7:30 p.m.</td>
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<td>Emergency dismissal drill (15 minutes early)</td>
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<td>2015 Athletic Hall of Fame induction</td>
<td>Columbus Day Tournament of Bands 10 a.m.</td>
<td>HS winter sports physicals</td>
<td>PSAT @ HS</td>
<td>HS First Night 6 - 7:30 p.m.</td>
<td>HS First Night 6 - 7:30 p.m.</td>
<td>Marching band NYSFBC @ Vestal 6:39 p.m.</td>
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<td>NO SCHOOL Columbus Day</td>
<td>HS ring, cap, gown, and announcement orders due</td>
<td>HS ring, cap, gown, and announcement orders due</td>
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<td>HS Kick-off concert 7:30 p.m.</td>
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<td>Week 8</td>
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<td>Primary School Curriculum Night - 7 p.m.</td>
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<td>ACT exam Marching band NYSFBC @ Norwich 7:52 p.m.</td>
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<td>College Day - HS</td>
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<td>HS school picture make-up Modified winter sports physicals</td>
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<td>HS school picture make-up Modified winter sports physicals</td>
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<td>Senior yearbook pictures due</td>
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<td>K-8 parent/teacher conferences</td>
<td>HS All-State Festival @ Rochester</td>
<td>JC Holiday Parade 7 p.m.</td>
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<td>Grades 6-8 winter instr. concert 7 p.m. (snow date 12/10)</td>
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<td>ACT exam</td>
<td>BCMEA 5-9 &amp; HS Jazz Auditions (snow date 12/19)</td>
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<td>Grades 4-6 winter vocal concert 7 p.m. (snow date 12/17)</td>
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<td>Grades 7-12 winter vocal concert 7:30 p.m. (snow date 12/22)</td>
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<td>NO SCHOOL Christmas Eve</td>
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<td>NO SCHOOL New Year’s Eve</td>
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Dates and times may be subject to change.
### January 2016

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<td>NO SCHOOL</td>
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<tr>
<td>BCMEA 10-12 Auditions @ W. Middle School (snow date 1/23)</td>
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<td>NO SCHOOL</td>
<td>Martin Luther King, Jr. Day</td>
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# MARCH 2016

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<td></td>
<td>Modified Spring sports physicals</td>
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<td>BCMEA Festival II</td>
<td>SAT exam</td>
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<td>Grade 4 Science Fair 6:30-7:30 p.m. (snow date 3/3)</td>
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<td>7-9 band/5-6 chorus/10-12 orch/10-12 jazz</td>
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<td>Kindergarten registration (by appt. only)</td>
<td>HS musical 7:30 p.m.</td>
<td>Grade 8 Science Fair 3 p.m.</td>
<td>HS musical 7:30 p.m.</td>
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<td></td>
<td>Music in Our Schools month - Week I @ Oakdale Mall perf. TBA</td>
<td>HS - Spring physicals make-up</td>
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<td>HS musical 7:30 p.m.</td>
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<td>Week 26</td>
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<tr>
<td>HS musical 3 p.m.</td>
<td>Kindergarten registration (by appt. only)</td>
<td>Music in Our Schools month - Week II @ Oakdale Mall perf. TBA</td>
<td>Modified spring sports physicals begin</td>
<td>K-5 parent/teacher conferences</td>
<td>K-5 parent/teacher conferences</td>
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<td>Week 27</td>
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<td>Modified spring sports physicals make-up</td>
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<td>Easter</td>
<td>Winter sports awards 6 p.m.</td>
<td>Kindergarten registration (by appt. only)</td>
<td>Career Expo (for sophomores)</td>
<td>HS Pops concert 7:30 p.m.</td>
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<td>Week 28</td>
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<td>National Honor Society Induction 6:30 p.m.</td>
<td>HS Senior Awards 6:30 p.m. Jazz I performs 6 - 6:30 p.m. @ HS auditorium</td>
<td>Senior class trip</td>
<td>Senior class trip</td>
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<td>HS - Algebra II/Trig (Common Core exam) Mod. sports physicals</td>
<td>Mod. sports physicals</td>
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<td>Grade 4 NYS Science Performance test</td>
<td>Grade 8 NYS Science Performance test</td>
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Week 38

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<tr>
<td>Senior class trip</td>
<td>Modified sports physicals</td>
<td>Grade 4 NYS science written exam</td>
<td>MS sports physicals</td>
<td>MS sports physicals</td>
<td>Last full day of school - HS Spring Sports Awards 6 p.m.</td>
<td>ACT exam</td>
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Week 39

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<td>Senior athletic picnic</td>
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<td>Regents Exams &amp; HS Local Exams</td>
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Week 40

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<td>Graduation BU Events Center 2 p.m.</td>
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<td>Marching Band mini-band camp #1 6 - 9:30 p.m.</td>
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**Dates and times may be subject to change.**
Marching Band mini-camp #2 6 - 9:30 p.m.

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Marching Band mini-camp #3 6 - 9:30 p.m.

Marching Band Camp week 1 12-3 p.m. 5-8 p.m.

9th-grade orientation 1:30 p.m. & 6:30 p.m.

Marching Band Camp week 2 12-3 p.m. 5-8 p.m.

JC Marching Band @ NYS Fair. Parade at 6 p.m.
Remember these school bus safety rules
• Be at your bus stop five minutes early. Stay away from the road.
• Get on the bus in single file. Use the handrail. Don’t push or shove.
• When riding on the bus, stay seated and keep hands inside the bus.
• Sit quietly. Don’t shout or throw things while on the bus.
• Get off the bus carefully. Step down and move out of the danger zone.
• Stay away from the DANGER ZONE. Always walk where the driver can see you and you can see the driver.
• If you drop something on the ground, don’t try to pick it up. Tell the bus driver.
• Be a good passenger. Follow the bus driver’s instructions.

Transportation Regulations
• A student’s child sitter’s residence must be in the district.
• A bus student is to ride the bus regularly.
• The pick up and drop off point must be the same every day.
• To ensure the safe and proper delivery of each child, no changes in the pick up and drop off point will be made without written authorization from the supervisor of transportation.
• If an emergency exists that requires the delivery of a child to a residence different from the regular pick up and drop off, the parent or legal guardian of the child must provide the building principal with a written request and contact the transportation department (607-763-1249) with the necessary information. The transportation supervisor will inform the appropriate driver(s) of the change if the request is deemed appropriate.
• The district cannot provide transportation for students wishing to ride a bus to a friend’s home, a music lesson, party, Boy Scout or Girl Scout meeting or other such activity.

Transportation Information
Letters with bus information for students including the school bus number or symbol, and the time and location of pickup are sent to every student enrolled in the district. Should you have a question about information received or if you do not receive your child’s information two weeks before school starts call the transportation office (607-763-1249) for assistance. New students, transfers, and changes will require three days to implement. Your patience and cooperation are appreciated.

Everybody has a responsibility
Bus Driver
• To drive safely at all times
• To be sure the bus is safe mechanically
• To obey all laws
• To build relationships with students and parents

Students
• To obey all safety rules
• To always cross the street in front of the bus
• To follow the bus driver’s instructions
• To be courteous to the bus driver and other students on the bus

Parents
• To make sure the children are at the bus stop on time
• To know the rules for bus riders
• To review the rules regularly with the children
• To support the bus driver if behavior problems occur

Other Motorists
• To know the school bus laws
• To always stop for a stopped school bus with its red lights flashing
• To report a school bus when the bus driver is breaking a law

Transportation Department Staff
Louis Castellucci - Director of Transportation
Holly Dennis - Secretary
Elizabeth Berner - Bus Route Coordinator
Randy Clark - Head Mechanic
Becky Dapolito - Secretary

Johnson City School District Philosophy

VISION
Educational Excellence for a Changing Tomorrow

MISSION
In partnership with our community, we inspire and promote high educational standards, optimizing every student’s potential to be a successful, socially responsible citizen.

VALUES
We embrace a culture of continuous improvement that:
• Believes our students can fulfill their greatest potential for success by being engaged, inspired and challenged
• Believes in a rigorous, relevant and dynamic curriculum supported by best practices to prepare our students for the future
• Values the whole student by providing opportunities for personal growth outside the classroom while encouraging responsibility, citizenship, and overall academic success.
• Believes in a diverse and connected school which honors the individuality and unique qualities of our students, staff and community.
• Believes in a school environment where all students, parents, and staff are treated with dignity and respect.
• Believes in fostering trust through honesty, respect, consideration, and commitment to our entire community.
• Believes our students’ success is our community’s future success.
The challenge to our student athletes: Achieving high academic and athletic standards

Educational Excellence For A Changing Tomorrow
At Johnson City we strive to provide our student athletes with excellent opportunities to participate in an interscholastic athletics program of the highest quality, with the result that their athletic experiences become an integral and valued component of their total educational experience.

To assist our student athletes in balancing academics with their athletics, Johnson City has developed and adopted the following policy:

Athletic Academic Eligibility Policy
The mission of the Johnson City Central School District is high academic standards for all students. Interscholastic athletics are an integral part of the educational program at Johnson City. Our student athletes must realize that the academic and athletic programs both strive to achieve the mission of our district. Therefore, the following academic eligibility policy is established to ensure that the district’s mission is being met:

1. Academic eligibility rules apply during the respective sports season.
2. At five-week intervals, students will be issued academic reports; home letters at the five-week mark and report cards at the ten-week mark.
3. Student athletes in grades 7-12 failing one subject will be placed on athletic probation for a period of two weeks. The probationary period starts at the date of notification. The student athlete can be removed at any time during those two weeks with the teachers’ signature on the academic eligibility form indicating the student is passing. If at the end of the two-week period the student is still failing, the student athlete is placed on the ineligibility list and are not eligible for athletic contest participation. Practice attendance will be at the discretion of their coach.
4. Student athletes in grades 7-12 failing two or more subjects are placed on the ineligibility list

and are not eligible for athletic contest participation. Ineligibility starts at the date of notification. Practice attendance will be at the discretion of the coach. The student athlete can be removed from the eligibility list at any time by completing the academic eligibility form which has the signature of the teacher(s) and athletic director indicating the student is now passing. In the event the student athlete successfully brings all failing grades except one to a passing level within the first two weeks, they become eligible for athletic contests and that student is placed on probation and has two weeks from the original notification of ineligibility to bring all grades to a passing level.
5. If after two weeks the student has not turned in forms for all failures, then they will be placed on permanent ineligibility for the remainder of the 5 week interim and may continue to attend and/or participate in interscholastic athletics by meeting all of the following criteria:
   (a) Develop a plan with the teacher to meet with them regularly after school to improve their academic standing in that class;
   (b) Complete all assigned coursework on time and exhibit appropriate school behavior at all school-related activities and events;
   (c) Achieve a passing grade for the current week.
6. It is the student athlete’s responsibility to reestablish their athletic eligibility.
7. Upon approval of the athletic director, in conjunction with the principal, will be the final determinant of a student’s eligibility.

The written academic reports are issues by the guidance department through progress reports and report cards. These reports are mailed home by the guidance office.

PPRA Notification (Protection of Pupil Rights Amendment)
PPRA [Protection of Pupil Rights Amendment] affords parents and students who are 18 or emancipated minors (”eligible students”) certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:
1. Consent before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED) -
   1. Political affiliations or beliefs of the student or student’s parent;
   2. Mental or psychological problems of the student or student’s family;
   3. Sex behavior or attitudes;
   4. Illegal, antisocial, self-incriminating, or demeaning behavior;
   5. Critical appraisals of others with whom respondents have close family relationships;
   6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
   7. Religious practices, affiliations, or beliefs of the student or parents;
   8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of:
   1. Any other protected information survey, regardless of funding;
   2. Any nonemergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screening permitted or required under State law; and
   3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use -
   Protected information surveys of students;
   1. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
   2. Instructional material used as part of the educational curriculum.

The Johnson City Central School District will develop and adopt policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The Johnson City Central School District will directly notify parents and eligible students of these policies at least annually at the start of each school year and after any substantive changes. The Johnson City Central School District will also directly notify parents and eligible students, such as through U.S. Mail, at least annually at the start of each school year of the specific or approximate dates of the following activities and provide an opportunity to opt a student out of participating in:
   -Collection, disclosure, or use of personal information for marketing, sales or other distribution.
   -Administration of any protected information survey not funded in whole or in part by ED.
   -Any nonemergency, invasive physical examination or screening as described above.

Parents/eligible students who believe their rights have been violated may file a complaint with:

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

District Dignity Act Coordinators
Dignity Act Coordinators are instructed in the provisions of the district’s Bullying/ Harassment Prevention and Intervention policy.
High School - Robert Fauver, 607-763-1256, rfauver@jcschools.stier.org
Middle School - Denise Riley, 607-763-1240, driley@jcschools.stier.org
Intermediate School - TBD
Primary School - Tracy D’Arpino, 607-763-1243, tdarpino@jcschools.stier.org

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FERPA NOTICE for the Johnson City Central School District

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("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 after the day the Johnson City Central School District receives a request for access.

Parents or eligible students who wish to ask the Johnson City Central School District to amend a record should write the school principal [or appropriate school official] a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

3. The right to provide written consent before the school discloses personally identifiable information (PII) from 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.

A school official is a person employed by the school as an ad-ministrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student’s enrollment or transfer.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the [School] to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

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

School Notice to Parents of Rights Under The Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA), a Federal Law, requires that the Johnson City Central School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child’s education records. However, the Johnson City Central School District may disclose appropriately designated “directory information” without written consent, unless you have advised the District to the contrary in accordance with district procedures. The primary purpose of directory information is to allow the Johnson City Central School District to include this type of information from your child’s education records in certain school publications. Examples include:

- A playbook showing your student’s role in a drama production;
- The annual yearbook;
- To accrediting agencies, senior honor roll and other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent’s prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, the New York State Education Law § 2-1 and two federal laws require school districts receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with student names, addresses and telephone listings – unless parents have advised the school district that they do not want their student’s information disclosed without their prior written consent.

If you do not want the Johnson City Central School District to disclose some or all directory information from your child’s education records without your prior written consent, you must notify the district in writing within 30 days after the publication of this notice. The Johnson City Central School District has designated the following information as directory information:

- Student’s name
- Address
- Telephone listing
- Electronic mail address
- Student’s Image, including video
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended

See the list below of the disclosures that elementary and secondary schools may make without consent. FERPA permits the disclosure of PII from students’ education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures of directory information, and disclosures to the parent or eligible student, §99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student –

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)[B][i]–[B][ii] are met. §99.31(a)(1)
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosures are for purposes related to the student’s enrollment or transfer, subject to the requirements of §99.34. §99.31(a)(2)
- To another school official, if the disclosure is necessary in connection with the student’s educational interest. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)[B][i]–[B][ii] are met. §99.31(a)(3)
- To the student, if the disclosure is necessary in connection with the student’s educational interest. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)[B][i]–[B][ii] are met. §99.31(a)(4)
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or compliance activity on their behalf. §§99.31(a)(5) and 99.35
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. §§99.31(a)(6) and 99.35
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system’s ability to effectively serve, prior to adjudication, the student whose records were released, subject to §§9.38. §§99.31(a)(7)
- To organizations conducting studies for, or on behalf of, the school in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. §99.31(a)(8)
- To authorizing representatives of the U. S. Comptroller General, the U. S. Attorney General, the U. S. Secretary of Education, or State and local educational authorities, such as the State educational agency in the parent or eligible student’s State (SEA). Disclosures under this provision may be made, subject to the requirements of §§99.35 and §99.39, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or compliance activity on their behalf. §§99.31(a)(9) and 99.35
- To appropriate officials in connection with a health or safety emergency, subject to §§99.36. §§99.31(a)(10)
- To appropriate officials in connection with a health or safety emergency, subject to §§99.36. §§99.31(a)(10)
- To appropriate officials in connection with a health or safety emergency, subject to §§99.36. §§99.31(a)(11)

www.jcschools.com
Immunization Requirements

All students must meet the immunization requirements of the New York State Public Health Law. PLEASE NOTE: There are new immunization requirements for the 2015-16 school year. A chart summarizing the new requirements is available at http://www.health.ny.gov/publications/12378.pdf

- A student who is in process is defined as one who has had the first dose of all required immunization series and has appointments to complete the series in accordance with the ACIP catch up schedule. See http://www.cdc.gov/vaccines/schedules/hcp/child-adolescent.html. A student who is in process must be allowed to attend school.
- Students may present proof of immunity by serology (blood test) to the following immunizations: measles, mumps, rubella, hepatitis B, varicella, and poliomyelitis.
- Medical exemptions to immunizations must be reissued annually. The written exemption must identify the immunization exempted, the medical contraindication for the exemption, and the length of time immunization is contraindicated. A sample medical exemption form is available at http://www.health.ny.gov/prevention/immunizations/schools. The medical exemption letter must be written by a licensed NYS physician. Religious exemptions must include a statement that the parent’s religious beliefs are contrary to administration of immunizing agents.

Immunizations can be obtained by contacting the Broome County Health Department at 607-778-2839.

For questions, please contact 607-763-1224.

Health Information

Annual Medical Examinations
State Education law requires a physical for each new student entering school, for every child entering kindergarten, grades 2, 4, 7, 10, and for students referred to the Committee on Special Education. Parents have the option of using private or family physician, clinics or the school physician.

Physicals done outside of school should be returned by November 1. Physical forms are available in the Health Office in each building.

New entrants and those entering grades K, 2, 4, 7, & 10 are asked to submit a current Dental Certificate to the Health Office.

Disease Control
In order to prevent the spread of disease and to insure rapid recovery with a minimum of after effects, children should be kept out of school when they have the following symptoms:
- Nasal discharge, fever or chills. Sore throat, vomiting, upset stomach.
- Severe headaches, skin disease, earache, red or discharging eyes.

If these symptoms develop into any communicable disease, other than the common cold, parents are asked to notify the health office.

Please review with your student the importance of good hand washing and personal hygiene.

Dispensing Medication
If a student takes any medication during school hours, the school district policy requires:
1. A written request from the parent or guardian.
2. The written order from the physician prescribing the medication indicating the type, purpose and dosage requirements of the medication.
3. All medication(s) must be dropped off and picked up by the parents or guardians and should be in its properly labelled container.

Emergency Care
Any student who becomes ill or requires medical attention during the school day will be referred to the health office. The nurse will determine the appropriate action to be taken.

Every student must have on file at their school an emergency card providing information if the parent or guardian cannot be reached in an emergency. It is expected that the school will be advised of any known health problems affecting the child or any changes in medical information. Please provide the nurse information on any medications your student is taking.

Emergency cards are provided by the school for completion at the start of the school year.

Physical Education Participation
State Law requires all students to participate in physical education. Students who are unable to fully participate in physical education programs will have their programs modified to meet their needs. A physician’s statement is required for students to be excused from phys.ed. class.

Athletic Physicals
All students planning to tryout/participate in interscholastic athletics must receive a sports physical. As per school board policy, this physical must be done at school by the school physician/nurse practitioner.

Prior to the physical, the parent and student must complete and sign the health history form, which can be obtained from the nurse’s office or the athletic department. Once the health history form is turned in to the nurse’s office, the student will be scheduled for the physical. Physicals for fall sports are offered in the spring before the end of the school year. Winter and spring sports physicals are held during the school year.

Before a student may practice on any team, he/she must be examined by and receive approval from the school physician. Each student participating in interscholastic sports must submit a confidential health history update properly signed by both the athlete and his/her parent/guardian prior to participation in that season’s sport.

An athlete must receive a sports physical each school year. It will cover him/her for a sport he/she may choose to take part in for that particular school year. When the student is ready to go on to the next sport, he/she needs to obtain an eligibility packet. When this has been signed by the parent and student, the student will be cleared for the next sport season, providing there have been no injuries or illness.

A sports physical is valid for one school year. It may be used for the mandated 7th- and 10th-grade physicals, as well as for working papers.
Food Service Program

The Johnson City Central School District is committed to excellence, and through this commitment recognizes the correlation between good nutrition and the child’s ability to learn. Proper foods are needed not only for physical growth, but also to impact the child’s ability to concentrate and learn.

To provide the optimum educational opportunity, the Johnson City Central School District, this year, will offer both breakfast and lunch at all of the schools.

Our program, which is sponsored by the National School Lunch and Breakfast program, also offers meals at reduced cost, or at no cost, depending on family income. We urge any family qualified to take advantage of this beneficial program. Enclosed is an application and directions. Please return completed application as soon as possible. Thank you. Any questions, please feel free to contact Bryan McCoy, Johnson City Food Services Director at 607-763-1216.

The free/reduced application must be filled out and returned by September 18.

The Food Service Department looks forward to serving your children this school year, and is proud to be an intricate part of your child’s educational experience.

Sincerely, Bryan McCoy, JC Food Services Director

School Nutrition Dept - Prepay and Save Program

We offer a prepay program in all schools for meals. Prices are:
Prepay 10 Lunches - Elem./Middle $23.50 - Receive 1 Bonus Free Meal
Prepay 10 Lunches - High School $26.00 - Receive 1 Bonus Free Meal

This money can be given directly to a cashier, in multiples of 10, and student’s accounts will be credited for each meal. Meals need not be taken everyday to participate. If students are absent, or choose not to purchase meals, the balance would remain the same. We will notify the student when the balance drops to two (2) meals. If you choose to pay online: please log onto Myschoolbucks.com. If you use a debit card, this will take up to 10 days to process. A bonus meal will be credited as long as your account has a positive balance.

Prepayment Procedures

Please enclose the following information when submitting prepayment: Student’s Name and Grade

Payments are for meals only. Moneys cannot be used for snack foods. Thank you for your cooperation and support.

Enclosed within this calendar, please find a packet of information regarding the food service program and how it may be able to help your family.

Substitute Food Service Workers

We are looking for substitute food service workers that are available on an on-call basis. Looking for individuals who enjoy working with students and are quality minded. If interested, call 763-1216 to request an application. Thank you for your interest.

Prices for meals for the 2015-2016 school year are as follows:

<table>
<thead>
<tr>
<th>Program</th>
<th>Breakfast</th>
<th>Reduced</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast Program</td>
<td>$1.50</td>
<td>$.25</td>
</tr>
<tr>
<td>Breakfast at all schools</td>
<td>$1.50</td>
<td>$.25</td>
</tr>
<tr>
<td>Elementary &amp; Middle School Lunch</td>
<td>$2.35</td>
<td>$2.25</td>
</tr>
<tr>
<td>High School Lunch</td>
<td>$2.60</td>
<td>$.25</td>
</tr>
<tr>
<td>High School Reduced</td>
<td>$2.60</td>
<td>$.25</td>
</tr>
<tr>
<td>High School Milk</td>
<td>$6.00</td>
<td>$0.60</td>
</tr>
</tbody>
</table>

Food Service Program Important Information

Policy Information: A healthy breakfast and lunch are important to a child’s academic success. Our food services department prepares meals that meet nutritional guidelines and provide a healthy variety of foods. The Board of Education recognizes that on occasion, younger students may forget to bring meal money to school. The board has adopted a meal charge policy, to help ensure students do not go hungry, but to also promote student responsibility while minimizing the financial burden to the district. Please read this important information.

OUR GOALS FOR MEAL CHARGE POLICY:
- To treat all students with dignity and respect.
- To maintain a positive experience for your child during meal service.
- To establish practices that are age-appropriate.
- To promote parents’ responsibility for meal payments and students’ self-responsibility.

WHAT IS THE CHARGE POLICY?
- Allows a student to charge meals for three days.
- In the case of subsequent meal charging, the child will be provided with alternate meals rather than the regular school breakfast and/or lunch. These meals will consist of a bowl of cold cereal and white milk for breakfast, and a cheese sandwich and white milk for lunch. In the case of a child who is lactose intolerant, an alternative meal will be provided, if medically appropriate.
- No charging of extras and snacks will be allowed.
- After the first day, the cashier will remind the student.
- Your child may voluntarily stamp his/her hand with a “need lunch money” stamp to remind them to bring their money the next day.
- By the third day of charges, a telephone call will be made to you to let you know about the charges and ask for speedy repayment.

DID YOU KNOW?
- Unpaid charges reduce the ability to pay food bills, salaries, and many other expenses.
- Unpaid charges and collection costs result in higher prices for all students.

If you have any questions, please call the Johnson City Food Services Department at 607-763-1216. Thank you for your help.
The school district does not discriminate in employment or in the education programs and activities which it operates on the basis of actual or perceived race, color, national origin, creed, religion or religious practice, ethnic group, weight, gender (identity, expression), marital status, sex, age, sexual orientation, disability or predisposing genetic characteristic in violation of Title IX of the Education Amendments of 1972, Title VI and VII of the Civil Rights Act of 1964, 42 U.S.C. 12111 et seq. known as the Americans With Disabilities Act or § 504 of the Rehabilitation Act of 1973, New York State Human Rights Law, and as mandated by the Dignity for All Students Act.

Any complaints concerning an alleged violation of this policy will be processed pursuant to the district’s anti-discrimination regulation. The District compliance officer is:

Jeffrey Paske
Director of Physical Education and Health
666 Reynolds Road
Johnson City, NY, 13790
607-763-1226

Grievance Procedure

Section 1

If any person believes that the school district or any of the district’s staff has failed to apply or has inadequately applied the principles or regulations of (1) Title VII of the Civil Rights Act of 1964, (2) Title IX of the Education Amendment Act of 1972, (3) § 504 of the Rehabilitation Act of 1973, or the Dignity for All Students Act that person may bring a formal complaint, which shall be referred to as a grievance, to the district’s compliance officer.

Section 2

Step (a): The complainant shall discuss the grievance informally with the compliance officer, or may file a written complaint with the compliance officer. The compliance officer will then investigate the substance of the complaint in a thorough and impartial manner. The compliance officer will reply to the complainant in writing within seven days of the initiation of the complaint.

Step (b): If the complainant wishes to appeal the decision of the compliance officer, the complainant may submit a signed statement of appeal to the superintendent within seven days after receipt of the compliance officer’s response. The superintendent shall meet with the complainant and any representative and make such other inquiries which the superintendent deems appropriate. Thereafter, the superintendent shall set forth a conclusion and respond in writing to the complainant within 14 days.

Step (c): If the complainant is not satisfied with the conclusion of the superintendent, the complainant may appeal through a signed, written statement to the board of education within seven days of receipt of the superintendent’s response in Step (b). In an attempt to resolve the grievance, the board of education shall meet with the complainant and any representative within 30 days of receipt of such an appeal. The board’s written disposition of the appeal shall be sent to the complainant within ten days of this meeting.

Step (d): If the grievance has not been satisfactorily settled at Step (c), further appeal may be made to the Office of Civil Rights, Department of Education, Washington, DC 20201.

Section 3

The compliance officer, on request, will provide a copy of the district’s grievance procedure to any employee or student of the district. A copy of each of the Acts and Regulations upon which this notice is based will be made available upon written request directed to the district’s compliance officer. When used in this policy, days shall mean calendar days. The words person and complainant shall include an employee as well as a student of the district. Inquiries concerning the nondiscrimination policy may be made to Director, Office for Civil Rights, Department of Education, Office for Civil Rights, Department of Education, Washington, DC 20201.

Publications

The school district shall promulgate this policy and sexual harassment policy as follows:

• A copy of this policy and the sexual harassment policy will be sent electronically or in paper form to each employee every school year. Employees hired during the school year, will receive these policies during the hiring process.
• These policies shall be published as part of the district’s student and faculty handbooks.
• These policies shall be published annually by the district.

Annual publications shall contain the name, business address and telephone number of the district’s compliance officer.

Employment Application

Each employment application of the school district shall contain the following language:

• The school district does not discriminate in employment or in the education programs and activities which it operates on the basis of actual or perceived race, color, national origin, creed, religion or religious practice, ethnic group, weight, gender (identity, expression), marital status, sex, age, sexual orientation, disability or predisposing genetic characteristic in violation of Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, or § 504 of the Rehabilitation Act of 1973 and the New York State Human Rights Law, and as mandated by the Dignity for All Students Act.

Administration

Mary Kay Fry
Superintendent of Schools

Eric Race
Assistant Superintendent for Administration

Elisa Eaton
Director of Special Services

Jeffrey Paske
Director of Health and Athletics

Board of Education Members

Richard (Rocky) G. Martinez
President

Shannon M. Edmondson
Vice President

Nicholas J. Matyas
District Clerk

Board Members

Debra Walsh Clarke
Jeanette Farr
Matthew T. Jablonski
Ronald J. Zarzycki

Holidays and Days Off

Labor Day - September 7, 2015 1
Columbus Day - October 12, 2015 1
Veterans Day - November 11, 2015 1
Thanksgiving Recess - November 25-27, 2015 3
Winter Recess - Dec. 24, 2015 - Jan. 1, 2016 9
Martin Luther King, Jr. Day - Jan. 18, 2016 1
Mid-Winter Recess - February 12-15, 2016 4
Spring Recess - March 21-25, 2016 5
Memorial Day Recess - May 27-30, 2016 2

Superintendent’s In-service Days

September 8, 2015
September 9, 2015
March 11, 2016

Total Possible Days of Attendance

Students 183 Staff 186

Priority of Make-up Days

1 - May 27, 2016
2 - March 21, 2016
3 - March 22, 2016

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Polling Places

The district has two polling places for the annual budget vote that is held the third Tuesday in May of each year. Residents must vote at the proper location. For assistance in determining your polling place, please consult the district’s web page OR, you can call 607-763-1230.

Registration

The district maintains a permanent voter registration file. Residents who have voted in any election within the past four years need not register each year. New residents, or those not registered, may do so Wednesday, May 11 from 9 a.m. to 6 p.m. at two locations: Johnson City High School, 666 Reynolds Road, and the Family Enrichment Network, 24 Cherry Street.

Absentee Ballot

The Board of Education, at the regular meeting on October 12, 1999, implemented a procedure for absentee ballots for school district meetings and elections in accordance with Education Law Section 2018-a. Applications for absentee ballots may be picked up at the District Office, 666 Reynolds Road, Johnson City; or may be downloaded from the district website (go to www.jcschools.com; click on Business & Operations, then click on Absentee Ballot Applications). A request for an application must be received by the district clerk or a designee of the Board of Education at least seven (7) days before said vote if the ballot is to be mailed to the absentee voter or by the date before if the ballot is to be delivered personally to said voter. Absentee ballots must be received by the district clerk or designee no later than 5 PM on the day of the vote.

School District Election

You may vote in a school district election if you:
1. are a U.S. citizen
2. are at least 18 years of age
3. are a resident of the school district for 30 days preceding the election and you are a registered voter
4. have not been adjudged mentally incompetent or a convicted felon in any state of the United States or in a federal district court

The District maintains a permanent voter registration file. Any resident who votes once in four years does not need to register each year. A registration day is held each year about a week before the annual election for new residents or those not previously registered.

The Board of Education holds budget work sessions each year when board members review and discuss all areas of the budget. These work sessions are open to the public. You are invited to attend these meetings to follow the budget process. Prior to adoption of the budget, the board holds a budget hearing to answer questions and receive comments and suggestions from district residents. The date of the budget hearing will be announced in the spring. The budget vote is always the third Tuesday in May as set by the state of New York.

Contact the Central Office at 607-763-1230 for any information or questions concerning registration and/or election.

District Procedures and Consequences for Illegal Drug, Alcohol or Tobacco Use

The following procedures and consequences will be followed in the Johnson City Central School District if any student is in violation of the rules pertaining to the illegal use, possession, gift or sale of illegal drugs, alcohol or tobacco on school property or during a school event:

**CONTROLLED SUBSTANCE/PARAPHERNALIA**

Any incident involving use, possession, sale or gift of controlled substance or paraphernalia:
- Parental/guardian notification
- The student will be assigned five days of out-of-school suspension
- The student will be suspended/excluded from extracurricular activities during the period of out-of-school suspension. Suspension from activities beyond the out-of-school suspension period will be considered.
- Law enforcement agency(ies) will be notified
- Superintendent of schools will be notified
- Superintendent’s hearing will be scheduled

**ALCOHOLIC BEVERAGE**

First incident involving alcoholic beverage:
- Parental/guardian notification
- The student will be assigned five days of out-of-school suspension.
- The student will be suspended/excluded from extracurricular activities during the period of out-of-school suspension. Suspension from activities beyond the out-of-school suspension period will be considered.
- Law enforcement agency(ies) will be notified.
- Superintendent of schools will be notified.
- Superintendent’s hearing will be scheduled.

Second incident involving alcoholic beverage:
- Parental/guardian notification
- The student will be assigned five days of out-of-school suspension.
- The student will be suspended/excluded from extracurricular activities during the period of out-of-school suspension. Suspension from activities beyond the out-of-school suspension period will be considered.
- Law enforcement agency(ies) will be notified.
- Superintendent’s hearing will be scheduled.

**TOBACCO PRODUCTS**

Any incident involving smoking and/or the use of tobacco products/synthetic cannabinoids, lookalike drugs and e-cigarettes will be subject to progressive discipline, including, but not limited to:
- Parental/guardian notification;
- Discipline ranging from detention, to out-of-school suspension, to Superintendent’s hearing, depending upon the incident or number of incidents;
- Student suspension and exclusion from extracurricular activities during suspension.
- Law enforcement agency(ies) will be notified.
- Superintendent’s hearing will be scheduled.
To sign up for an athletic team, the process starts first with getting a school physical. It is school board policy that all student-athletes have an athletic physical completed by the school doctor. Please contact your school nurse prior to the physical dates to set up a physical.

High school sports physicals for the 2015-2016 school year are scheduled for May 4, 5, 10, 11, 12, 17, 18, 24, 25, 26.

To view the manual, please visit the Johnson City Central School District website for your convenience.

Contact the building principal if you would like to review the manual.

The Board of Education
The Johnson City School District’s Board of Education is composed of seven members, elected at large by district voters. These members serve five-year, overlapping terms without pay. As elected representatives, members of the Board of Education are responsible for conducting the business of the school district within the laws of the state and the regulations of the New York State Commissioner of Education.

Board Meetings
The Johnson City Board of Education usually holds its regular business meetings on the second and fourth Tuesdays of each month. Meetings are held at 7 p.m. in the board room, which is located in the Central Administration wing of the high school building. Dates and locations of special meetings, if scheduled, will be announced during the school year.

Time is always provided at Board of Education meetings for district residents to discuss or question items on the agenda. Speakers are asked to give their names and addresses. The meeting schedule is also posted on the district website.

Asbestos Notice
As a requirement of the Asbestos Hazard Emergency Response Act (AHERA), the Johnson City Central School District must notify in writing, parents, teachers, and employee organizations of the availability of the asbestos management plan.

The district has completed our required six-month inspections. The asbestos management plan is located in the district central administration offices and the high school main office. If anyone would like to examine the reports, they may do so by calling assistant superintendent for administration, Mr. Eric Race at 607-763-1225 to set up an appointment.

Fire Inspections On File
Each year, the Johnson City School District is required by Section 155.3 of the Regulations of the Commissioner of Education, and the fire prevention standards of the State Fire Prevention and Building Code to conduct a fire safety inspection of all facilities owned, leased, or operated. Completion of this process results in the issuance of a Certificate of Occupancy for each building. All final reports are located at the district central administration offices and are available for review by calling 607-763-1225.

Pesticide Application Notice
Pursuant to regulations adopted by New York state, the Johnson City Central School District is required to provide notification of the use of any pesticide applications that fall under the list provided in the legislation. In the event that the need arises, notifications will occur as described in the district’s policy. For questions concerning pesticide management, or to be put on the 48 hour notification list, please call assistant superintendent for administration, Mr. Eric Race at 607-763-1225.

School District Policy Manuals:
NOTICE TO ALL DISTRICT RESIDENTS
Johnson City Central School District Policy Manuals are available in each school main office, as well as on our district website (www.jcschools.com) for your convenience. Contact the building principal if you would like to review the manual.

www.jcschools.com
Important School District Phone Numbers

**Postal Patron**
ECRSS
CURRENT RESIDENT OR
ECRWSS
POSTAL PATRON

Please Return to:
Business Office
Johnson City Central School District
666 Reynolds Road
Johnson City, NY 13790

Nonprofit
Organization
U.S. Postage Paid
Norwich, NY
Permit No.

Johnson City Central School District Offices
666 Reynolds Road, Johnson City
Superintendent of Schools ...................... 763-1230
Assistant Superintendent for Admin ........ 763-1225
Business Office ........................................ 763-1218
Buildings and Grounds ............................ 763-1225
Health, PE, Athletics ............................... 763-1226
Information Services ............................... 763-1247
Personnel/Instruction ............................. 763-1229
Student Services ..................................... 763-1224
Teachers Center ...................................... 763-1262
Transportation ........................................ 763-1249
Food Services ......................................... 763-1216

Primary (K-2)
601 Columbia Drive, Johnson City
Daniel Erickson - Principal
Tracy D’Arpino - Assistant Principal
Main Office ................................................ 763-1243
Student reporting hours - Monday through Friday, 8:40 AM - 3:08 PM
Extra Help 3:08 p.m. - 3:50 p.m.
Late Bus at 3:50 p.m. when available.

Intermediate (3-5)
601 Columbia Drive, Johnson City
Margaret Kucko - Principal
TBD  - Assistant Principal
Main Office ................................................ 763-1254
Student reporting hours - Monday through Friday, 8:40 AM - 3:15 PM
Extra Help 3:15 p.m. - 3:50 p.m.
Late Bus at 3:50 p.m. when available.

Middle School (6-8)
601 Columbia Drive, Johnson City
Joseph Guccia - Principal
Denise Riley - Assistant Principal
Ahlpheh Wilson - Dean of Students
Main Office ......................................... 763-1240
Attendance ......................................... 763-1246
Guidance ............................................ 763-1242
Student reporting hours - Monday through Friday, 7:40 a.m. - 2:15 p.m.
Extra Help 2:15 p.m. - 3 p.m. (Mon., Tues., and Thurs.)
Late Bus at 3 p.m. when available.

Johnson City Senior High School  (9-12)
666 Reynolds Road, Johnson City
Kimberly Beukema, Principal
Robert Fauver, Assistant Principal
TBD, Assistant Principal
Main Office ....................................... 763-1256
Academic Departments .................... 763-1200
Guidance .......................................... 763-1210
Health, PE, Athletics ......................... 763-1226
Student reporting hours - Monday through Friday, 7:45 a.m. - 2:25 p.m.
Extra Help Monday - Friday - 2:30 p.m. - 3 p.m.
Late Bus at 3 p.m. when available.

Important School District Phone Numbers

24/7 Newsroom and Public Information Services
www.jcschools.com

If an emergency should arise when school is in session, students will be transported home.
Your children should be instructed what to do if you are not home during the day.

School closings, delays in opening or early dismissals due to inclement weather or other emergencies will be announced by local radio and television stations as soon as a decision is made. Please do not call the stations or schools. Simply listen to the radio or watch television for announcements. No announcement will be made if school is operating normally.

Our district homepage (www.jcschools.com) has a section just below the main banner which will alert you to any emergency closings.

The District uses School Messenger, an automated telephone communication service to announce emergency closings or early dismissals. The system is used for other school related announcements.

Please make sure that emergency contact information is up-to-date. The system uses parent/guardian phone numbers to notify you of any such announcements.

School closings, delays in opening or early dismissals due to inclement weather or other emergencies will be announced by local radio and television stations. Please make sure you are aware of any such announcements.

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