

#### A Message from the Superintendent of Schools Mark Secaur, Ed.D.

Dear Smithtown Community,

The Smithtown Central School District is very excited for the return of our students and staff as we gear up for the 2024-2025 school year. A great deal of work has occurred to prepare ourselves for the beginning of the school year and the magic that occurs between our students and the staff who serve them. We look forward to another amazing year of learning and growth for our students. As our buildings once again become vibrant centers of teaching and learning, we stand ready to assist you and your children throughout the year and beyond.

Our calendar is an important source of information for our school community. In addition to providing particulars that will help you to map out your upcoming days, weeks, and months, it also shares details related to District policies, procedures, and contact information. Our website is another source for this valuable information.

We look forward to seeing you at one of the many wonderful events we have planned throughout the year to showcase our students and the work our staff does to meet their needs.

On behalf of the Board of Education and our dedicated staff, we wish you a safe and successful school year.

Sincerely,

Mark Secaur, Ed.D. Superintendent

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# Calendar & Directory 2024-2025

#### **School and District News**

School news is published in the *District Digest* and is also distributed as widely as possible through local papers and our building PTA units. The *Digest* is mailed to all district residents.

In addition, for more information, visit the District website at www.smithtown.k12.ny.us

#### **Board of Education**

President - Michael Catalanotto 6th year - term expires 2025

Vice President - Michael Saidens 9th year - term expires 2025

Matthew Gribbin 8th year - term expires 2026

John Savoretti 4th year - term expires 2026

Kevin Craine 2nd year - term expires 2026

Emily Cianci 1st year - term expires 2027

Dana Fritch 1st year - term expires 2027

> District Clerk Maureen O'Connor 631-382-2012

#### **Smithtown Central School District**

#### Administration

General Information	631-382-2000
Superintendent of Schools Mark Secaur, Ed.D.	631-382-2006
Assistant Superintendent for Instruction Kevin Simmons, Ed.D.	631-382-2030
Assistant Superintendent for Finance & Operations Andrew Tobin	631-382-2115
Assistant Superintendent for Personnel Services Neil Katz	631-382-2160
Assistant Superintendent for Pupil Personnel Services Daniel Helmes	631-382-2070
Assistant Superintendent for Curriculum and Assessment Paul Strader II	631-382-2035
Coordinator of Physical Education, Health, Athletics and Nurses Jason Lambert	631-382-2100
Director of Facilities Daniel Leddy	631-382-4130
Transportation Supervisor Mary Augugliaro	631-382-4100

#### 2024-2025 School Calendar

A list of the days schools will be closed is noted below.

#### **SEPTEMBER**

- 2 Labor Day
- 3-4 Supt. Conf. Day (Staff Only)
- 5 First Day of School

#### **OCTOBER**

- 3-4 Rosh Hashanah
- 14 Columbus Day

#### **NOVEMBR**

- 5 Supt. Conf. Day (Staff Only)
- 11 Veteran's Day
- 27-29 Thanksgiving Recess

#### **DECEMER**

5-6 Elem. Conf. (No School Elementary)

23-31 Winter Recess

#### **JANUARY**

- **1** Winter Recess
- 20 Martin Luther King Day
- 29 Lunar New Year

#### **FEBRUARY**

17-21 President's Day and Mid-Winter Recess

#### **MARCH**

6 Elem. Conf. (1/2 Day Elementary)

#### **APRIL**

14-18 Spring Recess

#### **MAY**

23-26 Memorial Day

#### JUNE

- 19 Juneteenth
- 25 1/2 Day Elementary Students
- 26 1/2 Day Elementary Students and Last Day of School
- 27 Supt. Conf. Day (Staff Only)

### School Time Schedules 2024-2025 School Year

School time schedules for the 2024-2025 school year are printed below. Transportation has been arranged to meet these scheduled times. Regularly scheduled 3:10 p.m. Wilson Tech. bus will begin to operate on the first day of school.

		<u>A.M.</u>		<u>P.M.</u>			
Schools	Buses Arrive	School Day	School Day	Buses Arrive	Buses Depart	Wilson Tech. Shuttle Bus Depart	Late Buses Depart
High School East	7:10-7:15	7:20	2:03	1:58	2:13	3:10	4:10/5:10
High School West	7:10-7:15	7:20	2:03	1:58	2:13	3:10	4:10/5:10
Accompsett MS	7:30-7:40	7:50	2.33	2:32	2:48		4:20/5:20
Great Hollow MS	7:30-7:40	7:50	2:33	2:32	2:48		4:20/5:20
Nesaquake MS	7:30-7:40	7:50	2:33	2:32	2:48		4:20/5:20
Accompsett	9:15-9:25	9:30	3:35	3:40	3:48		
Dogwood	9:15-9:25	9:30	3:35	3:40	3:48		
Mills Pond	9:15-9:25	9:30	3:35	3:40	3:48		
Mt. Pleasant	9:15-9:25	9:30	3:35	3:40	3:48		
St. James	9:15-9:25	9:30	3:35	3:40	3:48		
Smithtown	9:15-9:25	9:30	3:35	3:40	3:48		
Tackan	9:15 <del>-9</del> :25	9:30	3:35	3:40	3:48		
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#### **School Calendar Abbreviation Key:**

#### **Building Names**

AEL	Accompsett Elementary
AMS	Accompsett Middle School
DEL	Dogwood Elementary
<b>GHMS</b>	<b>Great Hollow Middle School</b>
HSE	Smithtown High School East
HSW	Smithtown High School West
MPE	Mills Pond Elementary
MTP	Mt. Pleasant Elementary
NMS	Nesaquake Middle School
NYA	Joseph M. Barton Building
	New York Avenue
SEL	Smithtown Elementary
SJE	St. James Elementary
TEL	Tackan Elementary

#### Other

ACE	<b>Adult Continuing Education</b>
ACT	American College Test
Comm.	Committee
Exec.	Executive Board
Gen.	General Meeting
Gr.	Grade
K	Kindergarten
NHS	National Honor Society
PTA	Parent/Teacher Association
PTSA	Parent/Teacher/Student
	Association
SAT	Scholastic Aptitude Test
SEP	School-wide Enrichment
	Program
SEPTA	Special Education Parent/
	Teacher Association

#### DAYS OF RELIGIOUS OBSERVANCE

Following are some of the major religious observance days that occur during the school year on a day when school is in session. Pupils may be excused upon prior written request of the parent/guardian. These days are not legal holidays. The attendance register will be maintained as on other days.

<b>2024-2025 Dates</b>	Days of Religious Observance
October 16	Sukkot (Ends October 23)
October 23	Shemini Atzeret-close of Sukkot ends sunset 10/25
October 24	Simchat Torah-close of Sukkot (ends sunset 10/25)
November 1	All Saints Day
December 25	Hanukkah (Ends 1/2/25)
January 7	Orthodox Christmas Day
March 5	Ash Wednesday
March 1	First Day of Romadan
March 3	Orthodox Lent Begins
April 4/12-4/20	Concluding days of Passover
May 29	Ascension Day
June 1-3	Shavuot



#### EMERGENCY SCHOOL CLOSING PROCEDURES

In preparation for the upcoming school year, parents and students should familiarize themselves with emergency school closing procedures. The following radio and television stations have agreed to broadcast news about emergency closings:

WALK (1370 AM, 97.5 FM) WBLI (106.1 FM) News 12 – Channel 12 FIOS 1

If there is any doubt about school being open or closed, listen to these radio stations, watch News 12/FIOS 1 or visit our website at www.smithtown.k12.ny.us. Residents are requested not to telephone the school office when weather is bad. Too many calls tie up vital phone lines, making it much more difficult to keep everything running smoothly.

Smithtown also has "delayed opening" and "early dismissal" procedures. When it appears that the weather will improve early enough, the school district will institute its "delayed opening" procedure. The radio stations will be notified, and bus and opening time schedules will be delayed from one to two hours, depending upon the individual situation. Dismissal will remain the same when possible.

If inclement weather makes it necessary to dismiss students early, the radio and television stations will be notified, and the district automated calling system will be activated.

#### 2024-2025 Testing Schedule

#### **Reporting to Parents**

#### **Elementary Level**

To provide parents with a comprehensive appraisal of their child's progress in all areas, Smithtown uses both written reports and parent-teacher conferences which will be held *November 5, December 5-6, 2024 and March 6, 2025.* Additional conferences may be scheduled as needed at the request of either teacher or parent. Written reports will be provided three times per year.

#### **Secondary Level**

Parents should look for their children's report cards within approximately two weeks of the end of each marking period indicated below. Secondary report card grades will also be available on the Parent Portal within one week of the end of each marking period.

If you have a question concerning your child's progress, contact the teacher or guidance counselor.

#### **Marking Periods**

#### Quarter

#### Middle School and High School

- September 5, 2024 November 8, 2024
- 2 November 12, 2024 January 24, 2025
- 3 January 27, 2025 April 4, 2025
- 4 April 7, 2025 June 27, 2025

**Note:** Last marking period dates are dependent upon exam schedules and may be changed.

Date	Grade	Test
October 26, 2024	10/11	PSAT- High School East and West
November 2, 2024	11/12	SAT- High School West
March 8, 2025	11/12	SAT- High School West
April 8-9, 2025	3	NYS English Language Arts Assessment
April 8-9, 2025	4	NYS English Language Arts Assessment
April 8-9, 2025	5	NYS English Language Arts Assessment
April 8-9, 2025	6	NYS English Language Arts Assessment
April 8-9, 2025	7	NYS English Language Arts Assessment
April 8-9, 2025	8	NYS English Language Arts Assessment
April 14-May 23, 2025	K-12	NYSESLAT (Speaking)
April 29-30, 2025	3	NYS Mathematics Assessment
April 29-30, 2025	4	NYS Mathematics Assessment
April 29-30, 2025	5	NYS Mathematics Assessment
April 29-30, 2025	6	NYS Mathematics Assessment
April 29-30, 2025	7	NYS Mathematics Assessment
April 29-30, 2025	8	NYS Mathematics Assessment
May 3, 2025	11/12	SAT - High School West
May 12-23, 2025	K-12	New York State English As a Second Language Achievement Test -NYSESLAT (Listening, Reading, Writing)
May 7, 2025	5	NYS Grade 5 Science Written Assessment
May 7, 2025	8	NYS Grade 8 Science Written Assessment

TENTATIVE

Regent Exams - January 21-24, 2025

June 10-11, 17-18 & 20-25, 2025

#### AIMS & OBJECTIVES

The Smithtown School District is dedicated to educating students to develop desired moral, ethical, and cultural values, to stimulate and expand a continual learning process and to cultivate an understanding and appreciation of the rights and responsibilities of American citizens, which will enable them to function effectively as independent individuals in a democratic society.

The educational program strives to provide each child with the fundamental academic skills and basic knowledge required for his/her maximum educational development, the opportunity for each child to develop his/her interests and abilities to the fullest extent according to his/her individual potential, and special services to promote the physical, mental and emotional development of each child. It is the District's goal to foster in students good work habits, integrity, self-discipline, good sportsmanship, self-confidence, and a sense of purpose.

#### PESTICIDE NOTIFICATION

New York State Education Law, Section 409-H, requires schools to provide written notification regarding actual or potential use of pesticides throughout the school year. The District is also required to maintain a list of students, parents or staff members who wish to receive a 48-hour prior written notification of specific pesticide applications in the District. This is to advise there have been no additional applications since the last notification.

The Smithtown School District, since 1992, has utilized an integrated pest management program (IPM) in order to restrict or eliminate entirely the use of pesticides in or around District facilities. The School District's IPM program includes the use of a contracted firm, expert in conducting integrated pest management programs. This firm conducts monthly inspections of all District facilities and takes appropriate remedial measures to eliminate or reduce the presence of insects or other pests.

While the District does not anticipate any situation where there will be a need to provide notification of a pesticide application 48 hours in advance, if you would like to receive such notification if one were required, please send a postcard or brief letter to Director of Facilities, Smithtown Central School District, 26 New York Avenue Unit 1, Smithtown, New York 11787, requesting pesticide application notification. Please include the school building for which you would like to be notified and your name and address. In the unlikely event an application of a regulated pesticide application is required, the District would not apply such chemicals unless the school was to remain unoccupied for a continuous 72 hours following the application. In doing so, a 48-hour notification would not be required.

### TITLE IX OF THE EDUCATION AMENDMENT OF 1972

The Smithtown Central School District does not discriminate on the basis of race, color, or national origin in the employment and educational opportunities it offers, including vocational educational opportunities.

Also, as required by Title IX of the Educational Amendments of 1972, the Smithtown Central School District, Smithtown, New York does not discriminate on the basis of sex in the educational programs or activities which it provides (including vocational programs), appointment of employees, employment pay and benefits, counseling services for students, access by students to educational programs, course offerings, textbooks and student activities.

The Title IX Coordinator will provide information, including information on complaint procedures, to any student or employee who feels that her or his rights under Title IX may have been violated by the District or its officials. His/her office is in the Joseph M. Barton Building, 26 New York Avenue, Smithtown, New York. In addition, any student or employee may make an inquiry or a complaint directly to the Federal Office for Civil Rights.

#### **TITLE 45**

Unless objection to any of the specific items of information following is submitted in writing by parent or legal guardians or by those students themselves who are over the age of 18 years, the Smithtown Central School District herewith gives notice of intention to provide, release, or publish in newsletters, school or student newspapers, magazines, yearbooks, Internet, or other publications, daily or weekly newspapers, athletic programs, news releases and/or all of the following information pertaining to students as may be appropriate under the circumstances: Name, age, height, weight, grade, major field of study, participation in recognized sports programs, academic honors, achievements, awards, scholarships, and similar information under Title 45. Parents who do not desire release of any of the above directory information must make a specific request in writing to the Superintendent of Schools. Failure to make such a request shall be deemed consent to release, provide or publish the directory information.

#### PARENTS FOR MEGAN'S LAW

In order to provide parents/guardians and residents with information concerning convicted sex offenders, the school district is utilizing a no-cost sex offender alert notification program. Upon voluntary registration, Parents for Megan's Law (PFML) will e-mail district residents information about newly registered convicted sex offenders and direct residents to the Parents for Megan's Law website, where they can access a full copy of the notification. If you have not already registered to receive these notifications, please contact the Parents for Megan's Law Helpline at (631) 689-2672 or go to the Parents for Megan's Law website at www.parentsformeganslaw.org and click the "E-mail Alert link."

#### **DIPLOMA REQUIREMENTS**

YES(C)



REGENTS DIPLOMA		ADVANCED REGENTS DIPL	<u>OMA</u>
REQUIRED COURSES	Credits	REQUIRED COURSES	Credits
English	4	English	4
Social Studies	4	Social Studies	4
Mathematics	3(A)	Mathematics	3(A)
Science	3(A)	Science	3(A)
Health	.5	Health	.5
The Arts	1	The Arts	1
CORE CREDITS -Subtotal	<u>15.5</u>	CORE CREDITS-Subtotal	<u>15.5</u>
World Language	1	World Language	3(B)
Physical Education	2	Physical Education	2
Electives	3.5(D)	Electives	1.5(D)
<b>TOTAL CREDITS:</b> (required minimum)	22	<b>TOTAL CREDITS:</b> (required minimum)	22
ASSESSMENTS			
REGENTS ENGLISH	YES	ASSESSMENTS	
REGENTS MATH	YES	REGENTS ENGLISH	YES
2nd & 3rd REGENTS MATHEMATICS	NO VEG(E)	REGENTS MATH (3)	YES
REGENTS GLOBAL HISTORY & GEOGRAPHY	YES(E)	REGENTS GLOBAL HISTORY & GEOGRAPHY	YES(E
REGENTS US HISTORY & GOVERNMENT	YES(E)	REGENTS US HISTORY & GOVERNMENT	YES(E
REGENTS SCIENCE	YES	REGENTS SCIENCE (2)	YES
2ND REGENTS SCIENCE	NO	FLACS CHECKPOINT B	YES(E

#### FOOTNOTES FOR DIPLOMA REQUIREMENTS CHART

FLACS CHECKPOINT A

A. Students may meet the learning standards in technology, either through a course in technology education or through an integrated course combining technology with mathematics and/or science. A commencement-level course in technology education may be used as the third unit of credit in science or mathematics, but not both.

RECENTS DIPLOMA

- To earn the advanced designation, the student must complete one of the following:
  - 1. World Language (total of 3 credits) and pass FLACS checkpoint B exam.
  - 2. Career and Technical Education (CTE) (5 credits), including one credit in a Language other than English.
  - 3. The Arts (5 credits), including one credit in World Language.
- C. Students must pass a World Language course in grade 7 & 8 as well as pass the FLACS checkpoint A Exam in grade 8 or a Level 1 high school language course in order to earn one unit of credit toward the high school diploma.
- Elective credit can be earned for any course which is not being used to fulfill a core credit requirement (Arts, CTE, English, World Language, Math, Science, Social Studies)
- New Graduation Pathways ("4+1" option) As of January 2015, rigorous assessment pathways in the Arts; World Language/Biliteracy; Career & Technical Education (CTE); Humanities, and Science, Technology, Engineering & Mathematics (STEM) and meet all of the requirements of the CDOS commencement credential (as of March 2016) can be used to meet graduation assessment requirements in place of Global History & Geography Regents or US History & Government Regents. Additional Notes:
  - 1. Students with disabilities who first enter grade 9 in September 2005 and thereafter, a score of 55-64 may be considered a passing score on any Regents Exam required for graduation with a local diploma.
  - 2. Additionally, students with disabilities can use the compensatory safety net option to graduate with a local diploma. Students who score a 45-54 on one or more required Regents exam may compensate with scores higher than 65 on other Regents exams. Attendance and a passing course grade are required. English and Math Regents scores must be at a score of at least a 55 or a successful appeal of a score between 52 and 54 on both exams.
  - 3. Students who first enter grade 9 in 2008 and thereafter must score 65 or above on 5 regents exams to receive a Regents diploma and 8 regents exams and FLACS checkpoint B exam to receive an Advanced Regents diploma.

More information is available at www.nysed.gov

Good Luck, Class of 2025

YES(E)

YES(E) YES

YES(B)

#### FAMILY EDUCATION RIGHTS AND PRIVACY ACT

Parents and eligible students\* have the following rights under the Family Educational Rights and Privacy Act of 1974 (FERPA).

- ⇒ The right to inspect and review the student's education record.
- ⇒ The right to exercise a limited control of other people's access to student records.
- ⇒ The right to seek to correct the student's education record if believed to be in error.
- ⇒ The right to report violations of FERPA to the appropriate federal agency.
- ⇒ The right to be informed about FERPA rights.

\*All rights and protections given parents under the FERPA and this procedure transfer to the student when he or she reaches the age of 18 or enrolls in a post-secondary school. The student then becomes an "eligible student." The following information is designated as student "Directory Information:" Student's name, address, date of birth, grade level, extra-curricular participation, awards or honors, photograph, height and weight ( if a member of an athletic team), previous school attended, parent's name. "Directory Information" may be disclosed without prior written consent. Parents or eligible students will have two weeks from the beginning of the school year or date a student enrolls to advise the school district, in writing, of any and all items they refuse to permit the district to designate as directory information for the balance of the school year.

#### SECTION 504 OF THE REHABILITATION ACT OF 1973

The Smithtown Central School District, Smithtown, New York, hereby gives notice that it does not discriminate on the basis of handicap in violation of Section 504 of the Rehabilitation Act of 1973. The District further gives notice that it does not discriminate on the basis of handicap in admission or access to its programs and activities, including vocational education programs. No person shall be denied employment solely because of any physical, mental or medical impairment which is unrelated to the person's ability to engage in the activities involved in the job for which application has been made.

Inquiries concerning this policy may be referred to Section 504 Coordinator, 26 New York Avenue, Smithtown, New York.

The secondary vocational education opportunities available to District residents under the age 21 are listed in the handbooks and curriculum guides prepared by the high school.

### REQUESTS FOR ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

The Smithtown Central School District is committed to providing opportunities for participating in the services, programs and activities of the district to persons with disabilities, equal to that of other persons. If any adult requires accommodations please contact the school building these accommodations are needed within or the office of the Assistant Superintendent for Personnel Services, 26 New York Avenue, Smithtown, New York 631-382-2165. If any student requires accommodations please contact your child's school or the office of the Assistant Superintendent for Pupil Personnel Services, 26 New York Avenue, Smithtown, New York 631-382-2075.

#### **NOTIFICATION**

The Smithtown Central School District hereby advises students, parents, employees, job applicants, and the general public that it offers employment and educational opportunities, including vocational education, without regard to age, sex race, color, religion, creed, national origin, marital status, veteran status, or disability. Inquiries regarding this nondiscrimination policy may be directed to:

- A. Title IX Coordinator & Compliance Officers
  Assistant Superintendent of Personnel and Assistant Superintendent for Pupil
  Personnel Services
  Smithtown Central School District
  26 New York Avenue Unit 1
  Smithtown, New York 11787
  Telephone (631) 382-2070
- B. Section 504 Coordinator & Compliance Officer
   Assistant Superintendent for Pupil Personnel Services
   Smithtown Central School District
   26 New York Avenue Unit 1
   Smithtown, New York 11787
   Telephone (631) 382-2070

#### TRANSPORTATION

Transportation Department for Smithtown CSD is 631-382-4100. Monday through Friday 8 AM to 4 PM.

Before 8 AM and after 4 PM: Towne Bus (large buses) @ 631-862-2019 and Suffolk Trans (mini buses) @ 631-737-0695 x16.

#### **Centralized Registration**

26 New York Avenue, Smithtown, NY 11787 631-382-2024

The Smithtown Central School District utilizes a centralized registration process. Registration forms and directions are located on our website: <a href="https://www.smithtown.k12.ny.us/Parents/Enrolling-Your-Child">https://www.smithtown.k12.ny.us/Parents/Enrolling-Your-Child</a> Listed below are the items necessary to complete registration.

- 1. **Proof of Your Child's Age** such as a Birth Certificate, Baptismal Record or Passport. If you do not have any of these proofs, you can use other documents issued in the student's name (if the documents have been in effect for at least two years) such as Driver's License, State or Governmental ID, School Photo ID, School Photo ID with date of birth, Consulate ID card, hospital or health records, Military dependent ID card, other documents from federal/state/local agencies (ex: Department of Social Services, Office of Refugee Resettlement), Court Orders, Native American tribal document, records from international aid agencies or voluntary agencies.
- 2. Parent/Guardian Photo ID uch as a Driver's License or Passport.
- 3. **Immunization Record** from Physician with all inoculations listed with a doctor's stamp.

Immunization Guidelines: Refer to District Website for specific grade level requirements.

4-5 doses of Diphtheria Toxoid, Tetanus Toxoid and Pertussis (DPT)

1 dose Tdap for children born on or after January 1, 1994 and entering 6th grade

3-5 doses of polio (usually OPV or IPV)

2 doses measles for all children born after January 1, 1985

1 dose live rubella after age of 12 months

1 dose live mumps after age of 12 months

3 doses Hepatitis B for children born on or after 1/1/93

2 doses of Varicella (chickenpox) for children born on or after January 1, 1998 and

6th Graders born after 1/1/1994 entering school on or after 9/1/2005.

1 dose of meningococcal conjugate vaccine (Menactra or Menervo) is required for students entering grades 7, 8 and 9 and a 2nd dose in grade 12 is required if the first was given under the age of 16.

- 4. **Proof of Residency** such as a Mortgage Statement or Deed of Ownership, Property Tax Bill from the Town of Smithtown, Copy of Lease executed by the tenant and landlord stating the lease is in effect with a copy of the Landlord's Mortgage Statement or Deed of Ownership, Home Utility Bill Statements, Moving Bill from a Commercial Moving Company, Pay Stub or Income Tax Statement showing the in-district address. If additional information is needed, see policy 5150.
- 5. **Proof of Guardianship or Custody** such as a Birth Certificate, Custody Papers, or other proof such as documentation that the child has been placed with a sponsor by a federal agency.
- 6. School Record such as a recent report card or transcript, and IEP (if appropriate).

#### DISCRIMINATION COMPLAINT PROCEDURES

#### Level One:

- 1. Any individual, including but not limited to students and employees of the School District, who wishes to file a complaint regarding discrimination shall make such complaint in writing on forms available in any school office, Central Office, Transportation Office, Central Warehouse, Facilities Office or Food Service Office.
- 2. The written complaint form should then be sent to the School District Title IX Compliance Officer and/or the School District Section 504 Compliance Officer, as appropriate.
- 3. The Compliance Officer will then:
  - a. Investigate, within 10 days of receipt of the complaint, the circumstances of the complaint.
  - b. Render a decision, within 20 days of receipt of the complaint, and notify all parties of the decision.
  - c. Provide all parties 10 days to respond to the decision before it becomes final.

#### Level Two:

- 1. If any party disagrees with the Level One decision, then the Compliance Officer shall so advise the Superintendent of Schools within 5 days of receipt of the party's written statement of disagreement.
- 2. The Superintendent of Schools will review the matter and shall render a decision within 10 days of receipt of notice from the Compliance Officer of the party's disagreement.
- 3. The decision of the Superintendent of Schools will be based on the written submissions of all parties. All parties, and the Compliance Officer, shall receive a copy of the decision of the Superintendent of Schools.

#### Appeal Procedures:

- 1. Any party may appeal the decision of the Superintendent of Schools by filing a petition/appeal with the New York State Commissioner of Education, New York State Education Department, Albany, New York 12234.
- 2. Any party may also file an administrative complaint with any of the following agencies:
  - a. United States Department of Education
     Office For Civil Rights
     32 Old Slip
     New York, New York 10005
  - U.S. Equal Employment Opportunity Commission 33 Whitehall Street New York, New York 10004
  - c. New York State Division of Human Rights 175 Fulton Avenue Hempstead, New York 11550

The Smithtown Central School District Board of Education annually adopts policies for the District. A copy of the District policy book is available for review in each building and on the district website. The specific policies highlighted below are those of primary interest to the school/community.

#### STUDENT BICYCLE USE

Students riding their bicycles on school property must comply with New York State Vehicle and Traffic Law 1238 which requires that children between the ages of 1 year and 14 years wear a safety helmet that meets ANSI 190.4 Safety Standards or a comparable standard.

#### STUDENT ATTENDANCE

Parents/guardians are responsible, under the School Attendance Laws of New York State, for their children's regular attendance and punctuality. Excused absences include: personal illness, illness or death in the family, impassable roads or unsafe travel conditions, religious observance, quarantine, required court appearances, medical appointments, approved court appearances, approved cooperative work programs, military obligations, or participation in school sponsored and approved activities. If a student is or will be absent, his/her parent/guardian is expected to phone the school on the *first day* of such absence, and to indicate the anticipated duration of the absence. Furthermore, a written excuse must accompany the child when returning to school after an absence. The reason for the absence and dates covered must be included in the note. The note must be signed by the parent or guardian.

In compliance with the New York State law, the District adopted a comprehensive attendance policy that was implemented in the 2003-2004 school year. Current attendance requirements are clearly delineated in the secondary school handbooks.

#### **EXCLUSION OF STUDENTS POSSESSING FIREARMS**

The Board of Education has determined that if and when a student brings or has in his/her possession a weapon, as the term is defined in Title 18 U.S.C. section 921, to a school in the Smithtown Central School District, that student shall be excluded from school for a period not less than one year. The Superintendent of Schools may modify such exclusion requirement on a case-by-case basis in accordance with applicable federal and state laws, rules and regulations and after affording the student such due process as may be required.

Legal Reference: Public Law 103-227, Title X, Part B

#### SEXUAL HARASSMENT

The Board of Education is committed to safeguarding the right of all employees, students, or members of the public within the School District to an environment that is free from all forms of sexual harassment.

All individuals associated with this District, but not necessarily limited to the Board of Education, the administration, the staff, students, and members of the public while on school property or on a school related activity are expected to conduct themselves at all times so as to provide an atmosphere free from sexual harassment.

Therefore, the Board condemns and prohibits all behavior of a sexual nature which is either designed to extort sexual favors or which has the purpose or effect of creating an intimidating, hostile or offensive environment. Any person who engages in sexual harassment while acting as a member of the school community will be in violation of this policy.

Sexual harassment includes, but is not limited to unwelcome flirtation, sexual advances, propositions, continual or repeated verbal abuse of a sexual nature, use of sexually degrading words or actions and the display of sexual suggestive pictures.

Sexual harassment in the school, on District property, or on a school related activity by any employee, student, or member of the public is a serious violation for which the appropriate disciplinary action will be taken and may lead to personal, legal and financial liability.

Any employee, student, or member of the public who believes that he/she has been subjected to sexual harassment should make a complaint immediately to any of the following: his/her supervisor, principal, Assistant Superintendent for Personnel, or his/her designee.

Complaints will be investigated promptly and corrective action will be taken where appropriate. No member of the school community will suffer retaliation or intimidation as a result of using the internal complaint procedure.

Legal References: Title VII 703, Civil Rights Act of 1964 as amended 45 Federal Regulation 74676 issued by EEOC, Section 296 (1)(a) of the NYS Executive Law.

#### **Special Education / Special Services**

26 New York Avenue, Smithtown, New York 11787 631-382-2070 / Fax: 631-382-2083

The Reauthorized Individuals with Disabilities Act of 2004 (IDEA) mandates that all students receive a free and appropriate education in the least restrictive environment.

The Committee on Special Education (CSE), for children ages 5-21, and the Committee on Preschool Education (CPSE), for children ages 3-5, is responsible for evaluating information presented concerning a child and determining eligibility for special education programs and/or services. The determination of the CSE/CPSE will be consistent with the continuum of services outlined in the Commissioner's Regulations and be based on such items as chronological age; learning rate; academic functioning; social/emotional development; physical development; and management needs. Students are placed into special education programs only when the severity of their disability is such that education in a regular class cannot be achieved. Related Services may be provided in conjunction with a mainstream education program or with other special education programs and services.

In grades Kindergarten to 12: If you suspect your child is having academic difficulty, the best place to begin is with your child's classroom teacher. The building's Instructional Support Team (IST) will address any concerns and implement modifications, remedial services and strategies. If you feel your child may need the provision of special education services and/or programs, you must notify in writing either the Special Education Office or your child's building principal. Upon receipt of your written consent, the CSE will evaluate your child. Mandated components of the CSE evaluations are medical, psychological, social history, and educational assessment. However, additional evaluations may also be requested based on the area(s) of concern.

At the Preschool Level: If you have a preschool child and you are concerned about his/her speech, language, learning, physical or behavioral development, you may want to talk to your family doctor first to determine if your child is within the normal developmental scales. If you feel your child may need the provision of special education services and/or programs, you must notify in writing the Preschool Special Education Office and register your child at the Central Registration Office. At registration, you will be asked to choose an evaluator and sign a consent so the evaluation process may begin. If your child is receiving Early Intervention (EI) services, please advise us at the time of your registration. Mandated components of the CPSE evaluations are medical, psychological, social history, and an observation. However, additional evaluations may also be requested based on the area(s) of concern.

The Committee members shall include, but not be limited to, the parent/guardian, at least one regular education teacher of the student, one special education teacher of the student, a school psychologist, a representative of the school district who is qualified to provide or supervise special education, a school physician (if specifically requested in writing by parent/guardian or member of the school at least 72 hours prior to the meeting), (an additional parent member of a student with a disability residing in the school district, provided that the additional parent member may be the parent of a student who has been declassified within a period not to exceed five years or the parent of a student who has graduated within a period not to exceed five years, if specifically requested in writing by the parent of the student, the student or by a member of the committee at least 72 hours prior to the meeting.)

If your child is eligible to receive special education services and/or programs, the CSE/CPSE makes the recommendations to the Board of Education (BOE). Upon the BOE's approval, the Committee develops and implements an appropriate Individual Education Plan (IEP), for resident students, and an Individual Education Services Plan (IESP), for non-resident students. At least once a year your child's IEP/IESP will be reviewed. However, you may request in writing a meeting at anytime.

If your child is eligible to receive special education services and/or programs and you disagree with the decision of the Committee, you may request mediation and/or an impartial hearing.

Parents/Guardians who place their children in non-public schools must contact the school district where the nonpublic school is located to request an evaluation. If your child receives special education services and you want your child to continue receiving those services while enrolled in the nonpublic school, you must request those services in writing no later than June 1 before the school year in which services are to be provided.

#### DRUG FREE SCHOOLS

The Board of Education of the Smithtown Central School District is committed to the prevention of alcohol, tobacco, and other substance use/abuse. This policy describes the philosophy of the Smithtown Central School District and the program elements the District will use to promote healthy life styles for its students and staff and to inhibit the use/abuse of alcohol, tobacco, performance enhancing drugs, and other substances.

No person may use, possess, sell, or distribute alcohol or other controlled substances, nor may use or possess drug paraphernalia, on school grounds or at school-sponsored events, except drugs as prescribed by a physician. The inappropriate use of prescription and over-the-counter drugs shall also be prohibited.

Additionally, the following persons shall be prohibited from entering school grounds or school-sponsored events: any person exhibiting behavior, or physical characteristics indicative of having used or consumed alcohol or other psychotropic substances.

The District will use the following principles as guides for the development of its substance use/abuse prevention efforts and for any disciplinary measures related to alcohol and other substances:

- 1 Alcohol, tobacco, and other substance use/abuse is preventable and treatable.
- 2 Alcohol and other substance use/abuse inhibits the District from carrying out its central mission of educating students.
- 3 The behavior of the Board of Education, the administration, and all school staff should model the behavior asked of students.
- 4 While the District can and must assume a leadership role in alcohol, tobacco, and other substance use/abuse prevention, this goal will be accomplished only through coordinated, collaborative efforts with parents, students, staff and the community as a whole.

#### **EVERY STUDENT SUCCEEDS ACT (ESSA)**

According to the Every Student Suceeds Act, public schools are now legally required to release names, addresses, and telephone numbers of secondary students to military recruiters or institutions of higher education upon request. Parents or guardians may request in writing, that their child's name, address, and telephone listing not be released without prior written parental consent. These requests should be addressed to the Principal's Office, Smithtown High School West 100 Central Road, Smithtown, NY 11787-1696 or Smithtown High School East, 10 School Street, St. James, NY 11780-1800.

In addition, if your child attends a school that receives Title I federal funds, under Every Student Succeeds Act federal legislation, you may request information regarding the qualifications of your child's teacher(s). This information includes the New York State license the teacher holds, as well as the degree, major, and field of discipline of the teacher's certification or degree. If you would like this information regarding your child's teacher(s), please submit your written request to: the Assistant Superintendent for Personnel Services, Smithtown Central School District, 26 New York Avenue, Smithtown, New York 11787.

To assure compliance with federal Every Student Succeeds Act guidelines, the Board of Education has adopted a Parental Involvement Policy. It recognizes the rights of parents/guardians to be fully informed of all information relevant to their children who participate in programs and projects funded by Title I. A copy of the District policy book, which includes this policy, is available for review in each building.

#### **DISTRICT WELLNESS COMMITTEE**

The District Wellness Coordinator is the Assistant Superintendent for Instruction. The Wellness Committee meets regularly throughout the school year. You can find the district Wellness Policy and Wellness Plan on the district website. Please contact the office of the Assistant Superintendent for Instruction for more information at 631-382-2030.

#### **CODE OF CONDUCT**

All members of the school community are expected to abide by the Code of Conduct. Complete copies of the Code of Conduct are available for review in each school building. You may pick up a copy at the SCSD District Office or refer to the Policy Manual, Section 5300, on our website by clicking <a href="here">here</a> - www.smithtown.k12.ny.us



NOTE: This district events calendar is subject to change. Consult the online calendar for school events and for the most current information: www.smithtown.k12.ny.us.

### **DIRECTORY OF SCHOOLS/ORGANIZATIONS**

#### SECONDARY SCHOOLS

Smithtown High School East

10 School Street, St. James, NY 11780-1800

Tel: 631-382-2705

Principal: Robert Rose Asst. Principals: Michael Aleci

> Jason Pettis Nicole Stech

Smithtown High School West

100 Central Rd., Smithtown, NY 11787-1696

Tel: 631-382-2905

Principal: William Holl
Asst. Principals: Annamarie Freund

Scott Johnson Derek Solomon

Accompsett Middle School

660 Meadow Rd., Smithtown, NY 11787-1697

Tel: 631-382-2300

Principal: Paul McNeil

Asst. Principal: Brian Dolan

Great Hollow Middle School

150 Southern Blvd., Nesconset, NY 11767-1700

Tel: 631-382-2805

Principal: John Scomillio Asst. Principals: Jonathan Macaluso

Peter Russo

Nesaquake Middle School

479 Edgewood Avenue, St. James, NY 11780

Tel: 631-382-5105

Principal: Daniel McCabe Asst. Principal: Michael Freiberg

#### **ELEMENTARY SCHOOLS**

Accompsett Elementary School

1 Lincoln St., Smithtown, NY 11787-1695

Tel: 631-382-4155

Principal: Timothy Hellmuth

Dogwood Elementary School

50 Dogwood Dr., Smithtown, NY 11787-2299

Tel: 631-382-4255

Principal: Renee Carpenter

Mills Pond Elementary

246 Moriches Road, St. James, NY 11780-2158

Tel: 631-382-4305

Principal: Ireen Westrack

Mt. Pleasant Elementary School

33 Plaisted Ave., Smithtown, NY 11787-4786

Tel: 631-382-4355

Principal: Joseph Ierano

St. James Elementary School

580 Lake Ave., St. James, NY 11780-1999

Tel: 631-382-4455

Principal: Adam Javidi

Smithtown Elementary School

51 Lawrence Ave., Smithtown, NY 11787-3625

Tel: 631-382-4505

Principal: Dr. Mary-Ellen Kakalos

Tackan Elementary School

99 Midwood Ave., Nesconset, NY 11767-2099

Tel: 631-382-2675

Principal: Matthew Furey

#### PTA PRESIDENTS

AEL: Christine Larkin (Christinemlarkin@gmail.com)

DEL: Shamie Bo (Co-President) (shamiebo@gmail.com)
DEL: Kristen Talarek (Co-President) (Kristintal16@yahoo.com)

MPE: Nikki Perocelli (thepetrokids@gmail.com)
MTP: Carissa Mitchell (Carissa.mitchell11@gmail.com)
SJE: Brittany McGrath (brittanymcgrath20@gmail.com)

SEL Desiree Zgoda (desireezgoda@gmail.com)
TEL: Carisa Wellenreuther (carisarhatigan@gmail.com)
AMS: Gina Kandrach (ginakandrach@gmail.com)

GHMS: Michelle Abola (michelleabola@gmail.com)
NMS: Claudia Pira (clpira1971@gmail.com)
HSE: Lisa Patruno-White (lisapwhite72@gmail.com)

HSW: Robin Matejka (Robin404@aaol.com)

#### **ORGANIZATIONS**

SMITHTOWN COUNCIL OF PTA'S

President: Brittany McGrath (brittanymcgrath20@gmail.com)

1st V.P.: Jennifer Luikart (jenriola1@verizon.net)
2nd V.P.: Gale DeClue (grs414@yahoo.com)

Treasurer: Michelle Abola (michelleabola@gmail.com)

Corresponding

Secretary: Jennifer Draney (jmdraney@att.net)

Recording

Secretary: Brooke DaSilva (bbirm4242@yahoo.com)

SMITHTOWN COLLEGE SCHOLARSHIP COMMITTEE

Chairperson: Theresa Knox (Smithtowncsc@yahoo.com)

SMITHTOWN FRIENDS OF MUSIC

President: Jennifer DeGregory (info@friendsofmusicofsmithtown.org)

SMITHTOWN BOOSTER CLUB

President: Mike Kern (www.smithtownboosterclub.org)

SMITHTOWN CHILDREN'S FOUNDATION

Christine Fitzgerald (fitzybbcf@optonline.net)

SEPTA

President: Cynthia Millan (SmithtownSEPTA@gmail.com) (Millan.chabbsanoreo@msn.com0

VISIT OUR WEBSITE: www.smithtown.k12.ny.us

August 2024

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# September 2024

	October 2024								
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Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 LABOR DAY	Superintendent's Conference Day Staff Only	4 Superintendent's Conference Day Staff Only	5 First Day of School	6	7
				Start of Quarter 1		
8	9	10 Board of Education Meeting - 8PM @ NYA	11	12	13 Arts-in-Ed Meeting NYA, Room 140	14
15	16	17	18	19 HSE & HSW Grade 12 College Application Process @ HSW 7PM Family Connect Night Grades K-8	20	21
22	23	24 Board of Education Meeting - 8PM @ NYA	25	26 HSE & HSW Grade 10 & 11 College Admissions Test Info @ HSW 7PM	27	28
29	30					

 September 2024

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## October 2024

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6	7 SEPTA Meeting - NYA, Room 222A @ 7PM	8 Board of Education Meeting - 8PM @ NYA	9	10 Family Connect Night Grades K-12	11	12
13	14 COLUMBUS DAY	15	16	17 HSE & HSW Grade 9 Information Night - Making the most of High School @ HSW 7PM	18 Arts-in-Ed Meeting - Virtual	19
20	21	22 Board of Education Meeting - 8PM @ NYA	23	24	25	26 PSAT @ HSE & HSW
27	28	29	30	31		

		O	ctober 2	2024		
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## November 2024

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29	30	31							

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2 SAT @ HSW
3	4 SEPTA Meeting - NYA, Room 222A @ 7PM	5 Superintendent's Conference Day Staff Only	6	7	8 End of Quarter 1	9
10	VETERANS DAY	12 Board of Education Meeting - 8PM @ NYA  Start of Quarter 2	13	14	15 Arts-in-Ed Meeting - Virtual	16
17	18 Family Connect Night Grades K-12	19	20	HSE & HSW Grade 11 & 12 College Financial Aid Info @ HSW 7PM	22	23
24	25	26 Emergency Preparedness Drill (15 Minute Early Dismissal)	27	28 THANKSGIVING RECESS	29	30

November 2024								
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## December 2024

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5 Elementary Parent/Teacher Conferences - 1/2 Day for Elementary Students	6 Elementary Parent/ Teacher Conferences - No School for Elementary Students	7
8	9	10 Board of Education Meeting - 8PM @ NYA	11	12 Family Connect Night Grades K-8	13	14
15	16	17	18	19	20	21
22	23	24	25 WINTER RECESS	26	27	28
29	30 WINTER	31 RECESS				

December 2024								
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# January 2025

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 WINTER RECESS	2	3	4
5	6 SEPTA Meeting - NYA, Room 222A @ 7PM	7	8	9	10 Arts-in-Ed Meeting - Virtual	11
12	13	14 Board of Education Meeting - 8PM @ NYA	15	16	17	18
19	20 MARTIN LUTHER KING DAY	21  Regent Exams	22  Regent Exams	23  Regent Exams	24 End of Quarter 2 Regent Exams	25
26	27 Start of Quarter 3	28 Board of Education Meeting - 8PM @ NYA	29 LUNAR NEW YEAR	30	31	

		J	anuary	2025			
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# February 2025

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2	3 SEPTA Meeting - NYA, Room 222A @ 7PM	4	5	6	7 Arts-in-Ed Meeting - Virtual	8
9	10	11 Board of Education Meeting - 8PM @ NYA Family Connect Night Grades K-8	12	13	14	15
16	17	18	19 MID-WINTER RECESS	20	21	22
23	24	25 Board of Education Meeting - 8PM @ NYA	26	27	28	

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## March 2025

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2	3 SEPTA Meeting - NYA, Room 222A @ 7PM	4	5	6 Elementary Parent/ Teacher Conferences - 1/2 Day for Elementary Students	7	8 SAT @ HSW
9	10	11 Board of Education Meeting - 8PM @ NYA	12	13	14 Arts-in-Ed Meeting - Virtual	15
16	17 Family Connect Night Grades K-12	18	19	20	21	22
23	24	25 Board of Education Meeting - 8PM @ NYA	26	27	28	29
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	March 2024										
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# April 2025

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
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6	7 SEPTA Meeting - NYA, Room 222A @ 7PM  Start of Quarter 4	8 Board of Education Meeting - 8PM @ NYA  NYS ELA Assessment Grades 3-8	9 HSE & HSW Grades 10& 11 Evening College Fair @ HSW 7PM  NYS ELA Assessment Grades 3-8	10	End of Quarter 3  11 Arts-in-Ed Meeting - Virtual	12
13	14	15	16 SPRING RECESS	17	18	19
20	21	22 Board of Education Meeting - 8PM @ NYA	23 Family Connect Night Grades K-8	24	25	26
27	28	NYS Math Assessment Grades 3-8	NYS Math Assessment Grades 3-8			

April 2024

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3 SAT @ HSW
4	5 SEPTA Meeting - NYA, Room 222A @ 7PM	6	7  NYS Science Assessment Grades 5 & 8	8	9 Arts-in-Ed Meeting - Virtual	10
11	12	13 Board of Education Meeting - 8PM @ NYA	14 HSE & HSW Grade 11 &1 2 Trade Union Department of Labor Career Fair @ HSE 6:30PM-9:00PM Family Connect Night Grades K-8	15	16	17
18	19	20 Board of Education - Budget Vote and Election Annual District Meeting @ NYA	21	22	23 RECESS	24
25	26 MEMORIAL DAY	27 Board of Education - Meeting - 8PM @ NYA	28	29	30	31

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## June 2025

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5 HSE & HSW Grade 12 Senior Scholarship Cere- mony @ HSW 6:30PM	6	7
8	9	10 Board of Education Meeting - 8PM @ NYA	11	12	13 Arts-in-Ed Meeting NYA, Room 140	14
		Regent Exams	Regent Exams			
15	16	17	18	JUNETEENTH	20	21
		Regent Exams	Regent Exams		Regent Exams	
22	23	24 Board of Education Meeting - 8PM @ NYA	25 1/2 Day Elementary Students	26 1/2 Day Elementary Students	27 Superintendent's Conference Day Staff Only	28
	Regent Exams	Regent Exams	Regent Exams	Last Day of School	End of Quarter 4	
29	30					