Summer 2022

Dear Parents, Guardians, and Students:

Welcome to the 2022-23 school year at Hastings High School! I hope that you have been able to enjoy the summer and spend relaxing time with family. Ms. Hardesty, your teachers, staff, and I look forward to seeing all of you on the first day of school.

The first day of classes will be on Tuesday, September 6, 2022. We will begin with an “A” day. All students should be in class, and ready to learn, at 8:15 a.m. Enclosed is a copy of the letter day calendar, along with the block schedule. Period 5 will be the high school lunch period and will be the same every day of the rotation.

Please note: Juniors and seniors may leave the school grounds during lunch. Freshmen and sophomores must stay on campus but may utilize outdoor spaces.

- **The Parent Portal:** Please take a moment check your contact information and those of your emergency contacts. Please update this information, if necessary. It is extremely important that all contact information be kept up to date.

The New York State Education Department mandates that every school district and school building create, publish, and implement a *Code of Conduct* (Education Law #2801). In that effort, each building adapted the State recommendations in a way that was developmentally appropriate to its respective student body.

One of the requirements is that the Code of Conduct be summarized and distributed to all students and families to familiarize them with its contents. The full document is available upon request. We appreciate your understanding that this is a state-mandated requirement. We hope and expect that we will all work together to understand and implement this code in a way that is in keeping with the philosophy of Hastings and is developmentally appropriate for all students.

This year we will continue our efforts to provide our monthly newsletter via email and the High School Webpage. If you would like to receive a hardcopy, please complete the enclosed form and return it to the high school office.

A student handbook/planner will be given to students on the first day of classes. Students have been assigned hall lockers. The location and combination may be found on the student’s schedule.
Please enjoy the remainder of your summer.

Sincerely yours,

Louis A. Adipietro
Principal

Enclosures:  Daily Schedule
             District Calendar for the 2022 – 2023 School Year w/Letter Days
             Attendance Guidelines
             Monthly Newsletter Mailing Request
             Photo/Video/Artwork Opt-Out Form
             2022 Photo Dates
             Military Letter (Grades 11 and 12)
             Junior/Senior Opt-Out Form (Grade 11 and 12)
             Code of Conduct Summary
             Application for Free or Reduced Price Meals
             Director of Facilities Letters (3)
             Hastings PTSA Letter
# Hastings High School Daily Schedule

<table>
<thead>
<tr>
<th>TIMES</th>
<th>A DAY</th>
<th>B DAY</th>
<th>C DAY</th>
<th>D DAY</th>
<th>E DAY</th>
<th>F DAY</th>
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<tr>
<td>8:15 – 9:41</td>
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<td>9:45 – 11:05</td>
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<td>11:10 – 11:52</td>
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<td>11:57 – 1:17</td>
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<td>7</td>
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<td>1:22 – 2:42</td>
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<td>9</td>
<td>8</td>
<td>9</td>
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<td>9</td>
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<td>2:45 – 3:15</td>
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<td>ACADEMIC COACHING</td>
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Hastings-on-Hudson U.F.S.D.
2022-2023 School Year Calendar

SCHOOL IS CLOSED ON DAYS BOXED
*STAFF ATTENDANCE REQUIRED

AUGUST
30 & 31 Superintendent's Conference Days*

SEPTEMBER
1 Superintendent's Conference Day*
2, 5 Labor Day Holiday Weekend
6 Schools Open
26 & 27 Rosh Hashanah

OCTOBER
5 Yom Kippur
10 Columbus/Indigenous People Holiday

NOVEMBER
3 Evening P/T Conferences
8 Superintendent's Conference Day*
11 Morning & Afternoon P/T Conferences
16 Veterans Day Holiday
23 Early Release: 2:30 p.m.
23 Hillside's First Bus Run begins at 2:30 p.m.
24 & 25 Thanksgiving Holiday Recess

DECEMBER
26 - 30 Holiday Recess

JANUARY
2 New Year's Day Holiday (observed)
16 Martin Luther King Jr., Holiday

FEBRUARY
20 - 24 Mid-Winter Recess

APRIL
3 - 7 Spring Recess
29 Memorial Day Holiday

MAY
29 Juneteenth Holiday
22 HHS Graduation - 6:00 p.m.
23 Last Day of School [for all students]
23 Regents Rating Day

JUNE
4 Independence Day Holiday

NOTE: If there are more than six (6) emergency closure days, the following days will be school days:
One additional day – April 3
Two additional days – April 3 & 4

TOTAL DAYS: 186 (Teachers)
TOTAL DAYS: 182 (Students)

Adopted by Board of Education on March 21, 2022
HASTINGS HIGH SCHOOL ATTENDANCE GUIDELINES

Absence: If your child will not be in school, please call the High School attendance line, at 478-6254, to report the absence. In accordance with the NY State Education Law, students may be legally excused from school for the following reasons: All day illness; death in family; impassable roads; extremely bad weather; religious observance; required court appearance (with written documentation from the court); college visit (with written documentation from college); doctor/dentist visit (with written documentation from doctor/dentist); road test (with written documentation from DMV). Vacation, tiredness, and finishing school work, etc., are not legal excuses. If you fail to report your child’s absence, an attempt will be made to reach you. The absence will be marked “illegal” until such time as a note or phone call is received from the parent/guardian.

*After 20 absences (of any kind) in a full-year course (10 blocks), 10 absences in a half-year course (5 blocks), and 15 absences in physical education (7 blocks), credit will be denied for said course. (This may be appealed in the case of extenuating circumstances.)

The daily absentee list will state the reason for absence. If the parent has not called or sent a note, the attendance clerk will contact the parent by phone. If there is no reason given for absence, it will be presumed that the absence is illegal. Work, tests and quizzes cannot be made up if given during an illegal absence.

Late passes will be issued in the high school office. All students must get one, even if they have been called in late.

Lateness to any class of more than 20 minutes will be treated as a cut. The absentee list will state the time of arrival and reason for lateness.

Medical and Dental appointments – When it is necessary for a student to be excused during the school day:

Students must submit a parent note to the high school office prior to the start of first period. Permission will not be granted unless the parent has given such written consent. The early excuse will appear on the daily attendance sheet. When the appointment is completed, the student is to report to the high school office with written documentation from doctor/dentist.

1.) A student who has been absent from school must report directly to the high school office with a note from a parent or doctor.

2.) Teachers are responsible for keeping attendance records of their students. If the student fails to have the absence verified as legal, the absence from class policy goes into effect on the second day of the student’s return.

3.) Planned absences (vacations, medicals, etc.) – Students must notify teachers and parents must notify the attendance line.

4.) ILLNESS DURING THE SCHOOL DAY – If a student is ill during the school day, he/she is required to go to the nurse and be dismissed through the nurse’s office.

*The office cannot call students out of class unless it is an emergency. Please respect the office staff and teachers by not insisting your child be called. If you need to drop something off for your child, please know that the office can only try to get it to your child. They cannot guarantee the delivery of any item or message.

Please note that these rules are in place to ensure the safety of your child. In the event of an emergency situation it is imperative that every student is accounted for.
Hastings High School

Request for monthly newsletter to be mailed

Please note that the newsletter is available on the website each month

Please fill out a new request each year

One per family

Student(s) Name: ______________________________

Grade(s): ______

Parent/Guardian: ______________________________

Mailing Address: __________________________________

________________________________________________

________________________________________________

Please return by September 16, 2022

Nancy Gagliardi
Hastings High School
One Mt. Hope Blvd.
Hastings-on-Hudson, NY 10706

Fax: (914) 478-7842
Email: gagliardin@hohschools.org
Hastings High School

Photo/Video Talent Opt-Out Form

Dear Parent/Guardian:

During the course of the school year, there are times when photographs, videotapes, and/or quotes will be taken of/from students during school activities. Occasionally, the pictures may be used for such purposes as press releases about Hastings Public Schools’ events, programs and/or other media purposes.

Please sign below if you do NOT give your consent for the Hastings Public Schools to use photographs, video tapes, artwork, and/or quotes of/from (student name) ______________________________________ for press releases or other media purposes.

Parent/Guardian Name (Print) ______________________________________

Parent/Guardian Signature ______________________________________

Date ____________________ Home Phone ____________________

Student Name (Print) ______________________________________

Student Signature ______________________________________ Date ____________________

Due September 16, 2022
Nancy Gagliardi
Hastings High School
One Mount Hope Boulevard
Hastings-on-Hudson, NY 10706

Fax: (914)478-7842
Email: gagliardin@hohschools.org
2022 PHOTO DATES:

**Underclass/Staff Photos (Social Studies Class)**

Thursday & Friday, September 29th & 30th
Friday, October 21st – Retakes/Absentees

Due to the nature of green screen technology:
PLEASE DO NOT WEAR GREEN ON PHOTO DAY

**Seniors (by Appointment)**

August 1 & 2: 8:30 a.m. – 2:00 p.m.
September 21 & 22: 3:00 p.m. – 8:00 p.m.
October 17 & 18: 3:00 p.m. – 8:00 p.m.
November 9 & 10: 3:00 p.m. – 8:00 p.m.
December 12: 3:00 p.m. – 8:00 p.m.

**ALL PHOTO SESSIONS IN THE HS LOBBY**

To obtain your online code in order to view and purchase photos
with Legacy Studios, please contact them at
customercare@legacystudios.com
Be sure to include your student’s name, grade and school.
September 2022

Dear Parent or Guardian of JUNIOR or SENIOR Students:

This is to inform you that a provision of the Federal No Child Left Behind Act of 2001 requires the school district to provide students' names, addresses and home phone numbers to military recruiters when requested.

However, the law also states that schools must notify parents and students that they have the right NOT to be included when the information is released if they choose.

To exercise your legal right to have this information kept private, you should use the form below to notify the school office that you do not wish this information to be released. Please note that unless you use this "opt out procedure" the school district cannot refuse the military recruiters' request and you and your student(s) may be contacted by them at home.

To OPT OUT of the Military Recruitment Provisions of the No Child Left Behind Act, please complete this form and return it to the High School Office by September 16, 2022. You may submit this form in person, by mail, by your student or by fax, at (914) 478-7842 or email at gagliardin@hohschools.org

Military Recruitment OPT OUT Request

Dear Hastings UFSD:

We are exercising our right under the No Child Left Behind Act of 2001, and hereby request that the name, address and the telephone listing of:

NAME: ________________________________  GRADE: 11  12

who is currently a student at Hastings High School, NOT be released to military recruiters without prior written consent. We do however consent to the disclosure of such information to colleges and universities other than military schools.

PRINT NAME OF PARENT OR LEGAL GUARDIAN

SIGNATURE OF PARENT OR LEGAL GUARDIAN  SIGNATURE OF STUDENT
JUNIOR/SENIOR OPT-OUT:
2022 – 2023 SCHOOL YEAR

YOU MAY
“OPT-OUT”
OF
STUDY HALLS:
1st Semester

This privilege may be revoked if the student is late for classes and/or is on academic probation or ineligible.

1. Please specify which periods you are opting-out and which days that class meets.
2. A parent/guardian must sign below, giving their permission for you to leave school grounds.
3. Students who opt-out are not to sit in lobby or disturb classes when they are excused. If you opt out, you should not be in the school building.
4. Students must have an administrator sign below, before they are eligible to leave school grounds.

Name

Period             Days

Period             Days

Parent/Guardian Signature

Administration Approval
HASTINGS HIGH SCHOOL

Hastings-on-Hudson, N.Y. 10706

CODE OF CONDUCT

Project SAVE Summary
Summary of the
Hastings-on-Hudson School District

Code of Conduct

The Code of Conduct consists of fifteen sections which are prescribed by the legislation known as Project SAVE (Safe Schools Against Violence in Education Act). A summary of each section is provided below. A copy of the complete Code of Conduct can be obtained in each school office.

I. Introduction
This section describes the Board of Education’s commitment to providing a safe and orderly environment in a manner that is consistent with our district’s philosophy of education.

II. Definitions
This section defines various terms that are used throughout the Code of Conduct, including “disruptive student,” “parent/guardian,” “school property,” “school function,” “violent student,” and “weapon.”

III. Student Rights and Responsibilities
This section lists the rights that all students have under state and federal law, as well as the responsibilities that they have as a member of our school community.

IV. Essential Partners
This section spells out the roles that parents/guardians, teachers, pupil personnel staff, and principals and assistant principals have in promoting a safe school environment.

V. Student Dress Code
This section describes the expectations that the school district has for acceptable student dress and appearance.

VI. Prohibited Student Conduct
This section describes those types of actions which may result in disciplinary action for students.

VII. Reporting Violations
This section explains the requirements that any student who observes another student with a weapon, alcohol or illegal substance on school property or at a school function must report this information to school authorities.
VIII. Disciplinary Consequences, Procedures, and Referrals
This section describes the consequences to students if they violate the school Code of Conduct. It also spells out the procedures that are to be followed in implementing the Code of Conduct, and defines the minimum period for suspension for various infractions of the Code of Conduct. The final part of this section includes a description of referrals that can be made in light of any type of student disciplinary action.

IX. Alternative Instruction
This section lists the steps that the district will take to provide alternative means of instruction for the student when he/she is removed from class by a teacher.

X. Discipline of Students with Disabilities
This section describes how the Code of Conduct is to be implemented for students who have identified disabilities.

XI. Corporal Punishment
This section states that corporal punishment is strictly forbidden. It also goes on to describe conditions under which physical force would be reasonable to protect the safety of students.

XII. Student Searches and Interrogations
This section explains the appropriate procedures for questioning students regarding any type of disciplinary action.

XIII. Visitors to the Schools
This section lists the procedures to be used whenever there is a visitor to any of the district schools.

XIV. Public Conduct on School Property
This section describes prohibited conduct on school property and the consequences for such conduct.

XV. Dissemination and Review
This section describes the steps that the district must take in order to inform the entire school community about the various components of the Code of Conduct.

In addition to this summary of the Code of Conduct, following is a more complete description of Students’ Rights and Responsibilities, Student Dress Code, Prohibited Student Conduct, and Disciplinary Procedures, Consequences, and Referrals. Copies of the complete Code of Conduct are available at each school office upon request.
Code of Conduct

Introduction

The Board of Education (‘Board’) is committed to providing a safe and orderly school environment where students may receive and district personnel may deliver quality educational services without disruption or interference. Responsible behavior by students, teachers, other district personnel, parents/guardians and other visitors is essential to achieving this goal.

Farragut Middle School and Hastings High School recognize the uniqueness and importance of education in assisting children in the transition from childhood to adulthood. Within the schools structured and nurturing environment, each student is offered opportunities to develop and practice personal responsibility, accountability, initiative, citizenship, character, honesty, integrity, acceptance and respect for others.

The schools are dedicated to balancing and enhancing each individual’s social, personal, and intellectual growth and to the development of a positive self-concept. The home, school and community will work cooperatively to develop the talents, abilities, and attitudes of each child.

The Board recognizes the need to support the schools in their effort to help students develop lifelong capacities to enjoy learning, working, and relating to others. To this end, the board recognizes the need to define acceptable behavior on school property and to identify the possible consequences of inappropriate behaviors, which interfere with this positive learning environment. Therefore, the Board adopts this Code of conduct (“Code”).

Unless otherwise indicated, this Code applies to all students, school personnel, parents/guardians and other visitors when on school property or attending a school function.
Student Rights and Responsibilities

Student Rights

The Hastings on Hudson District is committed to safeguarding the rights given to all students under state and federal law. In addition, to promote a safe, healthy, orderly, and civil school environment, all students have the right to:

1. Take part in all district activities on an equal basis regardless of race, color, creed, national origin, religion, gender, or sexual orientation or disability.
2. Present their version of the relevant events to school personnel authorized to impose a disciplinary consequence in connection with the imposition of the consequences.
3. Access school rules and, when necessary, receive an explanation of those rules from school personnel.

FERPA Rights

The Family Educational Rights and Privacy Act (FERPA) affords parents/guardians and students over 18 certain rights with respect to the student’s education records. In summary, they are:

1. The right to inspect and review the student’s education record within 45 days of the request.
2. The right to request a change in records believed to be inaccurate or misleading.
3. The right to consent to disclosures of personally identifiable information in students records, except that specified by FERPA as not needing consent.
4. The right to file a complaint with the US Dept. of Education concerning district failure to comply.

Student Responsibilities

All students have the responsibility to:

1. Contribute to maintaining a safe and orderly school environment that is conducive to learning and to show respect to other persons and to property.
2. Be familiar with and abide by all district policies, rules and regulations dealing with student conduct.
3. Attend school every day unless they are legally excused and be in class on time prepared to learn.
4. Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible.
5. Respond in a respectful, positive manner to direction given by teachers, administrators, and other school personnel.
6. Ask questions when they do not understand.
7. Seek help in solving problems that might lead to a disciplinary action.
8. Follow the school Dress Code, at school and school functions.
9. Accept responsibility for their actions.
10. Conduct themselves as representatives of the district when participating in or attending school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor, and sportsmanship.
Student Dress Code

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. A student’s dress, grooming, and appearance, including hair style, jewelry, make-up and nails, shall:

1. Be safe, and not disrupt or interfere with the educational process.
2. Include footwear at all times. Footwear that is a safety hazard will not be allowed.
3. Not include the wearing of hats in the classroom except for a medical or religious purpose.
4. Not include items that are vulgar, obscene, and libelous or denigrate others on account of race, color, religion, creed, national origin, gender, sexual orientation or disability.
5. Not promote and/or endorse the use of alcohol, tobacco or illegal drugs, and/or encourage other illegal or violent activities.

Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item and, if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline up to and including in-school suspension for one day. Any student who repeatedly fails to comply with the dress code shall be subject to further discipline, up to and including out of school suspension.

Prohibited Student Conduct

The best discipline is self-imposed and students must learn to assume and accept responsibility for their own behavior as well as the consequences for the behavior. All personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students’ ability to grow in self-discipline. All personnel recognize the need to provide clear and specific expectations for student conduct while on school property or engaged in a school function. The rules of conduct are intended to focus on safety and respect for the rights and property of others. Students who do not follow school rules will be subject to disciplinary action up to and including suspension if they:

A. Engage in conduct that is disorderly. Examples of disorderly conduct may include:

1. Running in hallways.
3. Using language or gestures that are profane, lewd, vulgar, or abusive.
4. Obstructing vehicular or pedestrian traffic.
5. Engaging in any willful act which disrupts the normal operation of the school community.
6. Compose/electronic communications misuse, including any unauthorized use of computers, software, or internet/intranet account; accessing inappropriate websites; or any other violation of the district’s acceptable use policy.
B. Engage in conduct that is insubordinate. Examples of insubordinate conduct may include:

1. Failing to comply with the reasonable directions of teachers, school administrators or other school personnel, or otherwise demonstrating disrespect.
2. Missing or leaving school without permission.
3. Skipping detention.

C. Engage in conduct that is disruptive. Examples of disruptive conduct may include:

1. Lateness for classes without permission.
2. Failing to comply with the reasonable directions of teachers, school administrators, or other school personnel.

D. Engage in conduct that is violent. Examples of violent conduct may include:

1. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon a teacher, administrator or other school personnel or attempting to do so.
2. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon another student or any other person on school property or attempting to do so.
3. Possessing a weapon.
4. Displaying what appears to be a weapon.
5. Threatening to use any weapon.
6. Intentionally damaging or destroying the personal property of a student, teacher, administrator, other district personnel, or any person on school property.
7. Intentionally damaging or destroying school district property.

E. Engage in any conduct that endangers the safety, health or welfare of others. Examples of such conduct may include:

1. Lying to school personnel.
2. Stealing the property of other students, school personnel, or any other person on school property or attending a school function.
3. Defamation, which may include making false statements or representations about an individual or a group of individuals that harm the reputation of the person or group.
4. Discrimination, which may include the use of race, color, creed, national origin, religion, gender, sexual orientation, or disability as a basis for treating another in a negative manner.
5. Harassment against an individual or group which is intended to be, or which a reasonable person would perceive as, ridiculing or demeaning.
6. Intimidation, which may include engaging in actions or statements that a reasonable person may perceive as threatening.
8. Using vulgar or abusive language, cursing or swearing.
9. Smoking a cigarette, cigar, pipe or using chewing, smokeless, or herbal tobacco.
10. Possessing, consuming, selling, distributing or exchanging alcoholic beverages or illegal substances, or being under the influence of either.
11. Inappropriately using, sharing, or selling prescription and over-the-counter drugs.
13. Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.
14. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner.
15. Hazing. Hazing is defined as any activity that recklessly or intentionally endangers the mental health, physical health or safety of a student for the purpose of initiation or membership in or affiliation with any organization recognized by the Board.
16. Usage of cell phones to record, store or transmit any information in school during the academic day, excluding a student’s lunch period.
17. Usage of picture cell phones to take photographs on school property unless specifically authorized by the Principal or his/her designee.

F. Engage in any form of academic misconduct. Examples of academic misconduct may include:

1. Plagiarism.
2. Cheating.
3. Copying.
4. Altering records.
5. Assisting another student in any of the above actions.

Disciplinary Consequences, Procedures and Referrals

Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that students view as fair and impartial. School personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students’ ability to grow in self-discipline. Disciplinary action, when necessary, will be firm, fair and consistent so as to be the most effective in changing student behavior. In determining the appropriate disciplinary action, school personnel authorized to impose disciplinary consequences will consider the following:

1. The nature of the offense and the circumstances which led to the offense.
2. The student’s prior disciplinary record.
3. The effectiveness of other forms of discipline.
4. Information from guardians, teachers and/or others, as appropriate.
5. Other extenuating circumstances. As a general rule, discipline will be progressive and age appropriate. This means that a student’s first violation will usually merit a lighter consequence than subsequent violations. “If the student in question has been classified as disabled or if the school district has reason to believe such classification may be warranted, the student shall be referred to the Committee on Special Education to ascertain whether the misconduct is related to a disability, in accordance with the separate requirements of this code of conduct for disciplining students with a disability or presumed to have a disability. Discipline, if warranted, shall be administered consistent with said provisions of this Code and
6. "with applicable law." A student identified as having a disability shall be disciplined for behavior related to his/her disability only to the extent permitted by law, and in accordance with the separate requirements of this code of conduct for disciplining students with a disability or presumed to have a disability.

A. Consequences
Students who are found to have violated the district's code of conduct may be subject to the following consequences, either alone or in combination. The school personnel identified after each consequence are authorized to impose that consequence, consistent with the student's right to due process.

- Oral warning-any member of the district staff
- Written warning-hall and lunch monitors, coaches, guidance counselors, teachers, assistant principal, principal and superintendent
- Detention-Written notification to parents/guardians, coaches, teachers, principal, assistant principal, deputy superintendent and superintendent
- Suspension from transportation if applicable and timely-director of transportation, principal, deputy superintendent, and superintendent
- Suspension from athletic participation if applicable and timely-athletic director, coaches, principal, deputy superintendent, and superintendent
- Suspension from social or other extracurricular activities if applicable and timely-principal, deputy superintendent, and superintendent
- Suspension of other privileges if applicable and timely-principal, deputy superintendent, superintendent
- Removal from classroom by teacher-teachers, principal, assistant principal, guidance counselor, deputy superintendent, superintendent
- In-school suspension-principal, deputy superintendent, superintendent
- Short-term (five days or less) suspension from school-principal superintendent, deputy superintendent, board of education
- Long-term (more than five days) suspension from school-principal, superintendent, deputy superintendent, board of education
- Permanent suspension from school-superintendent, board of education

B. Procedures

The amount of due process a student is entitled to receive before a consequence is imposed depends on the consequence being imposed. In all cases, regardless of the consequence imposed, the school personnel authorized to impose the consequence must inform the student of the alleged misconduct and must investigate, to the extent necessary, the facts surrounding the alleged misconduct. All students will have an opportunity to present their version of the facts to the school personnel imposing the disciplinary consequence in connection with the imposition of the consequence. The following are a few important definitions of consequences that all students need to know.
Teacher Disciplinary Removal of Disruptive Students

A student’s behavior can affect a teacher’s ability to teach and can make it difficult for other students in the classroom to learn. In most instances the classroom teacher can control a student’s behavior and maintain or restore control over the classroom by using good classroom management techniques. These techniques may include practices that involve the teacher directing a student to briefly leave the classroom to give the student an opportunity to regain his or her composure and self-control in an alternative setting. Such practices may include, but are not limited to: (1) short-term “time out” in the classroom or in an administrative office; (2) requesting assistance to escort a student to the guidance counselor, assistant principal, or principal; (3) sending a student to a guidance counselor or other district staff member for counseling. **Time-honored classroom management techniques such as these do not constitute disciplinary removals for purposes of this code.**

Suspension from School

Suspension from school is a severe consequence, which may be imposed only upon students who are insubordinate, disorderly, violent or disruptive, or whose conduct otherwise endangers the safety, morals, health or welfare of others. The board retains its authority to suspend students, but places primary responsibility for the suspension of students with the superintendent and the building principals. All staff members must immediately report and refer a violent student to the principal, principal’s designee or the superintendent for a violation of the code of conduct. All recommendations and referrals shall be made in writing unless the conditions underlying the recommendation or referral warrant immediate attention. In such cases a written report is to be prepared as soon as possible by the staff member referring the student.

The superintendent, principal, or principal’s designee upon receiving a referral for suspension or when processing a case for suspension, shall gather the facts relevant to the matter and record them for subsequent presentation, if necessary.

(a) Short-term (5 day or less) suspension from school.

When the superintendent or principal (referred to as the “suspending authority”) proposes to suspend a student charged with misconduct for five days or less pursuant to Education Law 3214(3), the suspending authority must immediately notify the student orally. If the student denies the misconduct, the suspending authority must provide an explanation of the basis for the proposed suspension. The suspending authority must also notify the student’s parents/guardians in writing that the student may be suspended from school. The written notice must be provided by personal delivery, express mail delivery, or some other means that is reasonably calculated to assure receipt of the notice within 24 hours of the decision to propose suspension at the last known address for the parents/guardians. Where possible, notice should also be provided by telephone if the school has been provided with a telephone number(s) for the purpose of contacting the parents/guardians. The notice shall provide a description of the charges against the student and the incident for which suspension is proposed and shall inform the parents/guardians of the right to request an immediate informal conference with the principal.
Both the notice and informal conference shall be in the dominant language or mode of communication by the parents/guardians. At the conference, the parents/guardians shall be permitted to ask questions of complaining witnesses under such procedures as the principal may established. The notice and opportunity for an informal conference shall take place before the student is suspended unless the student’s presence in school poses a continuing danger to persons or property or an ongoing threat of disruption to the academic process. If the student’s presence does pose such a danger or threat of disruption, the notice and opportunity for an informal conference shall take place as soon after the suspension as is reasonably practicable. After the conference, the principal shall promptly advise the parents/guardians in writing of his or her decision. The principal shall advise the parents/guardians that if they are not satisfied with the decision and wish to pursue the matter, they must file a written appeal to the superintendent within five business days, unless they can show extraordinary circumstances precluding them from doing so. The superintendent shall issue a written decision regarding the appeal within 10 business days of receiving the appeal. If the parents/guardians are not satisfied with the superintendent’s decision, they must file a written appeal to the board of education with the district clerk within 10 business days of the date of the superintendent’s decision, unless they can show extraordinary circumstances precluding them from doing so. Only final decisions of the Board may be appealed to the Commissioner within 30 days of the decision.

(b) Long-term (more than 5 days) suspension from school.

When the superintendent or building principal or principal’s designee determines that a suspension for more than five days may be warranted, he or she shall give reasonable notice to the student and the student’s parents/guardians of their right to a fair hearing. At the hearing the student shall have the right to be represented by counsel, the right to question witnesses against him or her and the right to present witnesses and other evidence on his or her behalf.

The superintendent shall personally hear and determine the proceeding or may, in his or her discretion, designate a hearing officer to conduct the hearing. The hearing officer shall be authorized to administer oaths and to issue subpoenas in conjunction with the proceeding before him or her. A record of the hearing shall be maintained, but no stenographic transcript shall be required. A tape recording shall be deemed a satisfactory record. The hearing officer shall make finding of fact and recommendations as to the appropriate measure of discipline to the superintendent. The report of the hearing officer shall be advisory only, and the superintendent may accept all or any part thereof. An appeal of the decision of the superintendent may be made to the board that will make its decision based solely upon the record before it. All appeals of the board must be in writing and submitted to the district clerk within 10 business days of the date of the superintendent’s decision, unless the parents/guardians can show that extraordinary circumstances precluded them from doing so. The board may adopt in whole or in part the decision of the superintendent. Final decisions of the board may be appealed to the Commissioner within 30 days of the decision.
Minimum Period of Suspension

♦ Any student, other than a student with a disability, found guilty of bringing a weapon onto school property will be subject to suspension from school for at least one calendar year.

♦ Any student, other than a student with a disability, who is found to have committed a violent act, other than bringing a weapon onto school property, shall be subject to suspension from school for at least five days.

♦ Any student, other than a student with a disability, who repeatedly is substantially disruptive of the educational process or substantially interferes with the teacher’s authority over the classroom will be suspended from school for at least five days suspension.
Hastings-On-Hudson UFSD
27 Farragut Avenue
Hastings-on-Hudson, NY 10706
www.hohschoools.org
Maureen Caraballo
Business Official

School Meal Programs 2022-2023

Dear Parent/Guardian:

Children need healthy meals to learn. Hastings-on-Hudson UFSD offers healthy meals every school day. Breakfast costs $3.00; lunch costs $4.00. Your children may qualify for free meals or for reduced price meals. Beginning July 1, 2019, students in New York State that are approved for reduced price meals will receive breakfast and lunch meals and snacks served through the Afterschool Snack Program at no charge.

1. **DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD?** No. Complete the application to apply for free or reduced price meals. **Use One Free and Reduced Price School Meals Application for all students in your household.** We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: Maureen Caraballo, Hastings-on-Hudson UFSD Business Office, 27 Farragut Avenue, Hastings-on-Hudson, NY 10706.

2. **WHO CAN GET FREE MEALS?** All children in households receiving benefits from SNAP, the Food Distribution Program on Indian Reservations or TANF, can get free meals regardless of your income. Categorical eligibility for free meal benefits is extended to all children in a household when the application lists an Assistance Program’s case number for any household member. Also, your children can get free meals if your household’s gross income is within the free limits on the Federal Income Eligibility Guidelines. Households with children who are categorically eligible through an Other Source Categorically Eligible designation, as defined by law, may be eligible for free benefits and should contact the SFA for assistance in receiving benefits.

3. **CAN I FOSTER CHILDREN GET FREE MEALS?** Yes, foster children that are under the legal responsibility of a foster care agency or court, are eligible for free meals. Any foster child in the household is eligible for free meals regardless of income. Foster children may also be included as a member of the foster family if the foster family chooses to also apply for benefits for other children. Including children in foster care as household members may help other children in the household qualify for benefits. If non-foster children in a foster family are not eligible for free or reduced price meal benefits, an eligible foster child will still receive free benefits.

4. **CAN HOMELESS, RUNAWAY, AND MIGRANT CHILDREN GET FREE MEALS?** Yes, children who meet the definition of homeless, runaway, or migrant qualify for free meals. If you haven’t been told your children will get free meals, please call or e-mail Tesfa Stewart, (914) 478-6261, stewart@hohschoools.org to see if they qualify.

5. **WHO CAN GET REDUCED PRICE MEALS?** Your children may be approved as reduced price eligible if your household income is within the reduced-price limits on the Federal Eligibility Income Chart, shown on this letter. Beginning July 1, 2019, students in New York State that are approved for reduced price meals will receive breakfast and lunch meals and snacks served through the Afterschool Snack Program at no charge.

6. **SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE APPROVED FOR FREE MEALS?** Please read the letter you got carefully and follow the instructions. Call the school at (914) 478-6405 if you have questions.

7. **MY CHILD’S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT ANOTHER ONE?** Yes. Your child’s application is only good for that school year and for up to the first 30 operating days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year.

8. **I GET WIC. CAN MY CHILD(REN) GET FREE MEALS?** Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out a FREE/REDUCED PRICE MEAL application.

9. **WILL THE INFORMATION I GIVE BE CHECKED?** Yes and we may also ask you to send written proof.

10. **IF I DON’T QUALIFY NOW, MAY I APPLY LATER?** Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.

11. **WHAT IF I DISAGREE WITH THE SCHOOL’S DECISION ABOUT MY APPLICATION?** You should talk to school officials. You also may ask for a hearing by calling or writing to: Maureen Caraballo, Hastings-on-Hudson UFSD Business Office, 27 Farragut Avenue, Hastings-on-Hudson, NY 10706, (914) 478-6405, caraballom@hohschoools.org.

12. **MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN?** Yes. You or your child(ren) do not have to be U.S. citizens to qualify for free or reduced price meals.

13. **WHO SHOULD I INCLUDE AS MEMBERS OF MY HOUSEHOLD?** You must include all people living in your household, related or not (such as grandparents, other relatives, or friends) who share income and expenses. You must include yourself and all children living with you. If you live with other people who are economically independent (for example, people who you do not support, who do not share income with you or your children, and who pay a pro-rated share of expenses), do not include them.

14. **WHAT IF MY INCOME IS NOT ALWAYS THE SAME?** List the amount that you normally receive. For example, if you normally make $1000 each month, but you missed some work last month and only made $900, put down that you made $1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.

15. **WE ARE IN THE MILITARY. DO WE INCLUDE OUR HOUSING ALLOWANCE AS INCOME?** If you get an off-base housing allowance, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.

16. **MY SPOUSE IS DEPLOYED TO A COMBAT ZONE. IS HER COMBAT PAY COUNTED AS INCOME?** No, if the combat pay is received in addition to her basic pay because of her deployment and it wasn’t received before she was deployed, combat pay is not counted as income. Contact your school for more information.
17. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for SNAP or other assistance benefits, contact your local assistance or call 1-800-342-3009.
2022-2023 INCOME ELIGIBILITY GUIDELINES

REduced Price Eligibility Income Chart

<table>
<thead>
<tr>
<th>Total Family Size</th>
<th>Annual</th>
<th>Monthly</th>
<th>Twice per Month</th>
<th>Every Two Weeks</th>
<th>Weekly</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$25,142</td>
<td>$2,096</td>
<td>$1,048</td>
<td>$967</td>
<td>$484</td>
</tr>
<tr>
<td>2</td>
<td>$33,874</td>
<td>$2,823</td>
<td>$1,412</td>
<td>$1,303</td>
<td>$652</td>
</tr>
<tr>
<td>3</td>
<td>$42,606</td>
<td>$3,551</td>
<td>$1,776</td>
<td>$1,639</td>
<td>$820</td>
</tr>
<tr>
<td>4</td>
<td>$51,338</td>
<td>$4,279</td>
<td>$2,140</td>
<td>$1,975</td>
<td>$988</td>
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<tr>
<td>5</td>
<td>$60,070</td>
<td>$5,006</td>
<td>$2,503</td>
<td>$2,311</td>
<td>$1,155</td>
</tr>
<tr>
<td>6</td>
<td>$68,802</td>
<td>$5,734</td>
<td>$2,867</td>
<td>$2,647</td>
<td>$1,324</td>
</tr>
<tr>
<td>7</td>
<td>$77,534</td>
<td>$6,462</td>
<td>$3,211</td>
<td>$2,983</td>
<td>$1,492</td>
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<tr>
<td>8</td>
<td>$86,266</td>
<td>$7,189</td>
<td>$3,595</td>
<td>$3,318</td>
<td>$1,659</td>
</tr>
<tr>
<td><em>Each add'l person add</em></td>
<td>$8,732</td>
<td>$728</td>
<td>$364</td>
<td>$336</td>
<td>$168</td>
</tr>
</tbody>
</table>

To apply: To get free or reduced price meals for your children carefully complete one application following the instructions for your household and return it to the designated office listed on the application. If you now receive SNAP, Temporary Assistance to Needy Families (TANF) for any children or participate in the Food Distribution Program on Indian Reservations (FDPIR), the application must include the children's names, the household SNAP, TANF or FDPIR case number and the signature of an adult household member. All children should be listed on the same application. If you do not list a SNAP, TANF or FDPIR case number for any household member, the application must include the names of everyone in the household, the amount of income each household member, and how often it is received and where it comes from. It must include the signature of an adult household member and the last four digits of that adult's social security number. An application for free and reduced price benefits cannot be approved unless complete eligibility information is submitted, as indicated on the application and in the instructions. Contact your local Department of Social Services for your SNAP or TANF case number or complete the income portion of the application. No application is necessary if the household was notified by the SFA that children have been directly certified. If the household is not sure if their children have been directly certified, the household should contact the school.

Reporting Changes: The benefits that you are approved for at the time of application are effective for the entire school year and up to 30 operating days into the new school year (or until a new eligibility determination is made, whichever comes first). You no longer need to report changes for an increase in income or decrease in household size, or if you no longer receive SNAP.

Income Exclusions: The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care Development (Block Grant) Fund should not be considered as income for this program.

Reduced Price Eligible Students: Beginning July 1, 2019, students in New York State that are approved for reduced price meals will receive breakfast and lunch meals and snacks served through the Afterschool Snack Program at no charge.

In the operation of child feeding programs, no child will be discriminated against because of race, sex, color, national origin, age or disability.

Meal Service to Children With Disabilities: Federal regulations require schools and institutions to serve meals at no extra charge to children with a disability which may restrict their diet. A student with a disability is defined in 7CFR Part 15b.3 of Federal regulations, as one who has a physical or mental impairment which substantially limits one or more major life activities of such individual, a record of such an impairment or being regarded as having such an impairment. Major life activities include but are not limited to: functions such as caring for one's self, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working. You must request meal modifications from the school and provide the school with a medical statement from a State licensed healthcare professional. If you believe your child needs substitutions because of a disability, please get in touch with us for further information, as there is specific information that the medical statement must contain.

Confidentiality: The United States Department of Agriculture has approved the release of students names and eligibility status, without parent/guardian consent, to persons directly connected with the administration or enforcement of federal education programs such as Title I and the National Assessment of Educational Progress (NAEP), which are United States Department of Education programs used to determine areas such as the allocation of funds to schools, to evaluate socio-economic status of a school's attendance area, and to assess educational progress. Information may also be released to State health or State education programs administered by the State agency or local education agency, provided the State or local education agency administers the program, and federal State or local nutrition programs similar to the National School Lunch Program. Additionally, all information contained in the free and reduced price application may be released to persons directly connected with the administration or enforcement of programs authorized under the National School Lunch Act (NSLA) or Child Nutrition Act (CNA); including the National School Lunch and School Breakfast Programs, the Special Milk Program, the Child and Adult Care Food Program, Summer Food Service Program and the Special Supplemental Nutrition Program for Women Infants and Children (WIC); the Comptroller General of the United States for audit purposes, and federal, State or local law enforcement officials investigating alleged violation of the programs under the NSLA or CNA.
Reapplication: You may apply for benefits any time during the school year. Also, if you are not eligible now, but during the school year become unemployed, have a decrease in household income, or an increase in family size you may request and complete an application at that time.

The disclosure of eligibility information not specifically authorized by the NSLA requires a written consent statement from the parent/guardian. We will let you know when your application is approved or denied.

Sincerely,

Maureen Caraballo

Maureen Caraballo
Business Official

Nondiscrimination Statement: This explains what to do if you believe you have been treated unfairly.

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA’s TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: https://www.usda.gov/sites/default/files/documents/USDA-OASC%20P-Complaint-Form-0508-0002-508-11-26-17Fax2Mail.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant’s name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. mail:
   U.S. Department of Agriculture
   Office of the Assistant Secretary for Civil Rights
   1400 Independence Avenue, SW
   Washington, D.C. 20250-9410; or
2. fax:
   (833) 256-1665 or (202) 690-7442; or
3. email:
   program.intake@usda.gov

This institution is an equal opportunity provider.
2022-2023 Application for Free and Reduced Price School Meals/Milk

To apply for free and reduced price meals for your children, read the instructions on the back, complete only one form for your household, sign your name and return it to the address listed below. Call (914) 478-6405, if you need help. Additional names may be listed on a separate paper.

Return Completed Applications to: Maureen Caraballo, Hastings-on-Hudson UFSD Business Office
27 Farragut Avenue
Hastings-on-Hudson, NY 10706

1. List all children in your household who attend school:

<table>
<thead>
<tr>
<th>Student Name</th>
<th>School</th>
<th>Grade/Teacher</th>
<th>Foster Child</th>
<th>Homeless Migrant, Runaway</th>
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2. SNAP/TANF/FDPIR Benefits:
If anyone in your household receives either SNAP, TANF or FDPIR benefits, list their name and CASE # here. Skip to Part 4, and sign the application.

Name: CASE #:

3. Report all income for ALL Household Members (Skip this step if you answered 'yes' to step 2)

All Household Members (Including yourself and all children that have income).
List all Household members not listed in Step 1 (including yourself) even if they do not receive income. For each Household Member listed, if they do receive income, report total income for each source in whole dollars only. If they do not receive income from any other source, write '0'. If you enter '0' or leave any fields blank, you are certifying (promising) that there is no income to report.

<table>
<thead>
<tr>
<th>Name of household member</th>
<th>Earnings from work before deductions Amount / How Often</th>
<th>Child Support, Alimony Amount / How Often</th>
<th>Pensions, Retirement Payments Amount / How Often</th>
<th>Other Income, Social Security Amount / How Often</th>
<th>No Income</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$________ / _______</td>
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<td>_______</td>
</tr>
</tbody>
</table>

Total Household Members (Children and Adults) _______

"Last Four Digits of Social Security Number: XXX-XX-_____ _______

*I do not have a SS# _______

*When completing section 3, an adult household member must provide the last four digits of their Social Security Number (SS#) or mark the "I do not have a SS# box" before the application can be approved.

4. Signature: An adult household member must sign this application before it can be approved.
I certify (promise) that all the information on this application is true and that all income is reported. I understand that the information is being given so the school will get federal funds; the school officials may verify the information and if I purposely give false information, I may be prosecuted under applicable State and federal laws, and my children may lose meal benefits.

Signature: ___________________________ Date: ___________________________

Email Address: ___________________________ Work Phone: ___________________________

Home Phone: ___________________________ Home Address: ___________________________

5. Ethnicity and Race are optional; responding to this section does not affect your children’s eligibility for free or reduced price meals.

Ethnicity:  ☐ Hispanic or Latino  ☐ Not Hispanic or Latino
Race (Check one or more): ☐ American Indian or Alaskan Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or Other Pacific Island ☐ White

DO NOT WRITE BELOW THIS LINE – FOR SCHOOL USE ONLY

☐ SNAP/TANF/Foster
☐ Income Household: Total Household Income/How Often: __________ / __________
☐ Reduced Price Meals ☐ Denied/Paid
☐ Free Meals

Annual Income Conversion (Only convert when multiple income frequencies are reported on application)
Weekly X 52; Every Two Weeks (bi-weekly) X 26; Twice Per Month X 24; Monthly X 12

☐ □ □ □ □ □ □ □ □ □ □ □
APPLICATION INSTRUCTIONS

To apply for free and reduced price meals, complete only one application for your household using the instructions below. Sign the application and return the application to Maureen Caraballo, Hastings-on-Hudson UFSD Business Office, 21 Farragut Avenue, Hastings-on-Hudson, NY 10706. If you have a foster child in your household, you may include them on your application. A separate application is not needed. Call the school if you need help: (914) 478-6405. Ensure that all information is provided. Failure to do so may result in denial of benefits for your child or unnecessary delay in approving your application.

PART 1 ALL HOUSEHOLDS MUST COMPLETE STUDENT INFORMATION. DO NOT FILL OUT MORE THAN ONE APPLICATION FOR YOUR HOUSEHOLD.

1. Print the names of the children, including foster children, for whom you are applying on one application.
2. List their grade and school.
3. Check the box to indicate a foster child living in your household, or if you believe any child meets the description for homeless migrant, runaway (a school staff will confirm this eligibility).

PART 2 HOUSEHOLDS GETTING SNAP, TANF OR FDPIR SHOULD COMPLETE PART 2 AND SIGN PART 4.

1. List a current SNAP, TANF or FDPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household. The case number is provided on your benefit letter.
2. An adult household member must sign the application in PART 4. SKIP PART 3. Do not list names of household members or income if you list a SNAP case number, TANF or FDPIR number.

PART 3 ALL OTHER HOUSEHOLDS MUST COMPLETE THESE PARTS AND ALL OF PART 4.

1. Write the names of everyone in your household, whether or not they get income. Include yourself, the children you are applying for, all other children, your spouse, grandparents, and other related and unrelated people in your household. Use another piece of paper if you need more space.
2. Write the amount of current income each household member receives, before taxes or anything else is taken out, and indicate where it came from, such as earnings, welfare, pensions, and other income. If the current income was more or less than usual, write that person’s usual income. Specify how often this income amount is received: weekly, every other week (bi-weekly), 2 x per month, monthly. If no income, check the box. The value of any child care provided or organized, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care and Development Block Grant, TANF and At Risk Child Care Programs should not be considered as income for this program.
3. Enter the total number of household members in the box provided. This number should include all adults and children in the household and should reflect the members listed in PART 1 and PART 3.
4. The application must include the last four digits only of the social security number of the adult who signs PART 4 if Part 3 is completed. If the adult does not have a social security number, check the box. If you listed a SNAP, TANF or FDPIR number, a social security number is not needed.
5. An adult household member must sign the application in PART 4.

OTHER BENEFITS: Your child may be eligible for benefits such as Medicaid or Children's Health Insurance Program (CHIP). To determine if your child is eligible, program officials need information from your free and reduced price meal application. Your written consent is required before any information may be released. Please refer to the attached parent Disclosure Letter and Consent Statement for information about other benefits.

USE OF INFORMATION STATEMENT

Use of Information Statement: The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do submit all needed information, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the primary wage earner or other adult household member who signs the application. The social security number is not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDPIR identifier for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs.

We may share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.

DISCRIMINATION COMPLAINTS

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA’s TARGET Center at (202) 720-6382 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: https://www.usda.gov/sites/default/files/documents/USDA-OASCRCR-20P-Complaint-Form-0508-0002-568-11-28-17Fax2Mail.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant’s name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410, or
2. fax: (833) 256-1665 or (202) 690-7442; or
3. email: program.intake@usda.gov

This institution is an equal opportunity provider.
FREE AND REDUCED PRICE MEAL APPLICATION FACT SHEET

When filling out the application form, please pay careful attention to these helpful hints.

**SNAP/TANF/FDPIR case number:** This must be the complete valid case number supplied to you by the agency including all numbers and letters, for example, E123456, or whatever combination is used in your county. Refer to a letter you received from your local Department of Social Services for your case number or contact them for your number.

**Foster Child:** A child who is living with a family but who is under the legal care of the welfare agency or court may be listed on your family application. List the child’s “personal use” income. This includes only those funds provided by the agency which are identified for the personal use of the child, such as personal spending allowances, money received by his/her family, or from a job. Funds provided for housing, food and care, medical, and therapeutic needs are not considered income to the foster child. Write "0" if the child has no personal use income.

**Household:** A group of related or non-related people who are living in one house and share income and expenses.

**Adult Family Members:** All related and non-related people who are 21 years of age and older living in your house.

**Financially Independent:** A person is financially independent and a separate economic unit/household when his or her earnings and expenses are not shared by the family/household. Separate economic units in the same residence are characterized by prorating expenses and by economic independence from one another.

**Current Gross Income:** Money earned or received at the present time by each member of your household before deductions. Examples of deductions are federal tax, State tax, and Social Security deductions. If you have more than one job, you must list the income from all jobs. If you receive income from more than one source (wage, alimony, child support, etc.), you must list the income from all sources. Only farmers, self-employed workers, migrant workers, and other seasonal employees may use their income for the past 12 months reported from their 1040 Tax Forms.

**Examples of gross income are:**

- Wages, salaries, tips, commissions, or income from self-employment
- Net farm income – gross sales minus expenses only – not losses
- Pensions, annuities, or other retirement income including Social Security retirement benefits
- Unemployment compensation
- Welfare payments (does not include value of SNAP)
- Public Assistance payments
- Adoption assistance
- Supplemental Security Income (SSI) or Social Security Survivor's Benefits
- Alimony or child support payments
- Disability benefits, including workman's compensation
- Veteran's subsistence benefits
- Interest or dividend income
- Cash withdrawn from savings, investments, trusts, and other resources which would be available to pay for a child's meals
- Other cash income
**Income Exclusions:** The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care Development (Block Grant) Fund should not be considered as income for this program.

If you have any questions or need help in filling out the application form, please contact:

Name: Maureen Caraballo  Title: Business Official

Telephone Number: (914) 478-6405
Carta para los padres para los programas de alimentos escolares

Estimado padre de familia/tutor:

Los niños necesitan alimentos saludables para aprender. Hastings-on-Hudson UFSD ofrece alimentos saludables cada día de clases. El desayuno cuesta $3.00; el almuerzo cuesta $4.00. Sus niños pueden calificar para obtener alimentos gratuitos o a precio reducido. A partir del 1 de julio de 2019, los estudiantes del estado de Nueva York que sean aprobados para recibir alimentos a precio reducido recibirán desayunos y almuerzos sin costo.

1. ¿NECESITO LLENAR UNA SOLICITUD PARA CADA NIÑO? No. Llene la solicitud para aplicar para alimentos gratuitos o a precio reducido. Utilice una solicitud para obtener alimentos escolares gratuitos o a precio reducido para todos los estudiantes de su hogar. No podemos aprobar una solicitud que no esté completa, así que asegúrese de llenar toda la información requerida. Devuélvala la solicitud completa a: Maureen Caraballo, Hastings-on-Hudson UFSD Business Office, 27 Farragut Avenue, Hastings-on-Hudson, NY 10706.

2. ¿QUIÉN PUEDE OBTENER ALIMENTOS GRATUITOS? Todos los niños de hogares que reciban beneficios de SNAP, el Programa de Distribución de Alimentos en Reservaciones Indígenas o TANF, pueden recibir alimentos gratuitos independientemente de sus ingresos. La elegibilidad categórica para obtener beneficios de alimentos gratuitos se extiende a todos los niños de un hogar cuando la aplicación indique un número de caso de un programa de asistencia para cualquier miembro de la familia. Además, sus niños pueden obtener alimentos gratuitos si el ingreso bruto de su hogar está dentro de los límites para obtener alimentos gratuitos en las Pautas Federales de Cumplimiento de Requisitos de Ingresos. Los hogares con niños que sean categóricamente elegibles a través de una designación de Elegible Categóricamente por Otras Fuentes, según lo define la ley, pueden ser elegibles para obtener beneficios gratuitos y deberán ponerse en contacto con SFA para pedir asistencia para recibir los beneficios.

3. ¿LOS NIÑOS ADOPTADOS PUEDEN OBTENER ALIMENTOS GRATUITOS? Sí, los niños adoptados que estén bajo la responsabilidad legal de una agencia de cuidados de adopción o un tribunal son elegibles para recibir alimentos gratuitos. Cualquier niño adoptado en el hogar es elegible para obtener alimentos gratuitos independientemente de los ingresos. Los niños adoptados también pueden ser incluidos como miembros de la familia de adopción si dicha familia opta por aplicar también para obtener beneficios para otros niños. Incluir a niños bajo cuidados de adopción como miembros del hogar puede ayudar a otros niños del hogar a calificar para obtener beneficios. Si los niños no adoptados de una familia adoptiva no son elegibles para obtener beneficios de alimentos gratuitos o a precio reducido, un niño adoptado elegible aún seguirá recibiendo beneficios gratuitos.

4. ¿LOS NIÑOS INDIGENTES, QUE ESCAPARON DE SU HOYAR Y MIGRANTES PUEDEN OBTENER ALIMENTOS GRATUITOS? Sí, los niños que cumplan con la definición de indigentes, que hayan huido de sus hogares o que sean migrantes califcan para obtener alimentos gratuitos. Si no se le ha avisado que sus niños recibirán alimentos gratuitos, llame o envíe un correo electrónico a Tesfa Stewart, (914) 478-6261, stewart@hohschools.org para ver si califican.

5. ¿QUIÉN PUEDE OBTENER ALIMENTOS A PRECIO REDUCIDO? Sus niños pueden ser aprobados como elegibles para recibir alimentos a precio reducido si los ingresos de su hogar están dentro de los límites para beneficios a precio reducido en la Gráfica Federal de Ingresos para Elegibilidad que se muestra en esta carta. A partir del 1 de julio de 2019, los estudiantes del estado de Nueva York que sean aprobados para recibir alimentos a precio reducido recibirán desayunos y almuerzos sin costo.

6. ¿DEBERÍA LLENAR UNA SOLICITUD SI RECIBO UNA CARTA ESTE AÑO ESCOLAR INDICANDO QUE MIS NIÑOS HAN SIDO APROBADOS PARA RECIVIR ALIMENTOS GRATUITOS? Lea la carta que recibió cuidadosamente y siga las instrucciones. Llame a la escuela al (914) 478-6405 si tiene preguntas.

7. LA SOLICITUD DE MI NIÑO FUE APROBADA EL AÑO PASADO. ¿NECESITO LLENAR OTRA? Sí. La solicitud de su niño solamente es válida para ese año escolar y hasta los primeros 30 días operativos de este año escolar. Debe enviar una nueva solicitud, a menos que la escuela le indique que su niño es elegible para el nuevo año escolar.

8. PARTICIPO EN WIC. ¿MI NIÑO (O NIÑOS) PUEDEN OBTENER ALIMENTOS GRATUITOS? Los niños de hogares que participan en WIC pueden ser elegibles para obtener alimentos gratuitos o a precio reducido. Llene la solicitud para recibir ALIMENTOS GRATUITOS/A PRECIO REDUCIDO.

9. ¿LA INFORMACIÓN QUE PROPORCIONE SERÁ REVISADA? Sí, y también podremos pedirle que envíe pruebas escritas.

10. SI NO CALIFICO HAYA, ¿PUEDO APLICAR MÁS ADELANTE? Sí, puede volver a aplicar en cualquier momento durante el año escolar. Por ejemplo, los niños cuyo padre de familia o tutor pierda su empleo pueden ser elegibles para obtener alimentos gratuitos o a precio reducido si los ingresos del hogar caen por debajo del límite de ingresos.

11. ¿QUÉ PASA SI NO ESTOY DE ACUERDO CON LA DECISIÓN DE LA ESCUELA SOBRE MI SOLICITUD? Debería hablar con los funcionarios escolares. También puede pedir una audiencia llamando o escribiendo a: Maureen Caraballo, Hastings-on-Hudson UFSD Business Office, 27 Farragut Avenue, Hastings-on-Hudson, NY 10706 (914)478-6405, caraballom@hohschools.org.

12. ¿PUEDO APLICAR SI UN MIEMBRO DE MI FAMILIA NO ES CIUDADANO DE LOS ESTADOS UNIDOS? Sí. Usted o su niño (o niños) no tienen que ser ciudadanos de los Estados Unidos para calificar para obtener alimentos gratuitos o a precio reducido.

13. ¿LA QUIÉN DEBERÍA INCLUIR COMO MIEMBROS DE MI FAMILIA? Debe incluir a todas las personas que vivan en su hogar, emparentadas o no (como abuelos, otros parientes o amigos) que compartan ingresos y gastos. Debe incluirse a usted mismo y a todos los niños que vivan con usted. Si vive con otras personas que sean económicamente independientes (por ejemplo, personas a quienes no da apoyo, que no comparten ingresos con usted o con sus niños, y que paguen una parte proporcional de gastos), no las incluya.

14. ¿QUÉ PASA SI MIS INGRESOS NO SIEMPRE SON LOS MISMOS? Indique el monto que normalmente percibe. Por ejemplo, si normalmente percibe $1000 cada mes, pero no tuvo mucho trabajo durante el mes pasado y solamente percibió $900, anote que
percibió $1000 por mes. Si normalmente trabaja tiempo extra, inclúyalo, pero no lo incluya si trabaja tiempo extra de vez en cuando. Si perdió un empleo o le redujeron su horario o su sueldo, use sus ingresos actuales.

15. ESTAMOS EN EL EJÉRCITO. ¿DEBEMOS INCLUIR NUESTRO SUBSIDIO DE VIVIENDA COMO INGRESO? Si recibe un subsidio de vivienda fuera de la base, debe ser incluido como ingresos. Sin embargo, si su vivienda forma parte de la Iniciativa de Privatización de Vivienda Militar, no incluya su subsidio de vivienda como ingresos.

16. MI ESPOSA ESTÁ DESPEGADA EN UNA ZONA DE COMBATE. ¿SU PAGO POR COMBATE CUENTA COMO INGRESOS? No, si percibe un pago por combate además de su pago básico debido a su despliegue y no fue recibido antes de ser desplegada, el pago por combate no se cuenta como ingresos. Póngase en contacto con su escuela para más información.

17. MI FAMILIA NECESITA MÁS AYUDA. ¿EXISTEN OTROS PROGRAMAS A LOS CUALES PODAMOS APLICAR? Para averiguar cómo aplicar para SNAP u otros beneficios de asistencia, póngase en contacto con la oficina de asistencia local o llame al 1-800-342-3009.
### GRÁFICA DE INGRESOS PARA ELEGIBILIDAD PARA BENEFICIOS A PRECIO REDUCIDO

<table>
<thead>
<tr>
<th>Número total de miembros de la familia</th>
<th>Anual</th>
<th>Mensual</th>
<th>Dos veces al mes</th>
<th>Cada dos semanas</th>
<th>Semanal</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$25,142</td>
<td>$2,096</td>
<td>$1,048</td>
<td>$967</td>
<td>$484</td>
</tr>
<tr>
<td>2</td>
<td>$33,874</td>
<td>$2,823</td>
<td>$1,412</td>
<td>$1,303</td>
<td>$652</td>
</tr>
<tr>
<td>3</td>
<td>$42,606</td>
<td>$3,551</td>
<td>$1,776</td>
<td>$1,639</td>
<td>$820</td>
</tr>
<tr>
<td>4</td>
<td>$51,338</td>
<td>$4,279</td>
<td>$2,140</td>
<td>$1,975</td>
<td>$988</td>
</tr>
<tr>
<td>5</td>
<td>$60,070</td>
<td>$5,006</td>
<td>$2,503</td>
<td>$2,311</td>
<td>$1,156</td>
</tr>
<tr>
<td>6</td>
<td>$68,802</td>
<td>$5,734</td>
<td>$2,867</td>
<td>$2,647</td>
<td>$1,324</td>
</tr>
<tr>
<td>7</td>
<td>$77,534</td>
<td>$6,462</td>
<td>$3,231</td>
<td>$2,983</td>
<td>$1,492</td>
</tr>
<tr>
<td>8</td>
<td>$86,266</td>
<td>$7,189</td>
<td>$3,595</td>
<td>$3,318</td>
<td>$1,659</td>
</tr>
</tbody>
</table>

Por cada persona adicional, añadir $8,732  $728  $364  $336  $168

### Cómo aplicar:
Para obtener alimentos gratuitos o a precio reducido para sus niños, llene cuidadosamente una solicitud siguiendo las instrucciones para su hogar y devuelvála a la oficina designada que se indica en la solicitud. Si ahora recibe SNAP, Asistencia Temporal para Familias Necesitadas (TANF) para cualquiera de sus niños o participa en el Programa de Distribución de Alimentos en Reservaciones Indígenas (FDPIR), a solicitud debe incluir los nombres de los niños, el número de caso de SNAP, TANF o FDPIR de la familia y la firma de un miembro de la familia que sea mayor de edad. Todos los niños deberían estar anotados en la misma solicitud. Si no anota un número de caso de SNAP/TANF/FDPIR de algún miembro de su familia, la solicitud debe incluir los nombres de todos los miembros de la familia, el monto de los ingresos de cada miembro de la familia, la frecuencia con la que reciben dichos ingresos y el origen. Debe incluir la firma de un miembro de la familia que sea mayor de edad y los últimos cuatro dígitos del número de seguridad social de ese familiar o marcar la casilla si el familiar no cuenta con un número de seguridad social. **Una solicitud para obtener beneficios gratuitos o a precio reducido no puede ser aprobada a menos que contenga la información de elegibilidad completa, tal y como se indica en la solicitud y en las instrucciones.** Póngase en contacto con su departamento local de servicios sociales para obtener su número de caso de SNAP o TANF o llene la sección de ingresos de la solicitud. No es necesaria una solicitud si la familia fue notificada por SFA que sus niños han sido directamente certificados. Si la familia no tiene la certeza si sus niños han sido directamente certificados, debería ponerse en contacto con la escuela.

### Informe de cambios:
Los beneficios para los que han sido aprobados al momento de la solicitud tienen vigencia durante todo el año escolar y hasta 30 días operativos del nuevo año escolar (o hasta que se haya tomado una nueva determinación de elegibilidad, lo que ocurra primero). Ya no necesita informar cambios, como un aumento en sus ingresos o reducción en el tamaño de la familia, o si ya no recibe apoyo del SNAP.

### Exclusiones de ingresos: El valor de la atención proporcionada o planificada a un menor, o cualquier monto recibido como pago para dichos cuidados del niño o reembolso por gastos incurridos para dichos cuidados bajo el Fondo para el Desarrollo y Cuidado Infantil (subsidios en bloque) no deberían considerarse ingresos para este programa.

### Estudiantes elegibles para beneficios a precio reducido:
A partir del 1 de julio de 2019, los estudiantes del estado de Nueva York que sean aprobados para recibir alimentos a precio reducido recibirán desayunos y almuerzos sin costo.

### Servicios de alimentos para niños con discapacidades:
Las regulaciones federales exigen que las escuelas y las instituciones sirvan alimentos sin costo adicional a niños con una discapacidad que pueda restringir su dieta. Un estudiante con una discapacidad se define en 7CFR Parte 15b.3 de las regulaciones federales como un estudiante con una discapacidad física o mental que limite sustancialmente una o más de las principales actividades de la vida de dicha persona, un registro de dicha discapacidad o que se haya determinado que tiene dicha discapacidad. Las principales actividades de vida incluye, entre otras: funciones como cuidado personal, realizar tareas manuales, ver, escuchar, comer, dormir, caminar, mantenerse de pie, incorporarse, inclinarse, hablar, respirar, aprender, leer, concentrarse, pensar, comunicarse y trabajar. Debe solicitar modificaciones alimentarias a la escuela y proporcionarle una declaración médica de un profesional de la salud licenciado por el estado. Si cree que su niño requiere sustituciones debido a una discapacidad, póngase en contacto con nosotros para obtener más información, ya que existe información específica que debe contener el certificado médico.

### Confidencialidad:
El Departamento de Agricultura de los Estados Unidos ha aprobado la divulgación de los nombres de los estudiantes y su estado de elegibilidad, sin consentimiento de los padres de familia o tutores, a personas directamente conectadas con la administración o la ejecución de programas federales de educación como Título I o la Evaluación Nacional de Progreso Educativo (NAEP), que son programas del Departamento de Educación de los Estados Unidos empleados para determinar áreas como la asignación de fondos a las escuelas, para evaluar estados socioeconómicos del área de asistencia de la escuela y para evaluar el progreso educativo. También se puede divulgar información a programas estatales o locales de salud o educación administrados por la agencia estatal o la agencia local de educación, siempre que la agencia de
educación estatal o local administre el programa, y programas de nutrición federales, estatales o locales similares al Programa Nacional de Almuerzos Escolares. Además, toda la información contenida en la solicitud de servicios gratuitos y a precio reducido puede ser liberada a personas directamente conectadas con la administración o la ejecución de programas autorizados bajo la Ley Nacional de Almuerzos Escolares (NSLA) o la Ley de Nutrición Infantil (CNA); incluyendo los Programas Nacionales de Almuerzos Escolares y de Desayunos Escolares, el Programa de Leche Especial, el Programa de Cuidados Alimenticios para Niños y Adultos, el Programa de Servicios Alimenticios de Verano y el Programa de Nutrición Complementaria Especial para Mujeres Bebés y Niñas (WIC); el Auditor General de los Estados Unidos para fines de audiencia, y los funcionarios federales, estatales o locales del orden público que investigan supuestas violaciones de los programas bajo la NSLA o la CNA.

Reaplicación: Usted puede aplicar para obtener beneficios en cualquier momento durante el año escolar. Además, si no resulta elegible ahora, pero durante el año escolar pierde su empleo, tiene una disminución en los ingresos familiares o un aumento en el tamaño de la familia, puede solicitar y completar la solicitud en ese momento.

La divulgación de información de elegibilidad no específicamente autorizada por la NSLA requerirá una carta de consentimiento por escrito del padre de familia o tutor. Le avisaremos cuando su solicitud haya sido aceptada o rechazada.

Atentamente,

Maureen Caraballo
Business Official

Los demás programas de asistencia nutricional del FNS, las agencias estatales y locales, y sus beneficiarios secundarios, deben publicar el siguiente Aviso de No Discriminación:

De conformidad con la Ley Federal de Derechos Civiles y los reglamentos y políticas de derechos civiles del Departamento de Agricultura de los EE. UU. (USDA, por sus siglas en inglés), se prohíbe que el USDA, sus agencias, oficinas, empleados e instituciones que participan o administran programas del USDA discriminen sobre la base de raza, color, nacionalidad, sexo, discapacidad, edad, o en represalia o venganza por actividades previas de derechos civiles en algún programa o actividad realizados o financiados por el USDA.

Las personas con discapacidades que necesiten medios alternativos para la comunicación de la información del programa (por ejemplo, sistema Braille, letras grandes, cintas de audio, lenguaje de señas americano, etc.), deben ponerse en contacto con la agencia (estatal o local) en la que solicitaron los beneficios. Las personas sordas, con dificultades de audición o discapacidades del habla pueden comunicarse con el USDA por medio del Federal Relay Service [Servicio Federal de Retransmisión] al (800) 877-8339. Además, la información del programa se puede proporcionar en otros idiomas.

Para presentar una denuncia de discriminación, complete el Formulario de Denuncia de Discriminación del Programa del USDA, (AD-3027) que está disponible en línea en: http://www.ocio.usda.gov/sites/default/files/docs/2012/Spanish Form 508 Compliant 6 8 12 0.pdf, y en cualquier oficina del USDA, o bien escriba una carta dirigida al USDA e incluya en la carta toda la información solicitada en el formulario. Para solicitar una copia del formulario de denuncia, llame al (866) 632-9992. Haga llegar su formulario lleno o carta al USDA por:

1. correo: U.S. Department of Agriculture
   Office of the Assistant Secretary for Civil Rights
   1400 Independence Avenue, SW
   Washington, D.C. 20250-9410;
2. fax: (202) 690-7442; o
3. correo electrónico: program.intake@usda.gov

Esta institución es un proveedor que ofrece igualdad de oportunidades.
2022-2023 Solicitud de Familia para las Comidas Escolares y Leche Gratis o Precios Reducidos

Para solicitar por comidas gratuitas o precios reducidos para sus niños, lea las instrucciones en el reverso, complete este formulario para su hogar, firme su nombre y volver a. Llene si usted necesita ayuda. 914-478-6405. Nombres adicionales se pueden ser listados en un documento separado.

Devuelva aplicaciones completas a: MAUREEN CARABALLO, HASTINGS SCHOOL BUSINESS OFFICE, 27 FARRAGUT AVE., HASTINGS ON HUDSON, NY 10706

1. Lista todos los niños en su hogar que asisten una escuela:

<table>
<thead>
<tr>
<th>Nombre del estudiante</th>
<th>Escuela</th>
<th>Grado/Profesor(a)</th>
<th>Hijo/a de crianza</th>
<th>Sin Ingreso, Emigrante, Fugitivo</th>
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2. SNAP/TANF/FDPIR beneficios:

Si alguien en su hogar recibe cupones de alimentos, o beneficios de TANF o FDPIR, liste su nombre y CASO # aquí. Vaya a la parte 4, y firme la solicitud.

Nombre:  
Caso #:

3. Informe todos los ingresos para TODOS los miembros del hogar (Omita este paso si usted respondió 'si' al paso 2)

Todos los miembros del hogar (Incluyendo a ti mismo y todos los niños que tienen ingresos).

Listo todos los miembros de la Familia no aparece en el paso 1 (incluido usted mismo) incluso si no reciben ingresos. Por cada miembro de su familia, si no reciben ingresos, informe los ingresos totales de cada fuente en su conjunto sólo dólares. Si no reciben cualquier otra fuente de ingresos, escriba ' 0 '. Si introduce ' 0 ' o dejar los campos en blanco, está certificando (prometedor) que no hay informe de ingresos.

<table>
<thead>
<tr>
<th>Nombre del miembro del hogar</th>
<th>Ganancias del trabajo antes de las deducciones Cantidad/Frecuencia</th>
<th>La manutención de menores, pensión alimenticia Cantidad/Frecuencia</th>
<th>Pensiones, los pagos de jubilación Cantidad/Frecuencia</th>
<th>Otros ingresos, Seguridad Social Cantidad/Frecuencia</th>
<th>Sin Ingreso, Emigrante, Fugitivo</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ ______ / ______</td>
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Totales miembros de la familia (niños y adultos)  
Últimos cuatro dígitos del Numero de Seguridad Social: XXX-XX-______

* Al completar la sección 3, un miembro de adulto del hogar tiene que proveer los últimos cuatro dígitos de su número de Seguro Social (SS#), o marcar el " no tengo un número de SS# " antes de que la aplicación puede ser aprobada.

4. Firma: Un miembro adulto del hogar tiene que firmar esta aplicación antes de que se puede aprobar.

Certifico (prometo) que toda la información en esta aplicación es verdadera y que todos los ingresos están reportados. Entiendo que les doy esta información para que la escuela recibirá fondos federales; los funcionarios de la escuela pueden verificar la información, y si yo doy intencionalmente información falsa, puedo ser procesado bajo leyes federales y estatales aplicables, y mis hijos pueden perder beneficios de comida.

Firma: ___________________________ Fecha: ___________________________

Dirección de correo electrónico: ___________________________
Teléfono de la casa: ___________________________  Teléfono del trabajo: ___________________________  Dirección de la casa: ___________________________

5. Estamos obligados a solicitar información sobre la raza de sus niños y su origen étnico. Esta información es importante y ayuda garantizar que servimos completamente a nuestra comunidad. Responder a esta sección es opcional y sus niños seguirán teniendo derecho a solicitar comidas escolares gratis o a precio reducido.

Grupo étnico:  
Raza (marque una o más):  

NO ESCRIBA DEBAJO ESTA LÍNEA PARA USO DE LA ESCUELA
Annual Income Conversion (Only convert when multiple income frequencies are reported on application)
Weekly X 52; Every Two Weeks (bi-weekly) X 26; Twice Per Month X 24; Monthly X 12
☐ SNAP/TANF/Foster
☐ Income Household: Total Household Income/How Often: _____________/___________ Household Size: ______________
☐ Free Meals ☐ Reduced Price Meals ☐ Denied/Paid
Signature of Reviewing Official ______________ Date Notice Sent: ______________
INSTRUCCIONES DE SOLICITUD

Para solicitar comidas gratuitas o precio reducido, llee sólo una solicitud de su hogar siguiendo las instrucciones. Firme la solicitud y envíela a Maureen Caraballo, Hastings-on-Hudson UFSD Business Office, 27 Farragut Avenue, Hastings-on-Hudson, NY 10706. Si tiene un hijo de crianza en su hogar, usted puede incluir en su solicitud. Lleve a la escuela si necesita ayuda: (914) 478-6405. Asegúrese de que toda la información se proporcione. Si no lo hace puede resultar en la denegación de beneficios para su hijo o retrasos innecesarios en la aprobación de su solicitud.

PARTE 1

TODO LOS HOGARES NECESITEN COMPLETAR LA INFORMACIÓN. NO LLENE MAS DE UNA SOLICITUD PARA SU HOGAR.

1. Imprima los nombres de los niños para usted está aplicando en una sola aplicación.
2. Líste su grado y escuela.
3. Marque el bloque para indicar un hijo que tiene deficiencia en el hogar, o si usted cree que un niño tiene alguna enfermedad o discapacidad que afecte a quien vive en su hogar, o si el niño tiene un problema de salud que puede ser un obstáculo para estudiar. (Personal de la escuela confirmará esta elegibilidad).

PARTE 2

HOGARES CON CUPONES DE ALIMENTOS, TANF O FDPIR DEBE COMPLETE PARTE 2 Y FIRME PARTE 4

1. Líste un presente SNAP, TANF, o FDPIR (Programa de Distribución de Alimentos en Reservaciones Indígenas) caso número de alguien viviendo en su hogar. El número del caso esta proporcionado en su tarjeta de beneficiarios.
2. Un miembro adulto del hogar necesita firmar la solicitud en PARTE 4. Omítala PARTE 3. No líste nombres de miembros del hogar o ingresos si lista un caso número de SNAP, TANF o FDPIR número.

PARTE 3

TODO OTROS HOGARES NECESITEN LLANAR ESAS PARTES Y TODOS DE PARTE 4.

3. Escriba los nombres de todos en su hogar, sean o no recibe ingresos. Incluya su nombre y los niños que usted está solicitando, todos los otros niños, su marido(a), abuelos, y otras personas en su hogar (familia o no). Utilice otra hoja de papel si necesita más espacio.
4. Escribe la cantidad de ingresos Corrientes de cada miembro del hogar recibes, antes de impuestos o otras reducciones, e indica de donde vino, tales como sueldo, asistencia social, pensiones e otros ingresos. Si el ingreso corriente es más o menos del normal, indique el ingreso normal de esa persona. Especifique la frecuencia con la cantidad de ingresos que se recibe: semanal, cada dos semanas, dos veces cada mes, o mensual. El valor de cuidado de niños, proporcionado u arreglado, o cualquier cantidad recibida como pago por cuidado de niños o reembolso de los gastos incurridos por ese cuidado bajo de Cuidado de niños y Subvención de Desarrollo Bucal, TANF y Programas de Cuidado de Niños de Riesgos no deben ser considerados como ingresos para este programa.
5. Pon el número total de miembros de la familia en la cajita. Este número debe incluir todos los adultos y niños en el hogar, y debe reflejar los miembros enumerados en parte 1 y parte 3.
6. La aplicación debe contener sólo el último cuatro dígitos del número de Seguridad Social del adulto que firma PARTE 4 si parte 3 está llenando. Si el adulto no tenga un Número de Seguridad Social, marque la cajita. Si usted listó un número de SNAP, TANF o FDPIR, un número de Seguridad Social no es necesario.
7. Un miembro adulto del hogar tiene que firmar la aplicación en Parte 4.

OTROS BENEFICIOS: Su hijo(a) puede ser elegible por beneficios como Medicaid o Programa de Seguro Médico para Niños (PSMN). Para determinar si su hijo(a) es elegible, funcionarios del programa necesitan información desde la solicitud de comidas gratis o precio reducido. Su consentimiento escrito se requiere antes de que cualquier información pueda ser puesta en libertad. Por favor, refiérase a la Carta de Revelación Paternal y Declaración de Consentimiento para obtener información sobre otros beneficios.

USO DE INFORMACIÓN DE DECLARACIÓN

USO DE INFORMACIÓN DECLARACIÓN: El Richard B. Russell Ley Nacional de Almuerzo Escolar exige la información en esta solicitud. Usted no necesita dar la información, pero si lo hace, nosotros no podemos aprobar su hijo(a) por comidas gratuitas o a precios reducidos. Debe incluir los últimos cuatro dígitos del número de Seguridad Social del miembro adulto asociado primero del hogar o cualquier adulto en el hogar que firma la aplicación. Los últimos cuatro dígitos del número de Seguridad Social no son necesarios si usted está solicitando para un hijo de crianza a usted lista un número de Cupones de Alimentos, Temporal Asistencia para Familias Necesitadas (TANF) o el Programa de Distribución de Alimentos en Reservaciones Indígenas (PDARI) u otro identificador PDARI para su niño o cuando usted indica que el miembro adulto del hogar que firma la solicitud no tiene número de Seguridad Social. Nosotros usamos su información para determinar si su niño es elegible para recibir comidas gratis o a precio reducido, y para la administración y la ejecución de los programas de almuerzo y desayuno. Es posible que compartiremos su información de elegibilidad con programas de educación, salud, y nutrición para ayudarles a evaluar, financiar, o determinar beneficios para sus programas, auditores para revisar programas, y funcionarios del orden para ayudarles a investigar violaciones de las reglas del programa.

QUEJAS DE DISCRIMINACIÓN

De conformidad con la Ley Federal de Derechos Civiles y los reglamentos y políticas de derechos civiles del Departamento de Agricultura de los EE. UU. (USDA, por sus siglas en inglés), se prohíbe que el USDA, sus agencias, oficinas, empleados e instituciones que participan o administran programas del USDA discriminan sobre la base de raza, color, nacionalidad, sexo, discapacidad, edad, o en represalia o venganza por actividades previas de derechos civiles en algún programa o actividad realizados o financiados por el USDA.

La personas con discapacidades que necesiten medios alternativos para la comunicación de la información del programa (por ejemplo, sistema Braille, letras grandes, cintas de audio, lenguaje de señas americano, etc.), deben ponerse en contacto con la agencia (estatal o local) en la que solicitaron los beneficios. Las personas sordas, con dificultades de audición o discapacidades del habla pueden comunicarse con el USDA por medio del Federal Relay Service (Servicio Federal de Retransmisión) al (800) 877-8339. Además, la información del programa se puede proporcionar en otros idiomas.

Para presentar una denuncia de discriminación, complete el Formulario de Denuncia de Discriminación del Programa del USDA (AD-3027) que está disponible en línea en: http://www.ooc.usda.gov/sites/default/files/docs/2012/Spanish Form 508 Compliant 6 8 12 0.pdf y en cualquier oficina del USDA, o bien escriba una carta dirigida al USDA e incluya en ella toda la información solicitada en el formulario. Para solicitar una copia del formulario de denuncia, llame al (866) 632-9992. Haga llegar su formulario lleno o carta al USDA por:

1. correo: U.S. Department of Agriculture
   Office of the Assistant Secretary for Civil Rights
   1400 Independence Avenue, SW
   Washington, D.C. 20250-9410;
2. fax: (202) 890-7442; o
3. correo electrónico: program.intake@usda.gov.

Esta institución es un proveedor que ofrece igualdad de oportunidades.
Hastings Public Schools
27 Farragut Avenue
Hastings-on-Hudson, N.Y. 10706

Telephone: 914-478-6220
Fax: 914-478-6217
E-Mail: martoranaj@bohschools.org

Director of Facilities
Joe Martorana

August, 2022

To the Parents/Guardians of Students and Staff Members of the Hastings School District:

In accordance with Commissioner of Education Regulations 155.7, the Hastings on Hudson School District is required to provide written notification to all persons in a parental relation, faculty, and staff members regarding the availability of the results of the annual asbestos inspections for each building in the Hastings School District. These reports are available for review in the main office of each building and at the Buildings and Grounds Office in the Farragut Complex.

If you have questions related to the reports or their availability, please feel free to contact me at the above address, telephone or email.

Respectfully,

Joe Martorana
Director of Facilities
August, 2022

To the Parents/Guardians of Students and Staff Members of the Hastings School District,

In accordance with Commissioner of Education Regulations 155.7, the Hastings on Hudson School District is required to provide written notification to all persons in a parental relation, faculty, and staff members regarding the availability of the results of the annual fire inspection for each building in the Hastings School District. These reports are available for review in the main office of each building and at the Buildings and Grounds Office in the Farragut Complex.

If you have questions related to the reports or their availability, please feel free to contact me at the above address, telephone or email.

Respectfully,

Joe Martorana
Director of Facilities
August, 2022

To the Parents of Students and Staff Members of the Hastings School District,

In accordance with New York State Education Law 409-H, at the beginning of each year, the Hastings on Hudson School District is required to provide written notification to all persons in a parental relation and staff members, the name and telephone number of the school pesticide representative. The individual listed below is the person to be contacted for further information on the school’s pest management policies and procedures.

Mr. Joe Martorana
Director of Facilities
27 Farragut Avenue
Hastings on Hudson, NY 10706

Telephone: 914-478-6220 Regular Business Hours: 8:00AM – 4:30PM

The Hastings on Hudson School District does not use any pesticides or herbicides in the school buildings or on the school grounds except in an emergency situation that would present an imminent threat to human health. The District employs a private vendor to oversee our integrated pest management program. The activity of any insects or other pests is monitored by the use of non-pesticide containing bait traps in areas that are inaccessible to children.

In the event that an infestation does occur, an emergency application of the least toxic pesticide may be necessary to prevent an imminent threat to human health. The District will make a good faith effort to notify all persons in parental relation and staff in writing prior to any emergency application.

Respectfully,

Joe Martorana
Director of Facilities
Dear Hastings Community,

We hope you are enjoying the summer! We are writing to re-introduce you to the Hastings-on-Hudson PTSA and to our 2022-23 Executive Committee.

The Hastings-on-Hudson PTSA is a nonprofit, all volunteer organization that partners with families, schools, and the community on behalf of all students. Our PTSA has a powerful voice for all children, continually strives to be a relevant resource for all families and the Hastings community, and consistently acts as an advocate for the educational experience and well-being of every child.

PLEASE JOIN THE HASTINGS PTSA TO SUPPORT OUR MISSION! Membership and other fundraising dollars directly support school programming including: cultural arts, enrichment, teacher training and other grants; scholarships; hospitality & staff appreciation events; advocacy efforts; and more! If your time permits, consider joining a PTSA committee or volunteering at an event. Community involvement and participation is crucial, and the PTSA always strives for new ideas.

Your generous contributions of time, money and support make the PTSA’s efforts and programming possible.

Sign up online by August 23rd and for $5 (to cover shipping/handling) we will mail the PTSA’s calendar (a gift to our members that many describe as “essential”) to you before school starts! Or, if you prefer, purchase your membership and pick-up your calendar at the Hastings Farmers Market or back-to-school events. Please check www.htsahastings.org for exact dates/times.

The link to join can be found at https://hoh-pta-membership-2022-23.cheddarup.com

Here’s to a rewarding school year!

Sincerely,
The 2022-23 Hastings-on-Hudson PTSA Executive Committee

<table>
<thead>
<tr>
<th>President</th>
<th>President-Elect</th>
<th>Vice Presidents, Hillside School</th>
<th>Vice Presidents, Farragut Middle School</th>
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<tr>
<td>Kefira Wilderman</td>
<td>Tammy Black</td>
<td>Rachel Ratcliffe and Bessie Wilkerson</td>
<td>Donna Leparulo and Erica Sersen</td>
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<th>Recording Secretary</th>
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<td>Cynthia Brent and Joanna Steinglass</td>
<td>Matt Esposito</td>
<td>Eleanor Rubin</td>
<td>Melissa Sbrega</td>
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<th>Vice Presidents, Hospitality/Events</th>
<th>Vice Presidents, Fundraising</th>
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<tr>
<td>Christina Gagliardi</td>
<td>Lisa Heinlein and Stacey Merchant</td>
<td>Robin Muskin, Tanya Rynders, Laura Sanzel</td>
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<td>Anne Cunningham</td>
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