

AVOCA

CENTRAL SCHOOL DISTRICT

WWW.AVOCACSD.ORG



TigerPride

2023 - 2024

CALENDAR

OUR MISSION

The purpose of the Avoca CSD is to provide a safe, nurturing, and welcoming environment that challenges students with an exceptional education. We will prepare students to be life-long critical, independent thinkers in the career, college or military experience of their choosing.

Communications Checklist

In an ongoing effort to increase effective communication among all the "stakeholders" in our students' education, we have developed a communications checklist that should help you contact the appropriate staff members with your questions and concerns.

In order to handle problems in the most effective way, it is extremely important that the staff member most directly involved with the question or concern is contacted first. In order to facilitate this process, when someone contacts a Board of Education member or administrator before proceeding through this process, you will find that you will be asked if you have contacted the staff member most immediately involved in the issue. If the question is not answered or the issue is not resolved at a given step, then you should proceed to the next step. The Board of Education would become involved, if necessary at the final appeal stage of the process.

Questions/Concerns

ACADEMIC: DIFFICULTIES

- Step 1** - Classroom/Subject Teacher
- Step 2** - Guidance
- Step 3** - Principal
- Step 4** - Superintendent
- Step 5** - Board of Education

ACADEMIC: SCHEDULING

- Step 1** - Guidance
- Step 2** - Principal
- Step 3** - Superintendent

ACADEMIC CURRICULUM

- Step 1** - Classroom/Subject Teacher
- Step 2** - Principal
- Step 3** - Superintendent

BEHAVIOR

- Step 1** - Classroom/Subject Teacher
- Step 2** - School Psychologist/
Guidance
- Step 3** - Principal
- Step 4** - Superintendent
- Step 5** - Board of Education

ATHLETICS

- Step 1** - Coach
- Step 2** - Director of Athletics
- Step 3** - High School Principal
- Step 4** - Superintendent
- Step 5** - Board of Education

BUDGET

- Step 1** - Business Office
- Step 2** - Superintendent
- Step 3** - Board of Education

CLASSROOM PROCEDURES

- Step 1** - Classroom/Subject Teacher
- Step 2** - Principal
- Step 3** - Superintendent
- Step 4** - Board of Education

EXTRACURRICULAR ACTIVITIES

- Step 1** - Club Advisor
- Step 2** - High School Principal
- Step 3** - Superintendent
- Step 4** - Board of Education

MEDICAL

- Step 1** - School Nurse
- Step 2** - Principal
- Step 3** - Superintendent
- Step 4** - Board of Education

BOARD OF EDUCATION POLICIES

- Step 1** - District Clerk
- Step 2** - Superintendent
- Step 3** - Board of Education

SPECIAL EDUCATION

- Step 1** - Classroom/SE Teacher
- Step 2** - CSE Chairperson
- Step 3** - Principal
- Step 4** - Superintendent
- Step 5** - Board of Education

TRANSPORTATION

- Step 1** - Driver
- Step 2** - Transportation Supervisor
- Step 3** - Principal
- Step 4** - Superintendent
- Step 4** - Board of Education

BUILDING USE

- Step 1** - Superintendent
- Step 2** - Board of Education

BUILDING AND GROUNDS

- Step 1** - Director of Facilities
- Step 2** - Superintendent
- Step 3** - Board of Education

TECHNOLOGY

- Step 1** - Technology Coordinator
- Step 2** - Superintendent
- Step 3** - Board of Education

Updated calendar information: Information in this calendar was compiled and finalized in early August 2023. Dates, times and locations are subject to change. District news and a regularly updated online calendar are available at www.avocacsd.org.

Phone: (607) 566-3000

- Press 1 Middle/High School Office & Guidance (Ext. 1125)
- Press 2 Elementary Office & Special Education (Ext. 1121)
- Press 3 Athletic & Special Programs Director (Ext. 1161)
- Press 4 Nurse (Ext. 1124)
- Press 5 Bus Garage/Cafeteria/Maintenance
- Press 6 Business & Superintendent's Offices

School Closing Information

In the event of severe weather or other emergencies, it may be necessary to close school, delay starting or to dismiss early. Parents will receive an automated phone message. Please listen to the radio and TV stations listed. Do not call the school or the radio stations. It is important that the telephone lines be kept open in the case of severe weather or emergencies.

- 105.3 FM KICKEN' COUNTRY
- 98.3 FM WVIN
- 106.1 FM WINK
- CH 18 WETM -TV

Two-Hour Delay Schedule

STUDENT ARRIVAL PROCEDURES

- 10:00** Teachers on Duty
- 10:00** Building Open to Students
- 10:00-10:08** Students Pass to 3rd Period
- 10:08-10:10** Pledge of Allegiance & Announcements

MORNING CLASS SCHEDULE


- 1st & 2nd** None
- 3rd** 10:10-10:34 a.m.
- 4th** 10:37-11:02 a.m.

REGULAR CLASSES, 5TH-9TH PERIODS


- All-day BOCES students must report to school by 11:10 a.m. to catch the afternoon BOCES bus to Wildwood that leaves at 11:15 a.m.
- Morning BOCES students must report to school by 12:30 p.m. for their 7th period classes.
- If we have more than one two-hour delay, we will flip periods 3 and 4 to periods 1 and 2 and continue to rotate.

Grades 6-12 Daily Schedule





- 7:55** Teachers on Duty
- 7:55-8:03** Students Pass to 1st Period/Homeroom
- 8:03-8:05** Pledge of Allegiance & Announcements: Students in Classroom
- 1st Period** 8:05 - 8:47 a.m.
- 2nd Period** 8:50 - 9:32 a.m.
- 3rd Period** 9:35 - 10:17 a.m.
- 4th Period** 10:20 - 11:02 a.m.
- 5th Period** 11:05 - 11:47 a.m.
- 6th Period (A)** 11:50 a.m. - 12:11 p.m.
- 6th Period (B)** 12:11 - 12:32 p.m.
- 7th Period (A)** 12:35-12:56 p.m.
- 7th Period (B)** 12:56 - 1:17 p.m.
- 8th Period** 1:20 - 2:02 p.m.
- 9th Period** 2:05 - 2:47 p.m.
- 2:47** Students are Excused
- 3:00** Buses Depart
- 2:55-3:25** After School Help Session
- 3:25** Teachers Off Duty
- 2:55-6:30** Commons Open for Students
- 5:00** Late Bus Run

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AUGUST 2023 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	OCTOBER 2023 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31				1	2
3	4  LABOR DAY NO SCHOOL	5 SUPERINTENDENT'S NO SCHOOL CONFERENCE DAY Open Building Day 6-7:30 pm	6 SUPERINTENDENT'S NO SCHOOL CONFERENCE DAY Open Building Day 9 am to 6 pm	7 FIRST DAY OF SCHOOL	8	9
10	11	12	13	14	15	16
17	18 Spirit Week	19 • Board of Education Meeting, 7 p.m., Room 137	20	21 • Sports Boosters Color Run, 6 p.m.	22	23 • Homecoming
24	25	26	27	28	29 • School Picture Day	30




S	M	T	W	T	F	S
1	2	3	4	5	6	7
					<ul style="list-style-type: none"> Fall Sports Photo Day 	
					EARLY RELEASE 15 MINUTES EARLY	
8	9	10	11	12	13	14
	 COLUMBUS DAY NO SCHOOL	<ul style="list-style-type: none"> Board of Education Meeting, 7 p.m., Room 137 	<ul style="list-style-type: none"> SAT 		<ul style="list-style-type: none"> Student Council Blood Drive 10 a.m. to 3 p.m. Interim Report 1 	
15	16	17	18	19	20	21
					<ul style="list-style-type: none"> PSAT 	
22	23	24	25	26	27	28
29	30	31				
		Halloween			SEPTEMBER 2023 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	NOVEMBER 2023 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30



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			1	2	3 <ul style="list-style-type: none"> School Picture Retake Day National Honor Society Induction Ceremony JH Area All-State, Hornell 	4																																																																																											
5 Daylight Saving Time Ends	6	7 Election Day	8	9 • Veterans Brunch, 8:30 a.m.	10  VETERANS DAY NO SCHOOL	11 VETERANS DAY																																																																																											
12	13 • Winter Sports Begin	14	15	16	17 • Senior High Area All-State, Elmira • Report Card 1	18																																																																																											
19	20	21 • Board of Education Meeting, 7 p.m., Room 137	22  PARENT/TEACHER NO SCHOOL CONFERENCE DAY	23  THANKSGIVING RECESS NO SCHOOL	24  THANKSGIVING RECESS NO SCHOOL	25																																																																																											
26	27	28	29	30	OCTOBER 2023 <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </table> DECEMBER 2023 <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1 2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>		S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					S	M	T	W	T	F	S							1 2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						
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3	4 • Winter Sports Photos	5	6	7 Hanukkah (begins at sundown)	8	9 • Avoca Wrestling Duals
10	11	12	13	14 • Band Winter Concert 6 p.m.	15	16
17	18	19 • Senior Citizen Luncheon, 1:30 p.m. • Board of Education Meeting, 2:30 p.m. • Chorus Winter Concert, 6 p.m.	20	21 • Interim Report 2 Winter Solstice	22  WINTER RECESS NO SCHOOL	23
24	25  CHRISTMAS	26 	27 	28 	29 	30
31 New Year's Eve	WINTER RECESS NO SCHOOL	WINTER RECESS NO SCHOOL	WINTER RECESS NO SCHOOL	WINTER RECESS NO SCHOOL	WINTER RECESS NO SCHOOL	



S	M	T	W	T	F	S
	1  NEW YEAR'S DAY NO SCHOOL	2	3	4	5	6 • Cheer Competition
7	8	9	10	11	12	13
14	15  MARTIN LUTHER KING JR. DAY NO SCHOOL	16 • Board of Education Meeting, 7 p.m., Room 137	17	18	19 • Senior High Vocal Solo Festival, Alfred-Almond	20 • Grade 6 Instrumental Solo Festival, Bradford
21	22	23 Regents Exams	24 Regents Exams	25 Regents Exams	26 Regents Exams	27 • Walt Peterson Wrestling Invitational • Grades 7-12 Band Solo Festival, Cambell-Savona
28	29  SUPERINTENDENT'S NO SCHOOL CONFERENCE DAY	30	31		DECEMBER 2023 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	FEBRUARY 2024 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29



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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

• Report Card 2

Groundhog Day

Kindergarten Registration, 9 a.m. to 1 p.m.

• Board of Education Meeting, 7 p.m., Room 137

Ash Wednesday
Valentine's Day

**PARENT-TEACHER
CONFERENCE DAY**
HALF DAY

11:40 A.M. DISMISSAL



PRESIDENTS DAY
NO SCHOOL



MID-WINTER RECESS
NO SCHOOL



MID-WINTER RECESS
NO SCHOOL



MID-WINTER RECESS
NO SCHOOL



MID-WINTER RECESS
NO SCHOOL



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FEBRUARY 2024 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	APRIL 2024 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30				1 • Steuben County All-County Music Festival (Grade 6 Band/JH Chorus/SH Band), Corning-Painted Post →	2
3	4	5	6	7	8 • Interim Report 3	9
	Read Across America Week →					
10 Daylight Saving Time Begins	11 • Spring Sports Begin	12 • Student Council Blood Drive, 10 a.m. to 3 p.m.	13	14	15 • Steuben County All-County Music Festival (Grade 6 Chorus/JH Band/SH Chorus), Bath-Haverling →	16
17 St. Patrick's Day	18  SUPERINTENDENT'S NO SCHOOL CONFERENCE DAY	19 • Board of Education Meeting, 7 p.m., Room 137 Vernal Equinox	20 • Spring Sports Photos	21	22	23
24 Palm Sunday	25	26	27	28	29  GOOD FRIDAY NO SCHOOL	30
31 Easter						



S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12 • Report Card 3 • NYSSMA Solo Festival, Horsehead HS →	13
14	15	16	17 • Board of Education Meeting, 7 p.m., Room 137	18 • Grades 4-12 Spring Band Concert, 6 pm	19	20
21	22 Earth Day Passover (begins at sundown) SPRING RECESS NO SCHOOL	23 SPRING RECESS NO SCHOOL	24 SPRING RECESS NO SCHOOL	25 SPRING RECESS NO SCHOOL	26 SPRING RECESS NO SCHOOL	27
28	29	30			MARCH 2024 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	MAY 2024 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31



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5	6	7	8	9	10	11
		Teacher Appreciation Day	Staff Appreciation Week			
12	13	14	15	16	17	18
Mother's Day		<ul style="list-style-type: none"> Board of Education Meeting, 7 p.m., Room 137 				<ul style="list-style-type: none"> Prom Tiger All-Nighter Begins at 11 p.m.
19	20	21	22	23	24	25
<ul style="list-style-type: none"> Tiger All-Nighter Ends at 5 a.m. 		Annual School Budget & Board of Education Vote 12 to 8 pm <ul style="list-style-type: none"> Art Festival 5 to 8 p.m. Grades 5-12 Spring Choral Concert, 6 p.m. 	<ul style="list-style-type: none"> Art Festival, 5 to 8 p.m. 		<ul style="list-style-type: none"> Interim Report 4 	
26	27	28	29	30	31	If no emergency days are used school will not be in session Thursday, May 23, 2024 and Friday, May 24, 2024. If one emergency day is used, school will not be in session Friday, May 24, 2024.
	<ul style="list-style-type: none"> Grades 7-12 Band Memorial Day Ceremony  MEMORIAL DAY NO SCHOOL	<ul style="list-style-type: none"> Junior/Senior Banquet 6 pm 				



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2	3	4 • Middle/High School Awards, 6 pm Regents Exams	5	6	7	8
9	10	11	12 • Athletic Awards Ceremony, 6 p.m.	13 • Tiger-ific Day Last Day of School Grades 7-12	14 • First Grade Flag Day Event, 1:45 p.m. Flag Day Regents Exams	15
16 Father's Day	17 Regents Rating Day	18 • Board of Education Meeting, 7 p.m., Room 137 Regents Exams	19  JUNETEENTH NO SCHOOL	20 • Baccalaureate, 6 p.m. Summer Solstice Regents Exams	21 • High School Graduation Ceremony, 6:30 p.m. Regents Exams	22
23	24 • Kindergarten Celebration, 6 pm Regents Exams	25	26  SUPERINTENDENT'S LAST DAY FOR TEACHERS CONFERENCE DAY	27	28	29
30		LAST DAY OF SCHOOL Regents Exams	Regents Rating Day			



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	<ul style="list-style-type: none"> Summer Learning Program Begins (Thru 8/15) 																																																																																																							
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	Basketball Camp, 9 am - 1 pm																																																																																																							
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Required Notifications

EQUAL EMPLOYMENT OPPORTUNITY (POLICY 6120)

The Avoca School District is an equal opportunity employer and does not discriminate against any employee or applicant for employment in its programs and activities on the basis of legally protected class or category including, but not limited to: age; race; creed; religion; color; national origin; sexual orientation; gender identity or expression; military status; sex; disability; predisposing genetic characteristics; familial status; marital status; status as a victim of domestic violence; and criminal arrest or conviction record.

PUBLIC ACCESS TO STUDENT RECORDS (POLICY 7240)

The School District shall comply with the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA). Under its provisions, parents/guardians and noncustodial parent(s), whose rights are not limited by court order or formal agreement, of a student under eighteen (18), or a student who is eighteen (18)

years of age or older or who is attending an institution of post-secondary education, have a right to inspect and review any and all education records maintained by the School District.

CHALLENGE TO STUDENT RECORDS

Parents/guardians of a student under the age of eighteen (18), or a student who is eighteen (18) years of age or older or who is attending an institution of post-secondary education, shall have an opportunity for a hearing to challenge the content of the school records, to ensure that

the records are not inaccurate, misleading, or otherwise in violation of the privacy of students, and to provide an opportunity for the correction or deletion of any such inaccurate, misleading, or otherwise inappropriate data contained therein.

STUDENT DIRECTORY INFORMATION (POLICY 7241)

The District shall publish an annual public notice informing parents or eligible students (i.e., a student eighteen (18) years of age or older or who is attending an institution of post-secondary



Required Notifications...continued

education) of the District's definition of directory information, the parent/eligible student's right to refuse the release of student directory information and indication of the time period for their response. (Directory information is information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed.) Following such public notice and a reasonable response period, the District may release such information to an outside group without individual consent.

The Family Educational Rights and Privacy Act (FERPA) defines student directory information as any of the items as indicated in the following list. The Avoca Central School District will release the following defined directory information:

- Name and parent name
- Address
- Telephone listing
- Date and place of birth
- Major field of study
- Grade level
- Participation in sports and activities

- Weight and height (for members of athletic teams)
- Dates of attendance
- Honors, degrees and awards
- Email address
- Photograph
- Name of educational institution previously attended
- Artwork and voice

MILITARY RECRUITERS' ACCESS (POLICY 7242)

The School District shall comply with a request by a Military Recruiter for names, addresses, and telephone listings of eligible students. Eligible student under ESEA and the National Defense Authorization Act is defined as a secondary student who is seventeen (17) years of age or older or in the eleventh grade (or its equivalent) or higher. Under ESEA and the National Defense Authorization Act, parents must be notified that the School District by law routinely discloses students' names, addresses, and telephone listings to Military Recruiters upon request, subject to a parent's/eligible student's request not to disclose such information with written parental verification of such request.



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Required Notifications...continued

ATTENDANCE POLICY (POLICY 7110)

The Board of Education recognizes that regular school attendance is a major component of academic success. Through implementation of this policy, the Board expects to improve student attendance, reduce unexcused absences, tardiness, and early departures (referred to in this policy "ATEDs"), encourage full attendance by all students, maintain an adequate attendance recordkeeping system, identify patterns of student ATEDs and develop effective intervention strategies to improve school attendance.

LIST OF ACCEPTABLE EXCUSES

Listed below are the only excuses the State of New York's Department of Education, recognizes as Excused Absences.

1. Personal illness
2. Illness or death in the family
3. Impassable roads due to inclement weather
4. Religious observance
5. Quarantine
6. Required court appearances

7. Attendance at health clinics
8. Approved college visits
9. Approved cooperative work programs
10. Military obligations

All others absences are considered unexcused absences.

All ATEDs must be accounted for.

It is the parent's responsibility to notify the school office within 24 hours of the ATED and to provide a written excuse within two school days of the student's return to school.

Absence Procedures—if the student has to leave school during the day send a note with the student that morning. For Elementary (K-5) students, the note should be given to the teacher. For Middle/High School students, the note should be given to the secretary. The parent of students in grades K-5 must come into the school to sign their student out.



NOTES



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AVOCA

CENTRAL SCHOOL DISTRICT

17 OLIVER STREET #29
P.O. BOX G
AVOCA, NY 14809

Superintendent Stephen Saxton

BOARD OF EDUCATION

Megan Hubbard, *President*

Elizabeth Peck, *Vice-President*

Terry Belanger

Sean Turner

Donald Rodbourn

GRADUATION

FRIDAY, JUNE 21 6:30 P.M.

DOORS WILL OPEN AT 5:45
P.M.

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