

BACK TO SCHOOL



SPECIAL ISSUE FOR FAMILIES OF STUDENTS AT CLCS AUGUST 2023

First Day of School

Classes start Thursday, September 7 for all Chautauqua Lake students in grades Pre-K-12. Doors open at 7:45 a.m., start time is 7:50 a.m. The late bell rings at 7:57 a.m.

BOCES classes, including CTE, will start on Tuesday, September 6th.

A Message From Superintendent Dr. Joshua Liddell

PRIDE AND PROGRESS: BACK TO SCHOOL 2023

As we approach the start of the 2023-24 academic year, we are excited to share our impressive progress at Chautauqua Lake this past summer. Our pursuit of excellence has driven significant advancements in preparing our campus and refining student programs for the upcoming year. Our teachers, coaches, leadership team, and support staff have shown remarkable dedication, and have worked hard to ensure we are ready for our students to return on Thursday, September 7th.

This summer, our teacher teams worked collaboratively to update our Secondary and Elementary Building Priorities to better meet the needs of students and the district. These priorities align with our district goals and provide a strong framework for ongoing improvements. As the academic year begins, teachers will establish individual goals to help us accomplish these priorities and district goals.

Teachers have made curriculum enhancements over the past two months through various professional development initiatives. Their work has resulted in the development of three more secondary courses, which include JCC Foundations of Education, RIT Environmental Sustainability, and Tech Literacy with JCC English 1510. These new courses are in addition to the current 32 college/advanced level courses that provide up to 74 college credits.

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BACK TO SCHOOL 2023



Our commitment to elementary education could be seen this summer in our teachers' active participation in RIT's Project Lead the Way "Launch" program training. This STEM initiative adopts an experiential, hands-on, and project-driven approach. Through comprehensive training, our elementary teachers are well-prepared to integrate this program from kindergarten to 6th grade. Furthermore, our educators have trained together over the summer to prepare to deliver our new Reveal Math program. Selected after a two-year analysis and successful classroom piloting, this program marks another step forward in enhancing our elementary-level programming.

Throughout the summer, our students have actively participated in a range of school-connected activities, both within and beyond our campus. The "Dream It Do It of WNY Manufacturing Mayhem" camp provided a platform for students to immerse themselves in the world of advanced manufacturing. Through hands-on activities at Jamestown Community College (JCC), students gained insights into the manufacturing process, undertook local manufacturer tours, and engaged in daily project creation. Our elementary summer reading program has been another resounding success, spanning five weeks and enabling students to foster and sustain their literacy skills. It has also been great to see so many of our coaches and student-athletes on campus preparing for the upcoming athletic seasons.

During the summer, we also progressed with finalizing several facets of the Capital Project. These endeavors encompassed applying new roof coatings to all metal roof sections, refinishing the gym floors of the high school and middle school, installing new wrestling mats, finishing up our new wayfinding signs and replacing windows for 65 units. The ongoing Capital Project significantly contributes to our goal of safeguarding and enhancing our district's investments in facilities and infrastructure.

In closing, we are excited to announce that our district has been honored with the prestigious "Champions of Change" award by the New York State School Boards Association (NYSSBA). This esteemed accolade is a testament to our district's commitment to fostering creative change that enriches educational opportunities. Our pioneering efforts in the development of a cutting-edge manufacturing and engineering program have been recognized at the state level. We extend our gratitude to NYSSBA representative, Christine Schnaars, for presenting this award to our Board of Education. This recognition underscores our dedication to innovation, meaningful partnerships with manufacturers, and the proper preparation of our students for a successful future.

We express our heartfelt thanks to our community for your continued support and dedication to our great district. The collaborative endeavors of our faculty, staff, and administration have set us up for yet another successful academic year. We have been blessed to become one of the premier districts in our region. We look forward to seeing everyone back in a couple of weeks. Go Lake!

Respectfully,

Joshua E. Liddell Ph. D.

CHAUTAUQUA LAKE: STRONGER TOGETHER

Holly Snyder - Eugenia Hannum Award Recipient



The 2022-2023 recipient of the Eugenia Hannum Award was 4th grade teacher, Ms. Holly Snyder. According to the Elementary Principal, Mrs. Megan Lundgren, “Ms. Snyder consistently demonstrates tremendous dedication to perfecting her craft in order to enrich our students and school community, and is incredibly deserving of this recognition.” Eugenia Hannum was a third grade teacher at Mayville School. She was born in 1897 and died in 1977. She cared deeply for her students, loved reading and read to her students everyday.

Nickname Transition Update

The district has made great progress in our transition from the Thunderbird nickname and imagery to a new representation for our district. Our commitment to fostering a respectful and inclusive environment remains at the forefront of this endeavor.

Over this past summer, our dedicated committee members have been working diligently to ensure a smooth and thoughtful transition process. It is noteworthy that these committees have teacher, parent, student, administrative, alumni, coach and community representatives.

CL Campus Committee

This committee met over the summer and has the important task of identifying all instances where the Thunderbird nickname and imagery are present within our campus. Their meticulous work involves evaluating various areas, such as signage, and school materials. They have developed a comprehensive process for removing or modifying these elements, ensuring that our new representation is consistently implemented across all areas. We are moving quickly with this committee in order to utilize available capital project funding without infringing on funds for educational programs.

Throughout this transition, our district has remained committed to transparency and inclusivity. We recognize that this process may evoke a range of emotions and opinions within our community, and we encourage open dialogue. We are stronger when we listen to one another and work collaboratively to shape the future of our district.

As we continue this journey, we want to express our heartfelt gratitude to the members of both the CL Campus Committee and the CL Design Committee. We value your ongoing support and engagement as we navigate this transition together. We will be posting informational updates on our website as we continue to progress through the process.

CL Design Committee

The CL Design Committee will start meeting in September and will be working to select a new nickname and corresponding imagery that truly captures the essence of our district's values and aspirations. This process involves gathering the feedback of students, educators, parents, and community members to include diverse perspectives and insights.

Annual Building-Level Priorities

GOAL 1: SCHOOL CULTURE & CLIMATE

All students and staff will contribute to a supportive and positive environment that promotes integrity, tolerance, and respect for self and others. A focus will be placed on constructive community interactions and strengthening student transitions.

Elementary

- Proactively strengthen home/school community connections to support participation and collaboration.
- Model, recognize, and reinforce positive student behavior through PBIS sponsored incentives
- Increase student ownership over daily procedures and building initiatives to strengthen connections within the school community.
- Increase collaboration with partnering school districts to facilitate collaboration and strengthen student connections.

Secondary

- Provide an orientation and experiences that will enrich confidence and understanding of our school culture and grade-level expectations.
- Develop student voice and leadership through student-led activities that promote current and future Chautauqua Lake Secondary School academic and athletic traditions.
- Establish and maintain strategies that encourage a wider spectrum of the student population to participate in co-curricular activities. 85% of the student population will participate in one or more co-curricular activities during the school year.
- Develop opportunities and promote awareness for student-led community service and activities that make a positive impact and support those in need.

GOAL 2: STUDENT SAFETY & QUALITY OF LIFE

All students and staff will model and encourage safe, socially appropriate skills and healthy lifestyles. A balance of social, emotional, physical, and mental awareness aligned learning activities will lead to a comprehensive understanding of independence and empathy.

Elementary

- Provide programs and experiences that align with the behavior matrix and promote positive character traits within the school setting and the community at large.
- Incorporate daily, structured opportunities for students to engage in social emotional wellness activities.
- Develop school-wide health/wellness initiatives and events for students and families.

Secondary

- Focus on the continued development of secondary school programs and interventions that address healthy choices, positive interactions, social-emotional learning, and character.
- Establish a culture of learning that reinforces the importance of possessing a high level of respect and empowers students to take personal responsibility for their actions.
- Create a safe school community in which students feel secure and valued so that they can fully engage in the learning process.



GOAL 3: STUDENT ACHIEVEMENT & LEADERSHIP

All staff will provide highly effective, engaging, differentiated instruction and extracurricular activities in which students will actively participate to their fullest potential. Students will graduate with the life skills, leadership qualities and technological abilities necessary to succeed in their future endeavors.

Elementary

- Engage and challenge student learning and academic achievement with differentiated instruction by regularly evaluating, targeting, and responding to individual student performance.
- Ensure opportunities for students to learn in environments containing an abundance of reading and writing materials.
- Provide schoolwide enrichment opportunities that are centered around project-based learning and promote student exploration and creativity.

Secondary

- Implement a comprehensive and sustainable strategy that supports and improves student attendance. By fostering a positive and engaging school environment, reinforcing the significance of regular attendance, and addressing underlying barriers, we aim to enhance student attendance rates, thereby contributing to increased academic success and overall student well-being.
- Ongoing analysis and strategic implementation of the New York State Learning Standards that result in measurable student achievement.
- Provide students with the necessary tools, skills, and knowledge required to successfully make the transition from secondary school to higher education and post-secondary careers.
- Increase student achievement outcomes through equitable access to coursework, differentiated instructional strategies, and opportunities for student leadership

"GOALS" continued from page 4...

GOAL 3: STUDENT ACHIEVEMENT & LEADERSHIP

Secondary Cont'd

- Enhance our learning support program and student support network to ensure the academic and social proficiency of our students with disabilities.

GOAL 4: REAL-WORLD APPLICATIONS & CITIZENSHIP

All staff will develop curriculum and instruction that enables students to explore, learn and grow as individuals. Students will engage in hands-on learning experiences that reinforce a successful transition to college and/or career while properly preparing them to be good citizens.

Elementary

- Foster student awareness and engagement in activities within the community and outside world.
- Incorporate opportunities for students to understand, explore, and participate in real world problem solving.
- Students will be active participants in the exploration and identification of potential careers that align to their areas of interest and ability.

Secondary

- Increase student experiences with guest speakers and programs that focus on the value of education, the importance of possessing a strong work ethic and soft skills, and on making informed life choices
- Increase awareness of potential careers as they relate to specific subject areas and promote enrollment in college credit courses.
- Increase project-based, authentic learning opportunities that specifically integrate components of local industry, businesses, and institutions of higher learning to help students transition to post-secondary endeavors.
- Increase student opportunities in civic engagement activities.

GOAL 5: COLLABORATION & COMMUNICATION

All students and staff will engage in activities that promote collaboration and foster positive communication and growth. Opportunities will be provided for students to work together using active listening and effective communication skills that embrace diverse perspectives.

Elementary

- Design activities that teach and promote respectful communication and cooperation.
- Empower student leadership groups to develop student-led initiatives throughout the school year.
- Proactively strengthen home/school community connections to support participation and collaboration.

Secondary

- Implement a new District Wide communication platform [ParentSquare /StudentSquare] to foster clarity and collaboration on target areas of growth.
- Establish shared practices and a common language for active listening and effective communication skills.
- Students will learn to demonstrate respect for the rights of others, respectfully disagree with other viewpoints through collaborative groups, whole group instruction, and as individuals.

GOAL 6: INNOVATIVE PROGRAMS & OPPORTUNITIES

All students will participate in programs that are dynamic and relevant to the demands of the outside world. The staff will actively design and integrate opportunities and partnerships that employ relevant learning experiences for students while furthering our destination district status.

Elementary

- District staff will seek and utilize educational partnerships to enhance instructional programs and initiatives.
- Provide schoolwide enrichment opportunities that are centered around project-based learning and promote student exploration and creativity.
- Expand after school programming to include STEAM related opportunities using innovative materials and technology.

Secondary

- Departments will develop opportunities and partnerships to support curricula and individualized assessment.
- Provide students with opportunities to connect to diverse community resources through carefully designed field experiences integrated into the academic and co-curricular programs.
- Enhance and expand our educational programming to further our destination district status through technological applications and platforms.



DISTRICT-WIDE NEWS AND INFORMATION

A Message From Assistant Principal, Sarah Graham **CLCS Success at the County Fair**

Congratulations to all of our Chautauqua Lake 4-H students on a successful 2023 County Fair. Several students participated in a variety of activities showing their cows, horses, lambs, chickens, rabbits and pigs. Students worked hard all week at the fair to care for their animals and demonstrate their knowledge and showmanship skills. Students worked early mornings and late nights to keep their animals clean, fed and presentable for all to see. Students earned many awards and ribbons, several being blue and grand championships. The 4-H program helps students gain a variety of skills and work with other youth to facilitate friendship, generosity, independence, mastery and belonging. CLCS recognizes our 4-H students' hard work and success this summer. Congratulations!



Important Forms to Return*

Every parent/guardian will receive these forms in the mail. If you have not received your forms, please contact your child's main office as soon as possible. Please be sure each of these forms is filled out completely and legibly and returned by **September 15th**:

Forms that must be completed annually:

- Student Emergency Health Record Form
- Student Information Sheet
 - contains corrections or changes to address, phone numbers, contact information, etc.
- Single Field Trip Permission Form
- Cafeteria Optional Income Form

Additional forms:

- Student Computerized Devices Acceptable Use Form
 - for new families or those transitioning to the secondary schools
 - must be signed and submitted in order for students to receive their assigned Chromebook (preferably before school starts)

*Some of the forms listed above may also be shared on the new communication platform, ParentSquare. See Page 10 for more information on ParentSquare

Quality Child Care Offered in the CLCS Building

The Chautauqua Lake Child Care Center is a non-profit organization leasing classroom space at CLCS. The center is located in the school and opened in September 2006. The Center is open year-round and provides full-day care and education for infants, toddlers and preschoolers; as well as before- and after-school care for school-aged children. CLCCC also provides full-day care for school age children during in-service days, spring break, and in the summer. In addition, CLCCC offers UPK programming, as well as other Preschool options.

CLCCC provides high quality care and education, providing consistency and learning opportunities daily. CLCCC has a highly qualified staff trained to meet the needs of the specific age group in which they work. Head teachers have a minimum of a bachelor's degree in education, and assistant teachers have at least an associate degree in education.

CLCCC works in coordination with the county's Department of Health & Human Services to provide child care assistance for families meeting specific income guidelines (e.g. a family of four whose gross income is less than \$90,000 per year). This allows some families to pay as little as \$1.00 per week for childcare. Also, CLCCC provides a scholarship for families who are not eligible for outside assistance, making care affordable for all.

The Chautauqua Lake Child Care Center operates Monday through Friday from 7 a.m. to 6 p.m. The Center can accommodate over 100 children from age six weeks through 12 years. The application form is on the Enrollment page on the CLCCC website at clccc.org. Call CLCCC (716-753-5851) or email childcare@clake.org to ask any questions or to arrange a tour.



CLCCC is a separate, non-profit business which leases space from the school district. The building was designated with extra classrooms to lease to such educational entities as BOCES or CLCCC, providing rental income to the District and a broad range of educational services to the community. Please use the Elementary School entrance to the building to access the Child Care Center.

Monthly Posters Promote Character Education

The district-wide Character Education initiative offers a series of posters to be displayed throughout the community.

The monthly themes were developed by the Elementary and Secondary School Building Teams and approved by the Board of Education.

These monthly traits are also an important focus of our Positive Behavior Intervention and Supports (PBIS) system.

We thank families and the larger community for reinforcing these themes:

September - Respectful
October - Responsible
November - Grateful
December - Compassionate
January - Ambitious
February - Disciplined
March - Service
April - Honest
May - Courageous
June - Dedicated
July - Honorable
August - Enthusiastic

Throughout the school year, students of all ages will learn the importance of these positive character traits. Think about ways your family or organization can help communicate these values to our youth.

CLCS Mission Statement



Chautauqua Lake Central School, in partnership with family and community, will provide educational opportunities for all students to achieve their highest potential in a safe, caring environment that prepares them to live, adjust and enjoy life in a changing world.



Substitutes Needed

Are you interested in being a substitute for the 2023-2024 school year?

Certified Substitute Teacher:

\$135/day

Non-Certified Substitute

Teacher:\$120/day

Substitute Nurse: \$120/day

Substitute Bus Driver: \$18.85/hour

Clerical Substitute, Substitute Teacher Aide, Cleaner or Food Service Helper:

Call for the hourly rate

Applications for all substitute positions are in the District Office and on the district website under the District tab at www.clake.org. Questions? Please contact Heidi Martin at (716) 753-5808.

Navigator is a publication of the Chautauqua Lake Central School District
www.clake.org

- Dr. Joshua Liddell, *Superintendent*
- Megan Lundgren, *Elementary Principal & Dir. of Special Education*
- Rachel Curtin, *Secondary School Principal & District Data Coordinator*
- Sarah Graham, *K-12 Assistant Principal*
- Jackson Graham, *Business Executive I*
- Derek Svenson, *Director of Technology*
- Heidi Martin, *District Clerk*
- Jennifer Shearer, *Cafeteria Manager*
- Jim Morrison, *Transportation Director*

- 2023-2024 Board of Education**
- Michael Ludwig, *President*
mludwig@clake.org
- Travis Bensink, *Vice-President*
tbensink@clake.org
- Jessup Baker
jebaker@clake.org
- Andrea Munsee-Wellman
amunseewellman@clake.org
- Jennifer Obert
jobert@clake.org
- Kenneth Shearer, Jr.
kenshearer@clake.org
- Zach Stahlsmith
zstahlsmith@clake.org

Feel free to contact any of the leadership team members and or board members with any questions, comments and concerns.

Annual Professional Performance Review Parental Request

New York State Education Law allows parents and legal guardians of a student to request the composite effectiveness scores and final ratings of teachers and principals to whom the student is assigned for the current school year.

This information may be released only to parents or legal guardians, and the District must verify the identity of the requester. Additionally, the information is to be provided only to the requesting parent(s) or legal guardian(s). It is not to be shared with any other person.

Requests for this information must be made in writing using the APPR Composite Score Request Form, available in each school office or on the district website at www.clake.org; select the Departments tab, then Curriculum & Assessment and Annual Professional Performance Review (APPR). All requests must be submitted by mail or in person to the Superintendent’s Office, Chautauqua Lake Central School, 100 N Erie Street, Mayville, NY 14757. Reports will be provided in person only. For details, see the APPR Composite Score Request Form.

Parents’ Right To Know

All parents/guardians of students in Title I programs at Chautauqua Lake Central School are hereby informed that they may request information regarding the professional qualifications of their child’s teacher(s) and professional staff. As a parent/guardian, you are entitled to the following information:

- Whether the teacher has met NYS requirements for the grade levels and subject areas in his/her current assignment;
- Whether the teacher is working under some form of temporary status;
- The graduate degree(s) and major area(s) of study;
- Whether your child receives services provided by a paraprofessional, and, if so, his/her qualifications.

Written requests may be made to Dr. Joshua Liddell, Superintendent, Chautauqua Lake Central School, 100 N. Erie Street, Mayville, NY 14757. A written response will be mailed to you in a timely manner. Any other questions about Title I may be directed to Jackson Graham, Title I Coordinator at (716) 753-5874.



Special Education Information

This notice is to inform you of your rights regarding the referral and evaluation of your child for the purposes of special education services or programs. To access this information, please go to the DEPARTMENTS section on the district website, www.clake.org, and select Student Services. There you will find *A Parent's Guide to Special Education* with detailed information from the New York State Education Department.

If you would like a printed copy of *A Parent's Guide to Special Education*, please contact Kathy Freeman in the Student Services Office at (716) 753-5877 or via email at kfreeman@clake.org.

If you have specific questions about special education or the referral and evaluation process, you may contact any of the following individuals at (716) 753-5877 or via the email addresses listed below:


Director of Special Education, Megan Lundgren @ mlundgren@clake.org
CSE Chair Pre-K & K-8, Kim Siebert @ ksiebert@clake.org
CSE Chair 9-12 & School Psychologist, Katrina Cummings @
kcummings@clake.org

Transition Coordinator, Kristine Stroth @ kstroth@clake.org
504 Coordinator & CSE Chair, Sarah Graham @ sgraham@clake.org

Annual Title I Remedial Reading Parent Meeting

An informational meeting for parents will be held during the month of September, in conjunction with the first meeting of the Elementary Parent Teacher Council (PTC).

This meeting will provide information regarding our academic intervention services funded through our Title I grant.



Student Handbook

Parents are reminded that their child's "Student Handbook" contains important information. Parents and students are required to review the handbook for information on topics such as:

- Attendance & academic requirements
- Elementary & Secondary schedules
- Code of Conduct & Student Discipline
- Dress Code
- Homework guidelines
- Eligibility for extracurricular activities, including athletics
- Graduation rules/ regulations
- Release of directory information and photographs, including students' names and photos on the internet

Elementary student handbooks are sent home annually with the oldest child in the household.

Secondary students will receive their handbooks in their back to school class meetings.

Updated handbooks are also available online at www.clake.org and paper copies are available upon request.

We encourage all parents and guardians to review it carefully.

Follow CLCS Online

Chautauqua Lake is online and on social media! Follow CLCS for important updates throughout the year.



www.facebook.com/ChautauquaLakeCSD



[chautauqualakecsd](https://www.instagram.com/chautauqualakecsd)



www.clake.org

Event Video Streaming

Live and/or recorded streaming video of selected school events may be viewed on the district website at www.clake.org. Select the Event Video Streaming link under the Community tab. New videos are added at intervals throughout the year.

Website Features Information For Parents

Explore the Parents section on the district website at www.clake.org for the following information:

- Attendance
- Code of Conduct
- Data Privacy & Security
- Dignity for All Students
- Office of Children and Family Services
- Foster Care Point of Contact
- Parents' Right to Know
- ParentSquare
- PowerSchool / Parent Portal
- Sex Offender Registry
- Virtual Backpack



ParentSquare



A reminder that we have combined multiple systems that we use for communication into one communication system for Chautauqua Lake School District families. ClassDojo at Elementary, Remind at Secondary and School Messenger services came to an end starting June 30th, 2023. We started the rollout of ParentSquare in early June to allow enough time for parents to register, clean up contact information, etc. so the new system could be utilized over the summer of 2023.

ParentSquare will provide the same services as the other three systems but in one easy to use package to simplify communications with you pertaining to district, school and classroom events relevant to your child(ren). The system has other great features that the district will evaluate using over the summer of 2023. The main purpose of the new system is for parents and guardians to receive all relevant district, school and classroom communication via email, text, or the ParentSquare app.

Activating your new Chautauqua Lake ParentSquare Account

The district sent invitations via email or text message to join ParentSquare. Please click the provided link to activate your account and confirm your contact information the school has in PowerSchool, it should only take a few minutes. You can use ParentSquare on any device, after registration you can download the free mobile app for iOS, Android or use the desktop version at www.parentsquare.com.

IMPORTANT NOTES:

1. During registration, if your contact information is not correct or recently changed and the school does not have the updated information please contact your school building office (Elementary or Secondary) and let them know what your updated cell phone number and email address are so the student information system can be updated.
2. If you did NOT receive the invitation email or text please contact your school office to ensure we have your current contact information (cell phone number and email address).

Questions? Please contact parentsquare@clake.org

PBIS House System Going Strong

This will be the third year of the elementary school's PBIS House System. Once again we will be starting the year with our annual "Kick-Off Assembly" on **Friday, September 8th** out on the turf field. Parents are welcome to watch from the bleachers and should look for more details on our new communication platform, Parent Square. We will be celebrating each house and sorting any new staff, students and kindergarteners into houses. Each house will continue to participate in fun and engaging meetings with multiple opportunities to learn, play and build relationships.

This year, we will continue to feature each house on the morning announcements and students will give/receive golden tickets for exhibiting monthly character traits. Members of our 5th & 6th grade student administration will work with our PBIS committee to create new challenges and initiatives. New this year will be a community service project that will connect our school and larger Chautauqua county community. More information to come soon!

Returning students...get your house shirts out and ready to go! You've got new housemates to welcome and House Verus has a winning title to defend. Will the purple team, House Verus, keep their winning title? Or will a new house take the golden trophy?

2023-2024 is going to be a great year for PBIS!



SAY SOMETHING

Say Something Anonymous Reporting System (SS-ARS)

Chautauqua Lake Central School District is committed to creating and sustaining a comprehensive, coordinated effort to improve the overall safety and well-being of our students, educators, administrators, and community. In this effort, CLCS, along with 26 other regional districts, joined the Say Something Anonymous Reporting System (SS-ARS). This system is used in 50 states – with 14,000+ schools and over 12 million students and adults. It has worked effectively with kids, parents, and teachers to improve school safety and culture, and we feel confident that this program will do the same for our district.

Our school district launched the Say Something Anonymous Reporting System (SS-ARS) this past spring. The program launch trained our students, teachers, and administrators to :

- Recognize the signs and threats of at-risk behaviors
- Take every sign and signal seriously and act quickly to get help by talking to a trusted adult, OR
- Report it anonymously to the SS-ARS 24/7/365 Crisis Center via a mobile app, website, or telephone hotline

This system has been a great success so far, and we are very encouraged that it will continue to be a useful tool for keeping our children and adults safe. If you are interested in learning more, all necessary links and related information are available on our website, under the **Community** tab.

ELEMENTARY NEWS AND INFORMATION

A Message From Elementary School Principal, Megan Lundgren

Welcome Back!

Over the summer, our campus has been full of activity. We had approximately 40 students in grades k-2 attend our first Summer Reading Program. It was great to have students in the building, improving their reading skills and meeting new friends and teachers. Many members of our teaching staff have also been in the building this summer working on curriculum projects, some of which are around new programs such as Handwriting Without Tears, Reveal Math Curriculum, Number Worlds, and Project Lead the Way (PLTW) Launch. Existing programs and initiatives are also expanding, including the PBIS House System and Hooked on Books. These programs have been developed by many talented and dedicated members of our Chautauqua Lake staff, parents, and community. All strive to promote an increased sense of community, creativity, engagement, and growth within our school. We are excited to share more information about these programs as the school year gets underway.

The first day of school will be on Thursday, September 7th for all students in grades pk-12. Open House will be held on Wednesday, September 6th from 4PM-6PM.



ELEMENTARY ARRIVAL & DISMISSAL PROCEDURES

Please note the following arrival and dismissal changes for the Elementary School. In order to maintain a safe flow of traffic, parents dropping off or picking up their child will be required to do so at the back of the building (follow the roadway down around the playground). Students may not be dropped off at the front of the building, unless there is a special circumstance approved by the building principal.

Student Arrival: Doors will open at 7:50 a.m. District staff will be stationed at the rear entrance to assist students. If your child needs breakfast, an additional cart will be stationed near that entrance.

Student Dismissal: Students will be released to the rear of the building for dismissal at approx. 2:50 p.m. Afternoon pick up will remain in the back of the building. Parents will remain in their vehicle and staff monitors will escort students out (by family) as vehicles pull up. There will be signage and staff to direct traffic. Vehicles will be identified using a CL sticker containing a number that corresponds to the student(s).

If you have any questions or are in need of a new or replacement vehicle sticker, please do not hesitate to call the elementary office at (716) 753-5841.

Help Support our Makerspace!

We love to repurpose, reuse, and recycle. If you have any items you would like to donate for the students to use, please check the innovation supplies list below:



list below:



- plastic water/pop bottles
- bottle caps
- bubble wrap
- cardboard
- paper towel tubes
- empty toilet paper rolls
- interesting shaped boxes or containers
- egg cartons
- buttons
- fabric scraps
- playdough
- match box cars
- legos
- pipe cleaners
- ping pong balls
- marbles
- straws
- rubber bands
- small electronics
- lincoln logs
- any kind of tape
- crayons
- markers
- glue (sticks or bottle)
- new batteries (any size)
- pom poms
- cotton balls
- poster board
- plastic bags
- aluminum foil
- beads
- tissue paper
- plastic silverware
- playing cards
- old greeting cards
- battery operated tea lights
- ribbons
- balloons



Dress Code Reminders

The District Code of Conduct spells out the general dress code. The Elementary School Handbook states:

- No footwear without back straps and no flip flops.
- Hats, or any form of head covering such as bandanas or sweatbands, are not to be worn in any area of the school during school hours. Exceptions may be made for medical or religious purposes.
- Bare midriffs, spaghetti straps and excessively tight-fitting clothing are not acceptable attire. Shorts and skirts are not to be any shorter than mid-thigh.
- Parents and students should take particular care to ensure that clothing is clean.

Any clothing that interferes with the educational process or poses a safety risk is prohibited.



Healthy Celebrations

The District's School Health Advisory Committee (SHAC) would like to remind parents of our health and wellness policies and initiatives aimed at promoting healthy habits within our school. This year parents will not be permitted to send in food items to share for classroom celebrations. Due to growing concerns related to food allergies and eating habits, we are asking that all parents find other ways to celebrate birthdays and holidays.

Please review these healthy celebration options below:

- Send in your child's favorite board game or book for them to share with the class
 - Organize a craft activity
 - Help your child pick a fun game or outdoor activity to play with the class
 - Make a sign, sash, button or badge for the birthday boy/girl
 - Arrange a visit to the "Party Cart" (ask your child's teacher for more information)
 - Pre-purchase a healthy treat from the CLCS cafeteria to be delivered to your child's class
- *more information will be shared from the Cafeteria

Teachers are happy to assist parents in coming up with other non-food related options.

Hooked on Books

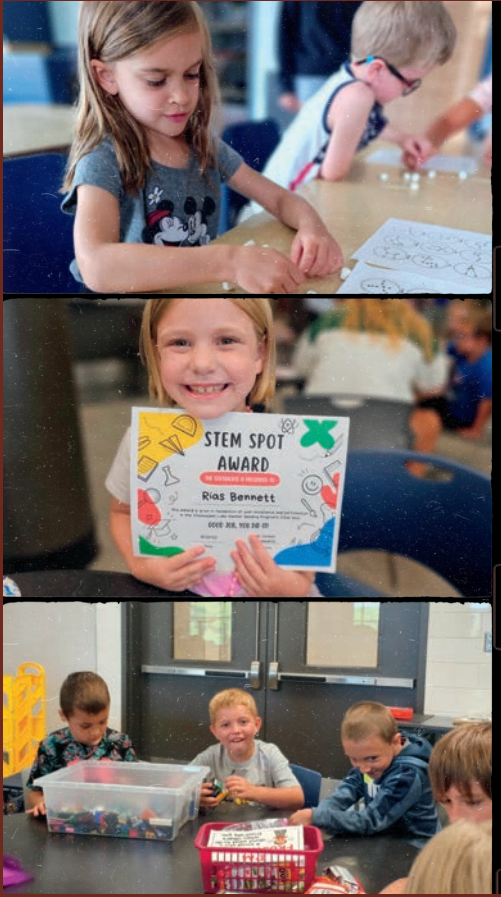


After two successful years, we are pleased that our Hooked on Books Reading Incentive Program continues to grow! This past year we had about 90% of students participate and approximately 120 students complete all 5 reading challenges. This earned them a special invitation to our first ever Hooked on Books Bash at Webb's.

All reading challenge due dates and incentive activity dates will be published in an informational flyer that will be distributed the first week of school. The Hooked on Books Committee continues to be comprised of parents, teachers, the Mayville Library and Webb's Captain's Table.

Summer Reading Program

Our first ever summer reading program was a success! Approximately 40 students in grades k-2 attended the program in order to build and maintain their reading skills over the summer. A handful of our elementary teachers worked with high school student helpers to provide a very engaging and fun program. For their hard work, students earned an ice cream celebration and personalized certificate on their last day. We hope to offer this program to families again next year, and appreciate our staff and parent support.



Elementary Parent Teacher Council (PTC)

The Elementary PTC is a group of parents, community members and teachers who sponsor fun and enriching activities for children and their families throughout the year. Last year PTC was able to support student recognition as part of our PBIS and Hooked on Books programs, in addition to hosting several seasonal events for families.

This year PTC plans to support the following events:

- Halloween Trunk or Treat, Friday October 27th
- Santa's Secret Shop, December 12th--14th
- Teacher Appreciation Week, May 6th---10th
- Field Day, second week in June



Meetings will be held the 3rd Thursday of each month at 3:30PM. Participants can attend via the Zoom link posted on Parent Square or in-person. Find us on Facebook at "CLCS Elementary PTC" or email us @ ptcclake@gmail.com.

Can't attend the monthly meetings? There are other ways you can support the PTC!

Oftentimes the school is in need of donations or volunteers for upcoming events. Sign-up sheets will be shared electronically through Parent Square.

Our school is blessed to have such strong parent support. We thank you and look forward to another great year!

Jessica Yonkers, President Erin Parker, Treasurer Olivia Wines, Secretary Megan Johnson, Public Relations

Supply Lists

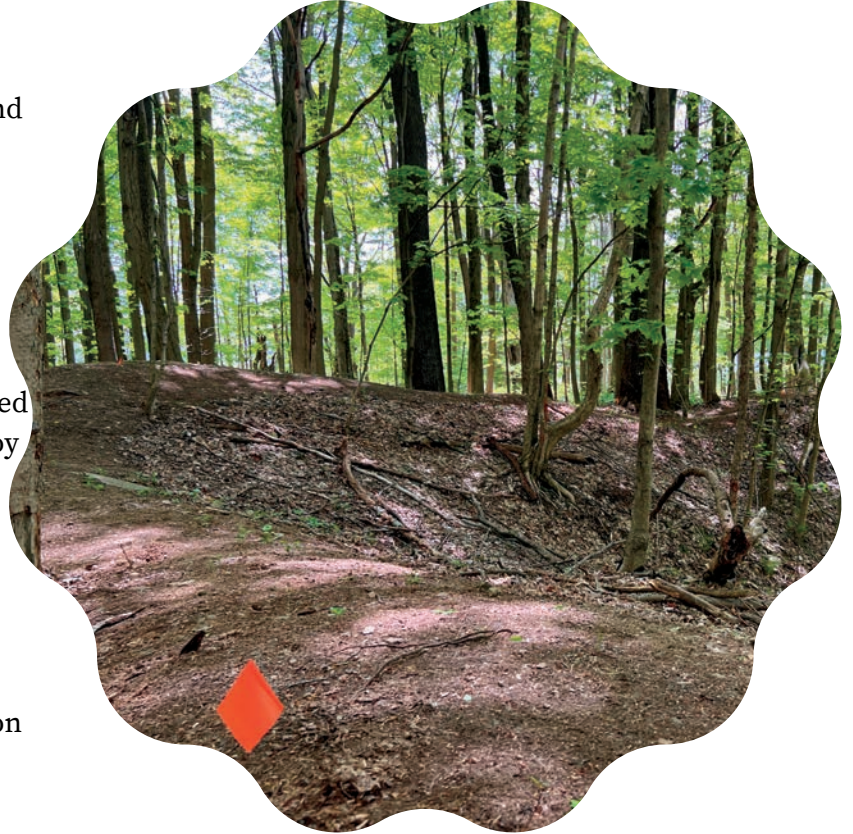
Supply lists are available on the district website, www.clake.org, under Schools--->Elementary--->Supply lists 23-24

SECONDARY NEWS AND INFORMATION

A Message From Secondary School Principal Rachel Curtin

Summer is winding down, and it's time to get excited about the new school year ahead. We're happy to welcome you all back with open arms and a warm smile!

I am immensely proud of our students who demonstrated their work ethic and responsibility as employees at various summer jobs and as volunteers within our local community. Their summer jobs not only provided valuable life experiences but those who worked and volunteered this summer also contributed to the vitality and joy of summer life here in Chautauqua County. Whether it was babysitting, handling a busy register, taking care of a barn and livestock, mowing, cooking, waiting on tables, assisting in our elementary summer program, scooping monster ice cream cones, driving the equipment and tractors, cleaning, working the docks, vacation Bible school, summer recreation, or serving at a camp, we know that our students worked hard.



We also hope that our students also found their sense of adventure with great memories with friends and family. Speaking of adventure, we have some fantastic news to share! The new adventure trail on our school campus is finally complete, and it's nothing short of extraordinary! Though we are still putting on some finishing touches with signage, we cannot wait to see students hop on mountain bikes or hike through a trail that is a really fun and beautiful place to take a break and get some strong exercise.

As we begin this new school year, let us embrace it with optimism and enthusiasm. Our hearts are filled with hope for the future, and together, we will make this year unforgettable. We encourage all students to come back to school with confidence. We are excited to welcome Mr. Bongiovanni to the secondary school as a new administrator in his role of Supervisor of Athletics and Dean of Students. Whether you're a returning student or a newcomer, we are a united family, dedicated to supporting and nurturing each other's growth and success. We will send our students a mailing at the end of August to prepare them for the new school year. This will include important information for the start of the school year, and for success throughout the year. The first day of school for students will be an A day, Thursday, September 7th, 2023. Please also be sure to save our Homecoming Week dates on your calendars: September 18th-23rd, 2023.

We are eager to welcome all students, especially our newest secondary students who are new to Chautauqua Lake and our Visiting Scholars. So, let's get excited for this beautiful adventure that is the new school year. We will make unforgettable memories, learn, laugh, and create a lasting foundation for success after graduation. Our dedication to learning and each other will light the way we make our way this year toward a bright and promising future. We can't wait to see students shine as they navigate this next academic journey

Supply Lists

Supply lists for grades 7-12 are available on the district website, www.clake.org, under the Schools tab on the Secondary School pages.

SECONDARY NEWS AND INFORMATION

Co-Curricular Advisors



Senior Class Advisors	Krissy Stoth & Stephanie Janicki
Junior Class Advisors	Leigh-Anne Hendrick & Olivia Michalak
Sophomore Class Advisors	Chelsey Vincent & Connor Barnes
Freshman Class Advisors	Rachael Swan & Gwen Mueller
8th Grade Advisors	Nick Liberatore & Linda Morton
7th Grade Advisors	Emily Nichols & Dawn Gilbert
Yearbook Advisor	Emily Dorman
9-12 Musical Director	Jennifer Davis
9-12 Musical Accompanist	Wendy Marlinski
Ski Club Advisors	Erin LaCross & Reid Bland
Senior Honor Society Advisor	Nick Raynor
Peer Educators Club Advisor	Lindsey Boyle & Cheri Dloniak
HS Student Council Advisor	Lindsey Boyle & Cheri Dloniak
HS Bowl Advisors	Mary Jantzi & Connor Barnes
Spanish Club Advisor	Sarah Carle
HS Art Club Advisor	Gary Whipple
HS Science Olympiad Advisors	Dan McCray & Linda Morton
Envirothon Advisors	Mary Jantzi
MG Student Council	Kaitlin Spoon & Melissa Rosage

E2CCB Hewes Career and Technical Education (CTE) Student Reminders:

The first day of classes for Hewes CTE students is September 6 (the day before CLCS students report). Welcome letters went out to the Juniors in July with pertinent information about the orientation sessions at the Hewes Center. If you are a CTE student and you did not receive your information, please call our guidance office for help. It is important for students and their parents to attend the orientations. They will have forms to be completed; parents and students will be informed of the rules and expectations for all who attend Hewes CTE; parents and students will have the opportunity to visit the campus and CTE classrooms to become familiar with their future surroundings; CTE Faculty and Staff will be on hand as well.

Chautauqua Lake Secondary Bell Schedule



Our doors open at 7:50. 7:57 AM is the official late to school cut off time.

Bus drop-off is at the secondary office, walkers/drivers/drop-offs enter at the center entrance.

Students must drop off all bags, like backpacks, lunch bags, and tote bags in their lockers when they enter the building and close and lock their lockers.

Students can stay after school on Tuesdays, Wednesdays, and Thursdays and ride a 4:00 bus. However, students have to sign up using our google form by 1:00 on that day to reserve a seat on the bus and have their bus pass signed by a teacher to enter the bus.

7:57-8:42	Period 1	Block I
8:45-9:24	Period 2	
9:28-10:07	Period 3	Block II
10:11-10:51	Period 4	
10:55-11:25 11:28-12:08	9th-12th Lunch Directed Learning Lab	
12:12-12:51	Period 7	Block III
12:55-1:35	Period 8	
1:39-2:19	Period 9	Block IV
2:22-3:00	Period 10	

Our schedule is an A day / B day rotation. The days stay locked into our calendar, regardless of cancellations. The days are posted on the school website, and also on our district calendar.


Announcements will begin at 7:57 in 1st Period classes.

Juniors leave for CTE at 8:05 (after attendance)
Seniors leave for CTE at 11:28

10:55-11:35
11:38-12:08

7th & 8th
Directed Learning Lab
Lunch

Students will go to their lockers at 3:00 for dismissal.



Tues. Weds. and Thurs. only:
3:00-4:00
After-School Help
Weight room
Sign up for late bus by 1:00



Period 5 - Eat Lunch @ CL
Period 6 -Board bus @ 11:28 am
Arrive @ Hewes @ 11:50 am

Dismissed from CTE Classes at 2:15pm to board bus
Return to CL @ 2:40 pm

* If riding bus home, you must remain in Secondary entrance until bell rings



2023-2024 CTE Schedule



Period 1 - Report to SHVT for attendance
Leave CL @ 8:10 am
Arrive @ Hewes at 8:35

Eat Lunch at Hewes @ 10:45 am
Board bus by 11:05 am
Arrive at CL @ 11:28

6th period - Scheduled classes at CL



Chautauque Lake Welcomes New Staff Members

Melissa Zakrajsek - First Grade



Ashlynn Walters - Cafeteria & School Nurse Assistant



Meredith MacTavish - Teaching Assistant



Kathleen Machermer - Fifth Grade Science/SS



Chautauqua Lake Welcomes New Staff Members



Megan Grace - Sixth Grade



Dylan Hubbell - Cleaner



Sarah Graham - K-12 Assistant Principal



Amy Preston - Clerk II



Bryan Bongiovanni - Dean of Students & Supervisor of Athletics



A Culture of Excellence



2023-2024

MEET THE HEALTH OFFICE STAFF



Michelle Holley, R.N.
Kristi Hull, R.N.
Ashlynn Walters,
School Nurse Assistant

Health Office Phone:
(716) 753-5819
Confidential Fax:
(716) 753-2085

Important Information on Immunizations

Immunization requirements for school attendance vary by grade level. To see the grade level specific requirements, please visit the Health & Safety section of the district website at www.clake.org. Immunization requirements in order to attend school include:

- Meningococcal vaccine for all students entering grades 7 and 12.
- Tdap vaccine for students entering grade 6
- Grade-level specific vaccinations: MMR, Varicella, Polio, Tdap, Hepatitis B

Medical exemptions to immunizations must be re-issued annually; and must specify the immunization exempted, sufficient information to identify the medical contraindication to the specific immunization, and the length of time the immunization is medically contraindicated. A sample medical exemption form is available at www.health.ny.gov/forms/doh-5077.pdf.

The best way to assure your child is in compliance with the immunization is to contact your child's health care provider prior to the start of school in September.

Important: Parents, please ask your health care provider to fax your child's immunization record to the Health Office confidential fax at (716) 753-2085. School nurses may not request these records from the doctor's office; the parent must initiate the request. The health office will send notification letters to parents of children needing vaccinations to be in compliance with school requirements.

Mandated Health Screenings

The NYS School Health Examination Form can be downloaded from the Health & Safety section, under the Department heading at www.clake.org.

The following are the mandated years for health exams and screenings:

- Health examinations will be required in grades Pre-K or K, 1, 3, 5, 7, 9, and 11.
- Vision screening and hearing screenings will be required within 6 months of admission to school in grades Pre-K, K, 1, 3, 5, 7, 9 and 11.
- Scoliosis screening will be required in grades 5 and 7 for girls and grade 9 for boys.

Please ask your health care provider to fax proof of a current health exam to (716)753-2085. If we do not have a current physical on file for the required grade level or for sports participation, we will schedule your child for a physical with the school physician, Dr. Robert Berke or one of his associates during the school year. **If you do not want your child to receive their physical here at school, please call the Health Office at 753-5819.**

Medication Administration Information

New York State law prohibits school nurses or any other school personnel from administering any medication (prescription or over-the-counter) to a student unless the proper form is filled out and signed by a doctor and parent. Medication to be given at school must be brought in by an adult in the container in which it is dispensed. Examples of over-the-counter medications that your child will not be allowed to take/use without orders from the doctor are cough medicine, cough drops, aspirin, Tylenol, Ibuprofen, allergy medication and Neosporin. Sunscreen requires a parent's note only.

Required Health Record

At the start of the school year, every student will receive a Student Emergency Health Record form. To be able to serve your child in case of sudden illness, accident or emergency, it is necessary that parents furnish the information requested on the form. On the reverse side of the Student Emergency Health Record form is an Authorization Request for the Health Office staff to obtain required medical documents from your child's health care provider.

The completed form is kept on file in the health office and is taken from the building during every evacuation drill. The form is also used to contact parents or other designated care providers in the event your child needs to be sent home. Please notify the Health Office as soon as possible of changes to emergency contact information.

For the safety of all our students, parents must complete each child's form and return it in the confidential envelope. We must have this essential information for every student enrolled in the school.

When To Keep A Child Home With Illness

Sometimes it can be difficult for a parent to decide whether to send a child to school when he/she wakes up with early symptoms of an illness. In general, unless your child is significantly ill, the best place for him/her to be is in school.

Here are some situations where it is best to keep your child home and contact your healthcare provider:

- Fever greater than 100.0 by mouth
- Cough, shortness of breath
- Nausea, vomiting, diarrhea
- Body aches
- Sore throat
- Eye discharge
- Honey-crusted sore around their nose or mouth
- Unexplained rash or blisters with a fever



Children that develop a fever at home or sent home from school due to a fever of 100.0 or higher may not return until the fever is below 100.0 without the use of Tylenol/Acetaminophen or Advil/Ibuprofen for 24 hours.

To help maintain a healthy school environment, remind and show your child to:

- Discard used tissues after use
- Not to share personal items
- Cover their mouth when coughing or sneezing
- Keep their hands away from their face
- Wash their hands often

If your child frequently asks to stay home from school, or complains of feeling ill, and is falling behind in their school work, please contact their teacher to discuss your concerns. Contacting the school nurse and/or your healthcare provider is also encouraged.

Remember to call your child’s grade level office in advance of the start of the school day and leave a message that your child will be absent. Please leave your child’s name and the best number to reach you. The Elementary Office number is (716) 753-5841 and the Secondary Office number is (716) 753-5881.

Mental Health Services at CLCS

The Chautauqua County Mental Health (CCMH) satellite office continues to provide mental health services for all district residents – including parents and guardians. The office at CLCS will be staffed this year, with flexible hours, by Hannah Jaroszynski and Laura Fiorella, Licensed Clinical Social Workers (LCSW).

Services provided by the CCMH office include individual and family therapy, parent education and training, and referral for psychiatric services if necessary. CCMH has child/adolescent psychiatrists, as well as adult psychiatrists, physician’s assistants, and psychiatric nurses to assist in any medication evaluation and prescribing.

Psychiatric services are based out of the Dunkirk clinic (319 Central Ave.) and the Jamestown City Hall clinic (200 E. Third St.). As these services are provided by a community agency, there is a financial component. Families with insurance may provide their insurance information and pay only the copay associated with services. Families without insurance are assessed a sliding-scale fee, determined by family income and the number of dependents. To learn more about mental health services at CLCS, please call CCMH social workers at (716) 753-5815.

Please see our website for additional mental health resources available for families.

Counseling Directory

Pre-K - Grade 5:	Kara Smith	(716)753-5846
Grades 6,7 & 8:	Leah Stow	(716)753-5847
Grades 10 & 12:	Jessica Cowan	(716)753-5887
Grades 9 & 11:	Jason Richardson	(716)753-5887
School Psychologist:	Katrina Cummings	(716)753-5849
Social Worker:	Pam Gross	(716)753-5913

Concussion Management Policy

The Board of Education recognizes that concussions and head injuries are the most commonly reported injuries in children and adolescents who participate in sports and recreational activities. The physical and mental well-being of our students is a primary concern. Therefore, the Chautauqua Lake Central School District has adopted a policy to support the proper evaluation and management of concussion injuries.

A concussion is a mild traumatic brain injury (MTBI). A concussion occurs when normal brain functioning is disrupted by a blow or jolt to the head or body that causes the head and brain to move rapidly back and forth. Recovery from concussion and its symptoms will vary. Avoiding re-injury and over-exertion until fully recovered are the cornerstones of proper concussion management. Concussions can impact a student's everyday life, as well as academics and athletic pursuits.

For any student participating in interscholastic sports, information on concussions is included with the permission or consent form required from a parent/guardian.

In addition, links to information on concussions and concussion management are on the district website, www.clake.org. Select Health & Safety under the Departments heading, and locate the Concussions link near the top of the page. The same information is also linked from the Athletics, which is also located under the Departments heading.

Each school coach, physical education teacher, school nurse and certified athletic trainer who works with and/or provides instruction to students in school-sponsored athletic activities (including physical education class and recess) must complete a course of instruction every two years, relating to recognizing the symptoms of concussion or MTBIs and monitoring and seeking proper medical treatment for students who suffer from a concussion or MTBI. Included in their training are guidelines for the return to school and school activities for a student who has suffered an MTBI, even if the injury occurred outside of school.

The District requires the immediate removal from all athletic activities/PE of any student who has sustained a mild traumatic brain injury (MTBI) or concussion. Students who are suspected of having suffered a concussion outside of school, or in school but not occurring during athletic activities (sports) should be seen by a physician, nurse practitioner or physician assistant for diagnosis. As required by the Concussion Management and Awareness Act, any student who suffers or is suspected of having a concussion during athletic activities (sports) is required to be evaluated and receive clearance to return to athletic activities by a physician. Such removal is based on display of symptoms, regardless of whether such injury occurred inside or outside of school. If there is any doubt as to whether the student has sustained a concussion, it is presumed that the student has been injured until proven otherwise. The District will notify the student's parents/guardians and recommend appropriate evaluation and monitoring.

Once a student diagnosed with a concussion has been symptom free for at least 24 hours, a private medical provider may choose to clear the student to begin graduated return to play progression. The District Medical Director has the final authority to clear students to participate in or return to extra-curricular athletic activities in accordance with Commissioner's Regulations.

A Concussion Management Team oversees and implements the concussion policy and regulations. Questions? Call the Health Office at (716) 753-5819.

The fax number for the Health Office is (716) 753-2085. Please notify your child's doctor's office. Thank you.

More Health & Safety Information Available

Visit the Health & Safety section under the Departments heading on the district website, www.clake.org, for a wealth of information on the Health & Safety pages.

Questions or concerns about a student's health or medical needs should be directed to a school nurse. The nurses can be reached in the Health Office at (716) 753-5819 from 7:30 a.m. to 3:15 p.m. each school day.

The fax number for the Health Office is (716) 753-2085. Please notify your child's doctor's office. Thank you.

Motorist, Pedestrian Safety Reminders

Private vehicles may not be in the bus loop in front of the school. The parent unloading area for children driven to school is clearly marked. Parents may use this area only to drop children off or pick them up; do not park in the unloading zone. Parents who wish to walk their children into the building must park in a designated parking space.

Parents who drive their children to and from school must follow traffic laws on school grounds, as well as public roadways. **New York State traffic laws prohibit vehicles from passing school buses with their red lights flashing.** Students are cautioned to enter roadways carefully and only after looking in both directions. Parents are urged to remind students frequently to be aware of safety rules while awaiting buses at designated stops and when leaving their buses to return home.

Cycling to School

Students who ride bicycles to school do so at their own risk and must be aware of these safety rules: The school cannot assume responsibilities for damage or theft of bicycles. A lock is strongly recommended. Bike helmets must be worn in accordance with New York State law.

Except for travel to and from school, bikes are not to be used on school property during school hours or during school activities. When riding to school, ride bikes on sidewalks and walk directly to the bike racks.

The following areas are not to be used for bike riding at any time:

- Bus loop (drop-off circle)
- Parking lots
- Any athletic field, track, playground or other groomed surface

A Message From the Safety Committee

Reminders for Student Safety

Pedestrian safety is of primary importance, whether students ride the school bus, drive to and from school, or are driven in a family vehicle, ride their bikes or walk. Parents, please help children learn and remember these tips:

- Always walk on the sidewalk. If there is no sidewalk, and you have to walk in the road, always walk facing traffic, so you can see cars, and they can see you.
- Dress to be seen. Brightly colored clothing makes it easier for drivers to see you during the daytime. At night, wear special reflective material on your shoes, cap or jacket.
- Cross only at corners or marked crosswalks.
- Never dart out into the road.
- Stop at the curb or the edge of the road and look left, then right, then left again, then over your shoulder for turning traffic before you step into the street. If you see a car, wait until it goes by. Then look left, right and left again until no cars are coming.
- If a vehicle is parked where you are crossing, make sure there is no driver in the car. If there is a vehicle with a driver, be sure you make eye contact with the driver and that they signal to you that it is okay to cross. Then go to the edge of the car and look left-right-left until no cars are coming. Keep looking for cars while you are crossing, and remember: Walk. Don't run.
- **Drawstring and hanging straps** on clothing and backpacks can cause hazards, especially as students board and leave the school bus. Straps often dangle from backpacks, especially the wheeled type. Across the country, these hanging straps have caused serious accidents – especially when caught in the bus door as the student exits.
- Backpacks are designed to distribute weight among some of the body's strongest muscles. When used correctly, backpacks can be a good way to carry the necessities of the school day. If backpacks are too heavy (more than 20% of a child's body weight) or worn incorrectly, they can injure muscles and joints, potentially leading to severe back, neck and shoulder pain, as well as posture problems.



The CLCS Safety Committee meets regularly to address concerns about the safety and well-being of students, faculty and staff during school hours and after school.

Integrated Pest Management Program

Chautauqua Lake Central School District regularly uses Integrated Pest Management (IPM) program as an effective and environmentally sensitive approach to pest management. IPM uses common sense practices to control pests by taking advantage of various pests management options, including the judicious use of pesticides. As part of its Integrated Pest Management program, the District may periodically use pesticide products requiring notification under State Education Law Section 409-h.

This law requires the District to maintain a list of staff and persons in parental relations who wish to receive written notification 48 hours prior to pesticide application in CLCS district buildings and on CLCS district grounds where they regularly work or have children regularly attending classes. If you wish to receive such notices during the 2023-2024 school year, please fill out the enrollment form below, and return it to the address below. Even if you do not request 48-hour advance notice, we will notify you at regular intervals of pesticides used. For more information about the District's Integrated Pest Management program, please contact the District at (716) 753-5825.

Asbestos Notice

In accordance with the federal Asbestos Hazard Emergency Response Act (AHERA), Public-Law 99-519, the District developed an Asbestos Management Plan that can be found on the district website at www.clake.org. Because our buildings were constructed after October 12, 1988, there was no asbestos used; however, regular re-inspections are completed in accordance with federal guidelines.

For questions pertaining to asbestos in our school buildings, please contact the Maintenance Office at (716) 753-5825.



Only if you wish to be notified 48 hours prior to pesticide use, please complete this form and return to:

District Office • Chautauqua Lake Central School
100 N. Erie St. • Mayville, NY • 14757-9798

- Yes, please notify me in writing 48 hours before pesticide use in/on relevant buildings or grounds, during the 2022-2023 school year, in accordance with State Education Law 409-h.

Please Print

Today's Date: _____ Phone Number: _____

Your Name: _____

Check One:

- Faculty/Staff Person in Parental Relation to Student*

*List Names & Grades: _____

Mailing Address: _____

City: _____ Zip Code: _____



Emergency Cancellations

School closings/cancellations (e.g. due to severe weather) will be announced by these media:

Radio Stations:

- WBEN, 930 AM
- WDOE, 1410 AM
- WJTN, 1240 AM
- WKSN, 1340 AM
- WWSE, 93.3 FM
- WXKC (Classy 100), 99.9 FM
- WRKT (Rocket 101), 100.9 FM
- KISS (WKZA), 106.9 FM

TV Stations:

- WGRZ-TV, Channel 2
- WIVB-TV, Channel 4
- WKBW-TV, Channel 7
- WICU-TV, Channel 12
- WJET-TV, Channel 24
- Spectrum Cable News
- WRKT (Rocket 101), 100.9 FM
- KISS (WKZA), 106.9 FM

Reminder: Update Contact Information

Be sure to call 716-753-5910, or your child's school office, if your telephone number, email or mailing address changes. This information is maintained in PowerSchool, the student data management system.

The contact information is used to send recorded messages, emails or texts when school is closed or when after-school and evening activities are canceled due to severe weather conditions, when emergency situations arise and when information needs to be relayed to parents, guardians or other caretakers.

Even if first class mailings from your child's school office are forwarded from your old address, you may not receive newsletters or other publications sent at bulk mail rates unless we have your current mailing address.

Cancellations Due to Weather

The weather of Western New York can be very enjoyable. The changes from fall to winter to spring bring a rich set of experiences and opportunities for recreation. However, as we all know, winter also presents special challenges. Predicting the weather even a day in advance can be troublesome and erroneous at times.

We are all familiar and have learned to cope with the safety issues presented by wind, ice and snow. From time to time, it becomes necessary to cancel a day of school. Determining when this happens is never easy and involves a great deal of communication and deliberation. Below are some key aspects of the process used:

- Prior to the start of school, district officials monitor the weather forecast and the potential for adverse weather.
- At approximately 5:15 a.m., we begin to evaluate and discuss road conditions. Local highway authorities and law enforcement agencies are consulted to assist in determining safety concerns.
- Typically, neighboring school district superintendents and transportation supervisors are contacted to share their plans and local conditions, which may vary due to local geography.
- We will attempt no later than 6:30 a.m. to decide whether to offer district transportation and keep schools open. If the decision is to cancel school for the day, local radio and television stations are immediately contacted and use of the automated SchoolMessenger system is initiated.

A similar process is used for canceling after-school and evening activities. Generally, a decision for this type of cancellation takes place around 2 pm and applies to all after-school and evening activities. If the school day is not cancelled, we have the utmost confidence in our fine transportation staff and their ability to transport our students.

If a parent or guardian feels that weather conditions in their immediate area of the school district warrant keeping children at home, this is their decision. The decision concerning whether schools will be open or closed must be based on general district-wide conditions. Please trust that at all times district officials are concerned about making the most appropriate decision for our students. In all instances, we thank our parents for their support and understanding, our transportation staff for working to deliver our most precious cargo safely on a daily basis and our students for acting in a safe and responsible manner when being transported.

Feel free to call your child's school office or the District Office, (716) 753-5808, with questions or concerns.

A message from Athletic Director, Bryan Bongiovanni

Pursuing Victory with Honor

Dear Chautauqua Lake Families,

I wanted to take this opportunity to introduce myself and let you know how honored and humbled I am to be the new Supervisor of Athletics at Chautauqua Lake. Over the past 8 years I have served as an elementary teacher within the district at both the 2nd and 5th grade level. In addition to my teaching responsibilities at Chautauqua Lake I have also had the opportunity to coach various sports including baseball and football at the varsity level. Through these experiences I have become aware of the rich and progressive tradition of Chautauqua Lake Athletics. I look forward to continuing to build our athletic programs with the help of the administration, Board of Education, coaches, parents, and our student-athletes.

In order to compete at a championship level Chautauqua Lake has provided our athletes with unrivaled resources and facilities. This offseason our coaches and athletes have been working diligently by competing in summer leagues, attending camps, and hosting workouts. As the school year begins our athletes will continue the proud tradition of displaying this same work ethic in the classroom. For the past several years the majority of our teams have been named Scholar Athlete Teams by New York State.

At Chautauqua Lake, our sports programs are more than just athletic competitions; we view them as platforms for building character, fostering teamwork, and promoting lifelong skills that extend far beyond the playing field. We firmly believe athletics play an essential role in shaping the lives of our students. I look forward to working alongside all of you as we continue to support our student-athletes and add to the championship banners hanging in the gymnasium!

Sincerely,
 Bryan Bongiovanni
 Supervisor of Athletics

FALL COACHES	
Tennis	Sue Teets (V)
Girls Varsity Swimming	Paula Kaus (V) Amy Martin (Asst)
Girls Soccer	Mike Putney (V) Olivia Barnes (V) Melanie Cannon (Asst.) Chelsey Vincent (JV)

FALL COACHES	
Boys Soccer	Connor Barnes (V) Justin Akin (JV)
Volleyball	Joanne Meadows (V) David Sturm (JV) Jenna Hepp (M)
Football	Ryan Gibbs (V) Seth McFadden (JV) Norm Smith (M) Chris Fairbank (Asst JV) Rich Langer (Asst) Steve Haas (Asst) Travis Bensink (Asst)



2023 CLCS HOMECOMING

SEPTEMBER

18-23 HOMECOMING GAMES SPIRIT WEEK

22 HOMECOMING PARADE
6:00 Start
Mayville Methodist Church to CLCS

22 CLCS VS SOUTHWESTERN
CLCS STADIUM
7:00 PM

23 9-12 HOMECOMING DANCE
7:00 PM - 10:00 PM



Homecoming 2023

MONDAY

V Girls Tennis vs. Salamanca
4pm

JV & V Volleyball vs.
Cassadaga

JV Plays first @ 5pm

TUESDAY

V Girls Swimming vs.
Allegany-Limestone 5pm

WEDNESDAY

Mod & V Girls Soccer

vs. Maple Grove
Both Games @ 4:30PM

V Girls Tennis vs. Frewsburg
4pm

THURSDAY

Mod Football
vs. Frewburg
5pm

FRIDAY

V Girls Tennis vs. Falconer

4pm

Mod, Volleyball vs.
Southwestern 5pm

Homecoming Parade

6:00!

V Football vs.
Southwestern 7pm

SATURDAY

V Boys Soccer
vs. Salamanca
11am



ParentSquare

See Page 10 for Information About ParentSquare

A reminder that we have combined multiple systems that we use for communication into one communication system for Chautauqua Lake School District families.

Thunderbird Athletic Club

The Thunderbird Athletic Club (TAC) operates the concession stands at various sporting competitions, sponsors fundraising events, provides food at several annual tournaments and sells apparel. All proceeds are used to solely benefit CLCS student-athletes and the athletic programs. President - Kaitlin Benedetto, Secretary - Lea Benedetto and Treasurer - Jonathan Barnes.

This fundraising occurs only when help is available. We ask that parent and student volunteers wanting to assist with the concession stands contact tbirdclub@clake.org. This is a great way to earn student community service hours! Join us for a meeting and receive a free car decal!



Thunderbird Café

August 2023

Dear Families:

We are so excited to announce that CLCS is now participating in the Community Eligibility Provision (CEP), which means that ALL students will receive breakfast and lunch FREE OF CHARGE, regardless of income!

- ✓ Free Breakfast
- ✓ Free Lunch
- ✓ No Forms*
- ✓ Happy Families



*WE NEED YOUR HELP!

CEP is great. Free meals. All students. No applications. No permission forms. *But...we need you to do ONE thing for us:*

1. We need you to fill out our optional CEP-Household Income Form. State and federal funding is determined by the number of free and reduced price students in our school. Because we are CEP and no longer require meal applications, we need to collect this information in a different way. We have included this form in the August Navigator and it is available on our website or any school office.

First Meal is FREE

2nd Meal Pricing

Breakfast:	All	\$1.85
Lunch:	All	\$2.50

Breakfast & Lunch Menus

Menus are sent home monthly with elementary students and can also be found in each school office or on the school's website www.clake.org under the "Departments" tab, "Cafeteria" and the "Menus" button on the left side.

Please review menus with younger children so they know what is available.

Meal Modifications

If your child needs a food modification for meals because of a health issue, please send us a written medical statement from your licensed healthcare professional.

The statement must include:

- ◆ Information about the issue that is sufficient enough to understand how it restricts the child's diet.
- ◆ An explanation of what can be done to accommodate the child's issue.
- ◆ The food or foods to be omitted and recommended alternatives, in case of a modified meal.

Grab 'N Go Breakfast

FREE Breakfast will be available each morning as kids enter school from Grab 'N Go carts. We offer a variety of healthy and delicious choices like: hot breakfast sandwiches, burritos, juice, milk, cereal, breakfast bars and yogurt. Oh, and did I mention that it's FREE?

Thunderbird Café—Q&A

Check out the Question and Answer page on our website and in this mailing for answers to the most commonly asked questions, including: forms, meals, student meal accounts and MySchoolBucks.Com.

Any questions or concerns? Please contact: **Jennifer Shearer, FSD** jshearer@clake.org - 716-753-5824



Thunderbird Café—Q&A

—FREE MEALS—

We are now participating in the Community Eligibility Provision (CEP), which means that ALL students in our school will receive breakfast and lunch FREE OF CHARGE, regardless of income.

Questions about MEALS:

How does my child get breakfast?

Free breakfast is served from grab & go carts each morning as students enter the building at 3 locations; secondary front entrance, primary front entrance, and primary rear entrance. Breakfast from the carts is available from 7:45am until about 8:05am. Students arriving late may still get breakfast from the cafeteria after they have checked into their classroom until 9:30am.

What if my child brings a lunch from home but is still hungry?

Your child may still get a FREE lunch from the cafeteria. For a free lunch, they must choose at least 3 components (one of which must be a fruit or vegetable). Main entrees count as 2 components (as they are always a grain and protein combo). There are many options to choose from. Some examples: full meals—cheeseburger, french fries and milk or PBJ and pears OR mini meals—milk, cheese stick and apple slices or pears, an orange and green beans. There are so many combinations!

What can I do to reduce my child's anxiety about meals in school?

The best way to reduce anxiety about meal choices is to go over the menu daily with children and help them to understand their choices. Menus are located on our website and sent home monthly with elementary students. Students are required to take one serving of either a fruit or vegetable at every meal. If your child does not want the daily lunch special, they can always choose one of our other selections such as a peanut butter & jelly sandwich, bologna & cheese sandwich, fun lunch or a mini meal....

My child has special dietary needs, how will they be met?

We are very concerned with keeping our students healthy and safe. Children with special dietary needs must submit a note from their licensed health care provider. The note must include the following: 1. Information about the issue that is sufficient enough to understand how it restricts the child's diet. 2. An explanation of what can be done to accommodate the issue and the food or foods to be omitted. 3. Recommended alternatives in case of a modified meal. If your child's needs require a more extensive preparation, a meeting will be set with the parent, school nurse and food service director.

Questions about STUDENTS MEAL ACCOUNTS:

What is a meal account?

All students at CLCS have a meal account. Meals received are recorded on their account. There is NO CHARGE for breakfast or lunch for any student this year regardless of income. Your child does not need money added to their account to get meals. However, students will need money added to their account to purchase extras, such as: second entrees, snacks, or drinks. Our system is a prepay system and will not allow charging of extras. Parents/guardians are encouraged to have their children use their meal accounts and not carry cash with them to the cafeteria.

How do I deposit money on my child's meal account?

You can send in a check with your child or bring cash to any school office. Checks should be made out to CLCS Lunch. Cash/checks should be placed in an envelope with your child's name and ID number on it. One check can be used for multiple students. You may also pay by credit card online through MySchoolBucks.Com.

Is my child's balance shown on MySchoolBucks always up-to-date?

Account information is uploaded periodically. Balances shown online may not show immediate transactions.

If I do not have internet, how do I find out my child's meal account balance?

You may contact the cafeteria at any time for your child's balance by emailing jshearer@clake.org or calling 716-753-5824.

What happens if my child graduates or moves out of the district?

If your child is no longer using our cafeteria services, you may request their account balance be transferred to another student at CLCS, transferred to an account for children in need, or refunded to you by our business office. At the end of every school year, the balance is carried over to September.

Questions about MySchoolBucks.Com:

What is MySchoolBucks.Com?

MySchoolBucks is a website/app that CLCS uses so parents/guardians have access to their child's meal account. This service is FREE* to use. One parent account can manage all the students in the family. You can check balances, see what purchases were made, make payments (*there is a small fee for making payments with a credit card online), set up automatic payments and set notifications.

How do I enroll in MySchoolBucks.Com?

It's easy. Go to www.myschoolbucks.com or download the app on your phone. Click "Sign up today" and follow the directions. You will need to find our school, Chautauqua Lake Central School. You will also need your child's name, birthdate, and student ID number (available from your student's school office or the cafeteria). You may add all your children to one parent account. If you have any questions, please contact MySchoolBucks parent support at 855-832-5226.

Questions about Cafeteria Permission Forms:

Do I need to fill out a Cafeteria Permission Form this year?

NO. Because we are now participating in CEP, we will no longer require a permission form for your child for their meal account. It is easy. If you want your child to be able to buy extras, put money on their account. If you DO NOT want your child to buy extras, DO NOT put money on their account.

Will the form I fill out in years past still be used?

No. All past forms will be void.

Questions about Late Day Cafe:

What is Late Day Café?

Our kitchen is open every day from 2:30-3:15 for students who stay after for sports, musical rehearsals, study sessions or other reasons. We offer healthy snack options and beverages for purchase. All food sold is smart snack approved and meets or exceeds school nutrition standards.

Can my child use their meal account at Late Day Café?

Yes! Students are encouraged to use their prepay meal account to make transactions quick and easy.

Questions about the Optional Income Form:

What is the CEP—Household Income Form?

We are asking families to help us by filling out a Household Income Form. Our state aid and other funding for our school is based on the number of qualifying free and reduced priced students. Because we are now CEP and no longer need the Free & Reduced Meal Application from families, we need another way of receiving this information. The form is available on our website, school offices and the cafeteria.

Please contact Jennifer Shearer, FSD
with questions or concerns—jshearer@clake.org or 716-753-5824

Chautauqua Lake Central School District
2023-2024 Community Eligibility Provision (CEP) - Household Income Form

CLCS is participating in CEP this year.

All children in the school will receive meals at no charge regardless of income or completion of this form.

This form is only used to determine eligibility for additional state and federal funding for our district.

Please read the instructions on the back and complete only ONE form for your household, listing ALL children in ALL schools they attend. Please sign this form and return it to the school.

Return Completed Form to: CLCS – Attention Jen Shearer, Cafeteria
100 North Erie Street
Mayville, NY 14757

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

Student Name	School	Grade/Teacher	Foster Child	Homeless Migrant, Runaway
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

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 completed 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.

Name of household member	Earnings from work before deductions <i>Amount / How Often</i>	Child Support, Alimony <i>Amount / How Often</i>	Pensions, Retirement Payments <i>Amount / How Often</i>	Other Income, Social Security <i>Amount / How Often</i>	No Income
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>

Total Household Members (Children and Adults)

4. Signature: An adult household member must sign this form.

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.

Signature: _____ Date: _____

Home Address: _____

Phone: _____ Email: _____

DO NOT WRITE BELOW THIS LINE – FOR SCHOOL USE ONLY

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/MEDICAID/Foster
 Income Household: Total Household Income/How Often: _____ / _____ Household Size: _____

Signature of Reviewing Official _____

INSTRUCTIONS

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

- (1) Print the names of all children, including foster children that attend school.
- (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 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 this form.

PARTS 3 & 4 ALL OTHER HOUSEHOLDS MUST COMPLETE PART 3 and 4.

- (1) Write the names of everyone in your household, whether or not they get income. Include yourself, 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 arranged, 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.

PRIVACY ACT STATEMENT

The information collected on this form will be used to determine eligibility for additional state and federal funding for our district.
This information will not be shared for any reason.

INSTRUCTIONAL CALENDAR 2023-2024

2023-2024
Chautauqua Lake Central School

APPROVED 2/15/2023

AUGUST						
SU	MO	TU	WE	TH	FR	SA
		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		

DECEMBER						
SU	MO	TU	WE	TH	FR	SA
					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						

APRIL						
SU	MO	TU	WE	TH	FR	SA
	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				

SEPTEMBER						
SU	MO	TU	WE	TH	FR	SA
					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

JANUARY						
SU	MO	TU	WE	TH	FR	SA
	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						
SU	MO	TU	WE	TH	FR	SA
			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						
SU	MO	TU	WE	TH	FR	SA
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						
SU	MO	TU	WE	TH	FR	SA
				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		

JUNE						
SU	MO	TU	WE	TH	FR	SA
						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						
SU	MO	TU	WE	TH	FR	SA
			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		

MARCH						
SU	MO	TU	WE	TH	FR	SA
					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						

- Regents Exam
- Holiday
- Vacation
- Supt. Conf. Day - No Classes
- Staff Dev. AM Classes Only
- Emergency Go Home Drill
- Rating Day

September 4	Labor Day
September 7	First Day of Students
September 29	Emergency Go Home Drill 2:45 Dismissal K-12
October 9	Columbus Day
November 10	Veterans' Day observed
November 22-24	Thanksgiving Recess
Dec. 22 - Jan. 1	Winter Recess
January 15	Martin Luther King, Jr. Day
February 19	Presidents' Day
February 20-23	Mid-Winter Recess
March 29	Good Friday
April 1-5	Spring Recess
May 27	Memorial Day
June 19	Juneteenth

Note dates to be added back to instructional calendar if needed in this order: February 23, 22, 21, 20 April 5, 4, 3



STUDENT DAYS	
September	17
October	21
November	18
December	15
January	21
February	16
March	20
April	16
May	22
June	16
TOTAL	182

Staff Days 186

CLCS COMMUNICATIONS DIRECTORY

To help parents and community members understand the best way to communicate with the school, please contact the individuals listed in the order suggested for the most efficient attention to your questions or concerns.

QUESTIONS ABOUT	1st Contact	2nd Contact	3rd Contact	4th Contact
Academics	Teacher	Counselor	Building Principal	Superintendent
Athletics	Coach	Athletics	Secondary School Principal	Superintendent
Student Absence	Office Secretary	Counselor	Building Principal	Superintendent
Behavior in School	Teacher	Elementary: K-12 Asst. Principal Secondary: Dean of Students	Building Principal	Superintendent
Behavior on the School Bus	Bus Driver /Transportation Director	Elementary: K-12 Asst. Principal Secondary: Dean of Students	Building Principal	Superintendent
Board Policies	District Clerk	Superintendent		
Budget Process	District Clerk	School Business Executive	Superintendent	
Buildings & Grounds	District Office Secretary	Building Maintenance Mechanic	Building Operations Supervisor	Superintendent
Classroom Procedures	Teacher	Counselor	Building Principal	Superintendent
Curriculum	Teacher	Counselor	Building Principal	Superintendent
Extracurricular	Advisor	Building Principal	Superintendent	
Food Services	Cafeteria Manager	School Business Executive		
Health Office	School Nurse	Building Principal	Superintendent	
Scheduling	Counseling Office Secretary	Counselor	Building Principal	Superintendent
Learning Support	Teacher	Student Services Office (Secretary)	Chair, Committee on Special Education	Director of Special Education; then Superintendent
Transportation	Transportation Secretary	Transportation Director	School Business Executive	Superintendent

Reporting Absences

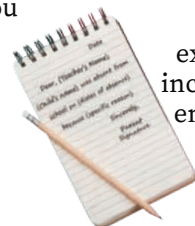
Step 1: Call The Office

To report a child's absence, parents are asked to call their student's school office before 7:50 a.m. to ensure the safety and well-being of their child. The SchoolMessenger system will call all parents of absent children, even if you have called in.

Step 2: Write A Note

Schools are required by law to obtain a written excuse from a parent or guardian for each case of absence or tardiness for their children. Even when you have called in, you must send a note when your child returns to school. This excuse must be delivered to the school on the day the student returns. If your student does not bring a legal written note, it is considered an unexcused absence.

Not all absences are excused. See the Student/Parent Handbook for examples of unexcused absences, tardiness or early departure. These include family vacations or out of town, hunting, babysitting, personal enhancement appointment, needed at home, oversleeping and more.



Call to Report Absences

Elementary 716-753-5841
Secondary 716-753-5881

CLCS TELEPHONE DIRECTORY

The District Office is open 8 a.m. to 4 p.m. year-round. Most other offices are open 7:45 a.m. to 3:45 p.m. during the school year and 8 a.m. to 3:30 p.m. during the summer.

Instructional	
Attendance Elementary School Pre-K-Gr. 6	716-753-5841
Attendance Secondary School Grades 7-12	716-753-5881
Elementary School Office Pre K-Grade 6	716-753-5841
Secondary School Office Grades 7-12	716-753-5881
Title I Coordinator	716-753-5841
Elementary Guidance Office K-Grade 6	716-753-5846
Secondary Guidance Office Grades 7-12	716-753-5887
District Registrar	716-753-5910
School Psychologist	716-753-5849
Student Services (Includes learning Support)	716-753-5877

Non-Academic	
School Safety Tip Line	716-753-5803
District Office/Superintendent	716-753-5808
School Business Executive	716-753-5874
Community Relations Office	716-753-5802
Secondary Principal	716-753-5881
Athletics	716-753-5848
Cafeteria Office	716-753-5824
Health Office 7:30 a.m. to 3:15 p.m. daily	716-753-5819
Maintenance	716-753-5825
Transportation For Ripley and Chautauqua Lake 6:30 a.m. to 4:30 p.m. daily	716-753-5901

Fax Numbers	
District/Business Office Fax Includes District Registrar	716-753-5813
Health Office Fax Confidential for Nurses Only	716-753-2085
Elementary School Fax Pre-K-Grade 6	716-753-5850
Secondary School Fax Grades 7-12	716-753-5886
Student Services Fax (Includes learning Support)	716-753-5850
Transportation Office Fax	716-753-5905

Other Numbers at CLCS	
BOCES Office at CLCS Board of Cooperative Education Services	716-753-5843
Chautauqua County Mental Health Satellite Office at CLCS	716-753-5815
Chautauqua Lake Child Care Center An independent non-profit organization	716-753-5851

The main telephone number at Chautauqua Lake Central School is 716-753-5800. Calls to this number go to an auto-attendant, from which the caller may select from a menu of choices or may enter the four-digit extension (the last four digits of each telephone number shown above).

To minimize disruptions during class, calls placed to teachers from outside the school building are routed directly to the school office, and from there to voicemail. Please leave a message, and the teacher will return your call at the next opportunity.



Chautauqua Lake Central School
100 N. Erie Street
Mayville, New York 14757-9798

PRSR STD
U.S. POSTAGE
PAID
JAMESTOWN, NY 14701
PERMIT NO. 336

Find us on Instagram!

In addition to Facebook,
and our website, you can
find us on Instagram.
Scan the code below or
search our username to
follow us.

SAVE THE DATE K-12 OPEN HOUSE



Happy
RETIREMENT
BOB PARMENT

Bob Parment began his three and a half decade long career at the Mayville Central School in 1987.

Bob has taken the most pride in taking care of the fleet of buses. Transportation supervisor, Jim Morrison, shared that “Bob is a very dedicated employee and has helped me tremendously over the past 7-8 years.”

Time in retirement will be spent tending to his firewood business and spending time with friends and family, especially his granddaughter.