

# Ethel K. Fyle Elementary School

Family Handbook  
133 Vollmer Parkway  
Rochester, New York 14623



## School Hours

Doors open at 7:50 a.m.  
After 7:57 a.m. students are tardy  
School dismisses at 1:57 p.m.

## Important Telephone Numbers

Main Office	359-5430
Principal	359-5438
Assistant Principal	359-5435
Attendance Line	359-5441
Nurse	359-5443
Health Office Fax	359-5453
Main Office Fax	359-5433

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### **A Message from the Principal**

Welcome to Fyle Elementary School! The staff and I look forward to working with you and your child over the coming school year. Fyle School is committed to quality teaching and learning, and we recognize that all children are curious and eager to learn. We want them to achieve their fullest academic, social, and emotional potential.

We also recognize that the school, the students, the families, and the community must all work together to provide a learning environment that fosters the development of that potential. We invite you to work with us to maintain and enhance our reputation for excellence.

This handbook will answer many questions for you and will assist you in working with us as we attempt to meet the needs of your children. Please review the handbook in order to familiarize yourself with the various programs, expectations, and opportunities our school community has to offer.

We all join together in wishing you and your child much success and happiness here at Fyle School.

Sincerely,

A handwritten signature in cursive script that reads "Marcy Mooney".

**Marcy Mooney,  
Principal**

## GENERAL SCHOOL INFORMATION

### Attendance Line, 359-5441

If your child will be absent from school, please call the attendance line at 359-5441. It is available to you 24 hours a day, 7 days a week to leave a voice message.



### Student Morning Drop-Off

We will use the side parking lot to the right of the bus loop. At 7:45 a.m. we will begin to assist students out of your cars and into the building.

- PLEASE pull all the way up to where the first staff member is standing. This is usually all the way up by the stop sign. This will allow us to fit more cars in the drop-off zone.
- All students must exit the vehicle from the passenger side. *Please rearrange car seats if need be.*
- Parents will need to remain in the car.
- Please be sure your child has all of their materials and is ready to hop out of the car.
- Once you drop your child off, you need to wait in line to exit. **There is no passing of cars, and cones will be set up to prevent passing.**

At 7:57 a.m., the side doors will be locked and all students will need to be dropped off at the front door using the bus loop. If there are still buses in the loop, you will have to park in the side lot and walk your child to the main entrance. If the buses are out of the loop, you can drive right up to the door, turn your car off, and walk your child to the door. You will need to press the intercom button and be let into the main office to sign in your child. After 7:57, your child will be marked tardy.

### Need to Pick Up Your Child Early?

If you need to pick up your child early, please use the google form that is linked in the weekly Fyle Enews or by clicking [here](#). Please be sure that this form is completed by 12:30 p.m. the day you are picking your student up. You will need to park your car in the side lot, and come to the front entrance. You will need to press the intercom button and be let into the main office to sign your student out. Please be sure to list the name of the person picking up your student and they will need to be prepared to show

a photo I.D. If you are picking up at dismissal time, please follow the instructions listed below.

## Pick Up at Dismissal

If you plan on picking up your child on a regular basis at dismissal, you will be given a permanent pick up pass the first day of school to display in your car. Cars line up at the side entrance and students will be brought out to the car. You will need to follow these instructions:

- We will start dismissing students at 1:54 p.m.
- Please have your dismissal cards displayed for us to see and your I.D. ready.
- All students must enter the vehicle from the passenger side. Please make adjustments to car seats, etc. to accommodate this.
- Parents will need to remain in the car.
- Buses may pull out before we finish the dismissal process, so there could be a couple minute wait. Please be patient.
- If you have your child and are behind others who are still waiting for their children, a staff member will direct you to carefully and slowly exit. Please only do so if directed by a staff member.

## Parking

Please park in designated parking areas only. The driving circle, located in front, is reserved for school buses. Cars are not allowed to park in the front circle during school hours.

## Transportation Information

The busing of your child to school from home and from school back home is a service that the District proudly provides. **NO FORMS ARE REQUIRED FOR HOME-TO-SCHOOL BUS SERVICE.** This service is available to all district children from the residence of the primary parent.



## Transportation to Childcare

Transportation to a Babysitter or Child Care is available if your care provider's location is within the District's boundaries. A Transportation Request Form – To Babysitter or Child Care should be completed and submitted to the main office for this service. This change in transportation adheres to the District protocol whereby the request must be submitted the Wednesday before the week affected. A new form needs to be completed each year, even if you are using the same daycare provider.

## **Bus Passes**

If your child needs to go to a different destination after school, a written note is required by **WEDNESDAY OF THE PRIOR WEEK** (as per BOE policy). The note should include the name, address, and telephone number of the person responsible for your child. The district cannot honor bus transportation to play dates due to calculated and balanced rosters on school buses, numbers of passengers allotted, and to benefit our students by adhering to a routine.

## **Not Home For the Bus?**

Should an adult not be present and visible to receive your child from the school bus for home delivery, your child will be transported to Good Shepherd, 3288 East Henrietta Rd. (359-7911). where he/she will be safely cared for by the District's child care providers. You will be charged a first time fee of \$47 (which includes a \$25 registration fee and a \$22 childcare fee). Any additional childcare returns to Good Shepherd throughout the school year will be a charge of \$22 per day, per child. This service is provided for the health and safety of our young students.

## **Cub Care Contact Information**

- Fyle Cub Care Office - 359-5446
- Fyle Cub Care Cell - 353-2106, 2-6 pm only
- Cub Care Specialist, Pearl Tokar - 359-7912
- Cub Care registration information- 359-7911

To pick your child up from Fyle's Cub Care Zone, after school, please use the Cub Care doorbell by the side parking lot. Cub Care staff members will ask you to identify yourself, via an intercom system, and tell you of their location within the school.

## **Lost & Found**

Areas for lost and found items are maintained by the office and can be found in the cafeteria. This area should be checked periodically by anyone who has lost something. Items lost on the school bus may be found at the bus garage.

## Emergency Information (Blue Cards & School Closings)

When district schools must be closed for any reason, radio announcements will be made on the major local stations. Television channels 8, 9, 10, and 13 will also announce closings. In addition, a “Parent Alert” will also be posted on the district website, [www.rhnet.org](http://www.rhnet.org). Please do not call the school office for information regarding emergency closings.

If an emergency forces a closing during the school day, your child will be sent to the place you identified on the Confidential Information Form (the “Blue Card”). Please make sure this form is kept up-to-date. Parents should discuss the emergency plan with their children so that the students will know where to go and what to do in the event that they should arrive home during the day and no adult is there for them. Also, the neighbor or relative who is named in an emergency plan should be made aware of the arrangement. We are **NOT** able to individually phone every parent during an emergency closing, but we will attempt to reach parents using the district’s automated phone messaging system.

When schools are closed, all adult education and school functions for the evening are canceled.

## Volunteers

Those who would like information on volunteering may contact our Fyle Parent Group ([fyleparentgroup@gmail.com](mailto:fyleparentgroup@gmail.com)) or contact your child’s classroom teacher. When coming into the school, all visitors must enter through the main entrance, check in at the main office, and secure a visitor pass. Entry must be through the front doors during school hours.



## School-Home Communication

We believe school-home communication is vital to your child's success in school. Your child’s teacher will be in touch with you during the first two weeks of school to inquire as to your preferred mode of communication. All email addresses that were submitted on your blue confidential form will receive a weekly Principal E-News. This will inform you about upcoming school and Parent Group events. We also have a District and Fyle Facebook page for you to access.



## PROGRAMS AND SERVICES



### **Art**

The art program is designed in alignment with the Rush-Henrietta visual arts standards and elementary art curriculum. Students in grades kindergarten through third attend art classes for thirty-five minutes once every four days of school. Each year students gain an understanding and use the Art Elements and Principles of Design. They manipulate line, shape, color, space, and texture in a variety of media while using art tools with the proper techniques. Within many of the lessons, students learn about visual art connections to other academic disciplines and about art in history and society. The art program emphasizes creative problem solving, independent thinking, and individual creativity.

### **Music**

The music program is a district program for students in grades kindergarten through third. It is based on the New York State Standards for elementary music instruction. Students participate in a 35-minute class that meets once in a four-day rotation.

They participate in many activities in order to learn the elements of music. The focus of the program is on music literacy. Students are taught in a sequential approach to read melodies and rhythms. They learn to match pitches, sing songs, play instruments, and move to music in appropriate ways. They listen to music with an emphasis on understanding the elements of melody, rhythm, form, and harmony.

### **Physical Education**

Certified physical education teachers teach a district wide curriculum. Students receive physical education for 35 minutes twice a week on a four-day rotation. Students are required to wear appropriate clothing and sneakers when participating in class.



## **Library**

A library media specialist provides expertise in the selection, acquisition, evaluation, and organization of information resources (print and electronic) and technologies in all formats, as well as expertise in the ethical use of information, including digital citizenship. The LMS supports instructional delivery of all content supporting students to become critical thinkers, enthusiastic readers, skillful researchers, and ethical users of information.

## **Response to Intervention**

A team of reading, consultant teachers, and academic intervention specialists collaborate with classroom teachers to provide targeted interventions for those students needing additional support through our Academic Intervention Services (AIS) in ELA and/or math. Students who are in need of this instructional support are assigned to work in additional groups or on an individual basis with their classroom teacher to reinforce instruction. The goal of intervention is to help students become more successful in their regular classroom programs.

Students are identified to receive AIS based on multiple measures including end-of-the-year testing and teacher recommendation. Classroom teachers work closely with the reading and/or consultant teacher assigned to their classroom to develop an instructional program that will best meet each student's needs using a variety of targeted and differentiated strategies and techniques.

## **English as a Second Language (ESL)**

This New York State mandated program is designed to service the needs of students whose first language is not English. After screening, the students are placed in appropriate small groups for English instruction. They receive both push-in and pull-out services by a certified ESL teacher. Instructional emphasis is placed on listening, speaking, reading, and writing skills. The length of time spent by the student in the ESL program is determined by his/her performance on the NYS English as a Second Language Achievement Test (NYSESLAT).

## **Speech/Language**

Speech/language therapists evaluate articulation, voice, fluency, and language problems (understanding and using words). Speech or language services are available to students identified by the district's Committee on Special Education as having a need in any area of communication. Services are also available to non-classified students through the Speech-Language Support Program. Services are determined through screening or evaluation. The student and therapist have regularly scheduled small group or individual sessions. The speech/language pathologist may also provide in-class services and consultation to classroom teachers. The speech/language program is designed to complement the student's educational program and to meet his/her communication needs.

## **Instructional Support Team**

The Instructional Support Team (IST) is a strength-based, child-centered support system to promote success for all students. The IST helps to assess and make recommendations for students in need of special support for learning, social-emotional, and/or behavioral difficulties. The IST is also available to provide support to those students needing challenges in their learning as a result of high levels of performance. The team carefully monitors student progress throughout the year making every effort to devise strategies for students to successfully participate in their educational program. Parents are invited and strongly encouraged to attend any IST meetings to be part of the team discussing and devising interventions for their child. Another function of the IST is to assess the potential for special education services for the Committee on Special Education process.

## **Committee on Special Education (CSE)**

If a student has needs beyond the regular education program, the IST will refer the student to the Committee on Special Education. The CSE will determine if the child is in need of special education and will recommend to the parents, and the Board of Education, the appropriate educational program and services for the child. Parents have a right to attend the CSE meeting to present their views on what their child needs. Parents also have the option of presenting information in the form of writing, through an outside professional, or through a district staff member.

The district must notify parents in advance of the CSE meeting for their child. In addition, parents have the right to appeal any decision of the CSE.

An individual education plan (IEP) must be written for each child needing special education services and this plan must be reviewed annually, and revised, as needed. The plan is written by the child's special education teacher and parents based upon the recommendations of the CSE.

Special education classes provide an educational program for students identified by the CSE as having a handicapping condition and needs beyond the regular educational program. Certified special education teachers deliver a range of services striving for the least restrictive environment appropriate for each child. Services may include consultant teacher programs, primary or supplemental instruction taught by a special education teacher in or out of the regular classroom, and self-contained classrooms.

The goal of the special education program is to improve the students' chances for success in a regular school program. Student progress is closely monitored.

The district is committed to meeting the needs of students with handicapping conditions and those with special needs. While the district services handicapped students in regular classrooms, it also provides self-contained classes for more severely handicapped students. If needed, the district arranges programs in other specialized schools or provides home instruction.

### **School Social Worker**

The school social worker has many different responsibilities within the school setting. These may include:

- providing short-term crisis intervention counseling services to children, adults, and families under stress, including providing mandated IEP counseling.
- referring individuals and families to appropriate outside counseling agencies and acting as a liaison to follow-up on these services.
- participating on the school's Instructional Support Teams.
- facilitating classroom social skills training as necessary.
- facilitating topical groups to support/enhance students' school/educational experience.
- acting as a consultant to the school staff.
- acting as a member of the attendance team.

In addition, the school social worker completes developmental/social histories as necessary, and works with

administration to promote and facilitate consistent student attendance and punctuality in school.

### **School Psychologist**

The school psychologist provides many services including consultation, intervention, prevention, and education. The school psychologist consults with teachers, parents, and administrators about problems in learning aptitudes, personality and emotional development, learning environment, and eligibility for special education services. Intervention services include individual and/or group counseling, crisis intervention, teaching prosocial skills and bullying prevention. Prevention services may involve identifying learning difficulties and designing programs for students who are at risk of failure.

### **School Counselor (K-3)**

Rush-Henrietta has added school counselors at the K-3 levels. The school counselor has many different responsibilities within the school setting. These may include:

- providing short-term crisis intervention counseling services to children, adults, and families.
- referring individuals and families to appropriate outside counseling agencies.
- facilitating short-term groups to support/enhance students' school/educational experience.
- acting as a consultant to the school staff.

In addition, the school counselor is responsible for facilitating counseling lessons according to a specific timeline and curriculum established in the district K-12 Comprehensive School Counseling Program.

### **Crisis Intervention Plan**

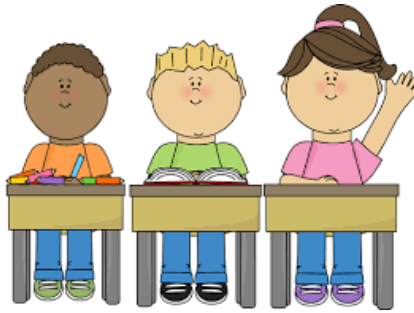
This plan was developed for use by the district Trauma, Illness, and Grief Team, also known as the TIG Team, in the event that a death or other tragedy occurs which is anticipated to have a significant impact on the students or the school community. The plan identifies how information is to be disseminated to the students and to the school community in the event of such an occurrence. More importantly, the plan provides for the availability and the implementation of support for those who desire or need such support during or after the crisis period.

## Attendance Team

The Attendance Team reviews student absences/tardies. The goal of the team is to promote regular and punctual attendance so that the students have the maximum opportunity to achieve their potential.

Concerns regarding a particular student's absences or tardies will be brought to the attention of the parents or guardians by the attendance team. The attendance team will work with you to ensure your child is taking full advantage of the instructional day.

## GENERAL CLASSROOM INFORMATION



## Parent-Teacher Conferences

These conferences are scheduled by appointment twice a year — once in the fall and, again (*if desired by the parent*), in the spring. Parents will be given information on how and when to sign up. Parents will receive a progress report regarding their child. Additional conferences may be arranged at other times during the year if the parties concerned feel it necessary.

## Progress Reports

Grades K-3 receive progress reports at the end of each quarter. Parents will access these report cards by signing into their parent account on SchoolTool.

## Classroom Supplies

The supply lists for each Rush-Henrietta school and grade level can be found on our district website, [www.rhnet.org](http://www.rhnet.org).

## **Library Books**

Lost library books must be paid for. If the book is found within thirty days of a payment, a refund will be issued.

## **Homework Philosophy**

Homework provides students with an opportunity to deepen their understanding and skills relative to learning standards and classroom instruction. Homework should help children develop good study habits, foster positive attitudes toward school, and communicate to students and families that learning takes place both inside and outside school. Students at all grade levels will be encouraged to engage in reading activities each evening. Assigned homework must reinforce classroom instruction, at an appropriate instructional level. Students must receive constructive feedback on assigned homework to inform them of their progress.

## **Celebrations in Schools**

Classroom celebrations are based on the changes of the seasons and on school calendar events such as the 100th day of school, PARP, Flag Day, etc. School activities which relate to holidays and seasonal observations shall have a clear instructional purpose aligned with the district's learning standards and curriculum.

Commemoration of special days and events shall emphasize cultural, historical, and artistic values. Such activities shall respect the variety of religious affiliations and beliefs existing within the school community and shall observe constitutional requirements that public school districts avoid practices that promote or discourage any specific religion over another.

Should celebrations involve student costumes, those costumes shall have relevance to the instructional purpose of the activity. No celebration or observance shall explicitly or implicitly impose any expense or medical danger upon a student as a condition of his/her participation.

A student may be excused from school celebrations or observances if his/her parent/guardian files a request, via email, with the building principal. The request must give assurance that instruction on the learning standard(s) involved will be given at home. In this case, please email the principal, Mrs. Mooney [mmooney@rhnet.org](mailto:mmooney@rhnet.org)

## **Birthday Celebrations/Recognitions**

We are always looking for opportunities to get to know and celebrate students on an individual basis. This gives him/her a chance to share their interests and uniqueness with classmates. Traditionally, this occurs on a student's birthday but it could also happen on a holiday or as part of the classroom culture (ie. student of the week, etc.). **Due to allergies, safety concerns with sharing food, and classroom interruptions, we will not be allowing teachers to celebrate student birthdays with food.** Each classroom teacher will have more information on how they recognize special occasions and celebrations in the classroom.

\*deliveries of items for students to schools are not allowed (balloons, flowers, etc.)



## **ELEMENTARY HEALTH SERVICES**

### **School Health Office Staff**

Every school has a school nurse-teacher (SNT) who is a registered professional nurse. The SNT coordinates healthcare in the school setting; answers routine medical questions for parents, staff, and children; gives immediate first aid and provides medical care according to the medical regimen prescribed by the private health provider; and, performs and coordinates mandated physical examination requirements.

### **Confidentiality**

The district adheres to the Family Educational Rights and Privacy Act (FERPA). Private health care providers must follow other laws called Health Insurance Portability and Accountability Act (HIPAA). In instances where the school needs to communicate with private health care providers, the parent will need to complete the required form(s) from their health care provider in order for school officials to be able to speak with them. Please be advised that confidential medical information will be shared with district personnel who need to know. This may include understanding the impact a medical condition may have on a child within the classroom setting and/or how to recognize and potentially manage significant medical concerns until medical help arrives. If you have any questions, please contact your SNT.



## **Mandated Physical Examinations**

New York State law requires parents or guardians to furnish a certificate of physical examination for all new students and for students in grades kindergarten, 1, 3, 5, 7, 9, and 11, and for those students participating in sports, requiring special education services, or seeking work permits.

The Board of Education recommends that all examinations be done by your own physician, physician's assistant, or nurse practitioner for optimal continuity of care. If you require, but cannot afford health insurance to secure private health care for your child, please contact the SNT for confidential assistance in applying for Child Health Plus. A physical exam is valid for 12 months through the last day of the month in which the exam was conducted. This exam is valid for an entire school year for new entrants and mandated exams. In the rare event that a certificate of private examination is not provided, a physical examination may be conducted in the school by scheduled appointment and with prior written parental informed consent.

A parent has the right to be in attendance at these examinations and/or to review history questions that may be asked of your child. Please make prior arrangements with the SNT.

## **Immunizations**

All students are required to furnish satisfactory proof of immunizations:

- Diphtheria, Pertussis, and Tetanus - 4 or more doses
- Polio - 3 or more doses
- Measles - 2 doses
- Mumps - 2 doses
- Rubella - 1 dose
- Hepatitis B - 3 doses
- Varicella (chicken pox) - 2 doses

Exemptions to the above are only allowable for medical reasons. Your physician must request the exemption in writing. In case of an outbreak of the illness, those students who have a medical exemption may be excluded from school throughout the course of the illness.

## **Mandated Screenings**

The New York State Education Department requires certain screening exams to be done on children of certain ages or grades. The New York State Department of Health (DOH) also requires that

your private health care provider reports and that the school district collects information on your child's Body Mass Index (BMI) and Weight Status Category (WSC). Any information requested by the DOH regarding BMI or WSC will **not** contain identification of your child. However, if you do not wish to have your child's unidentified assessment included on the survey, please advise the SNT.

The following screening evaluations are conducted by the SNT who will advise you of any concerns:

- Distance visual acuity, near visual acuity, color perception, and hearing acuity.

### **Dental Certificates**

The Board of Education recognizes the importance of good oral hygiene for all children. The Board recommends that your child have regular periodic complete dental examinations by your private dentist ideally every six months, but at least upon entrance to school and again in grades K, 1, 3, 5, 7, 9, and 11. If you wish to provide a certificate of dental examination for inclusion in your child's permanent health record, which is saved until your child is 27 years old, please submit or have your dentist submit the completed certificate to your SNT.

### **Emergency Care Plans**

Any child with a severe or life-threatening medical condition that may require adult intervention and oversight during the school day such as, but not limited to, diabetes, poorly controlled seizures, severe respiratory problems, or anaphylaxis secondary to food or insect allergy, will have an emergency care plan created by the SNT in cooperation with the parent and their private health care provider.

These plans are updated annually. The purpose of the plan is to provide concrete and simple training and instructions to non-medical personnel acting in a supervisory role for your child to keep your child as safe as possible until medical assistance arrives. If you believe your child needs an emergency care plan, please be sure to bring the SNT medical documentation from your physician as soon as possible before the start of school, so she can work with you to develop a safe plan for your child. Please be advised that you are encouraged to attend field trips with your child if he/she has a special medical need for medication or management and a registered nurse is not available.

## **Medications**

Medications will be dispensed in school only with a physician's and parents' written permission. This also applies to non-prescription drugs such as aspirin, cold remedies, or cough drops, etc. These rules are necessary to comply with New York State law. Parents/guardians must personally bring medicines to school. Students may not bring in medications. Pharmacies will supply duplicate containers upon request.

## **Absences & Tardiness**

Call each day that your child will be absent from, or late for school. The 24-hour Attendance Line number is **359-5441**. Please give the following information when calling the Attendance Line:

- *your name and a phone number where you can be reached*
- *your child's name and his/her teacher's name*
- *the reason for the absence or tardiness*

A written excuse, including the date(s) and the reason for the absence or tardiness, is still required even after the Attendance Line has been called. Those excuses should be given to the classroom teacher on the first day that the child returns to school.

When late, a student must go to the main office, and sign in as late. The student will then receive a pass and report to his/her classroom. Please notify the health office in advance if your child will be late due to an appointment.

A student's repeated illegal tardiness, and/or absences will be reviewed by the Attendance Team and discussed with the parent in writing, in a phone call, or personal conference.

## **Injuries/ Illness/ Allergies**

If your child is injured or becomes ill during school hours, the school nurse will notify you. The school provides first aid only for injuries or acute illness that occur during school hours. In an extreme emergency, the Henrietta Ambulance will be called, and the school nurse will contact you.

**\*\*Please note:** It is very important that the Confidential Information Form (the "Blue Card") referred to in the General School Information section of this handbook be updated whenever

information changes. Without correct and current information, it may be extremely difficult to get in touch with you in the event of an emergency. New home phone numbers or addresses, new work situations and numbers, or new after-school care providers are all examples of the types of information we need to give your child the best care possible.

Please alert the health office of any allergies your child may have, especially of any potentially life-threatening allergies.

### **Physical Education Excuses**

All students are expected to participate in P.E. classes. All physical education excuses must be submitted in writing to the school nurse. A physician's request must be submitted if the student is to be excused for more than one day. Students excused from physical education may not participate in playground activities.

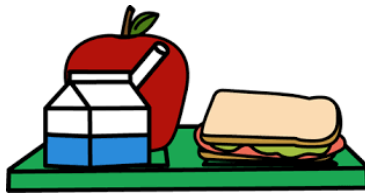
### **Adaptive Physical Education**

If a child is unable to participate in regular P.E. classes, then a modified program may be provided. Please contact the SNT for the appropriate form to be completed by your physician.

### **Child Health Plus**

Child Health Plus is New York State's medical insurance program that serves uninsured children under age 19 in families whose household income exceeds Medicaid income eligibility. The insurance is provided free or at a low cost. Coverage includes well child check-ups, immunizations, prescriptions, doctor's visits, x-rays and lab work, outpatient mental health, inpatient hospital care, emergency medical care, and other services. The application is a simple one-page form requiring proof of the child's age, household income, and residency. For information or assistance, contact your SNT or in the Rochester area call 585-546-3559.

# GENERAL CAFETERIA INFORMATION



## School Breakfast/Lunch

Nutritious breakfast and lunch are served every day in school. Consult your monthly menu for specific information. Milk, fresh fruit, juice, and snacks may be purchased by those who bring a meal from home. Here is the link to the menu at Fyle:

<https://schools.mealviewer.com/school/FyleElementarySchool>

## Food Service Payment

School meals can be paid for on a daily, weekly, or monthly basis. Weekly or monthly prepayments may be made by cash, or by check payable to Rush-Henrietta Food Services. Students should bring the prepayment to the cafeteria before 9:10 a.m. We cannot accept charging. Occasionally, a student will come to school without money or a lunch from home. Because a hungry child cannot learn, these children will be given a complete meal and charged. These children will not be allowed to buy snacks, and their families will be expected to reimburse the district for the meal.

## Free & Reduced Price Meals

1. Applications will be mailed to all families by mid-August. The Free and Reduced Application and information will also be available on the R-H website, <https://www.rhnet.org>.
2. A new application must be submitted every year.
3. Students who qualified for free/ reduced meals in June, will receive meals until October 18, 2022.
4. A new application must be submitted for meal benefits to continue.
5. Your application must be approved before your children can receive free or reduced price meals.

6. Until your new application is approved, your children will have to pay for their meals or bring a lunch from home.
7. It takes 10 days for applications to be approved, so get them in early.
8. Eligibility is determined by federal guidelines.
9. You will be notified in writing regarding your approval. The cafeteria cashier is notified.
10. Some applications are verified for correct income information.
11. Call 359-5388 if you have any questions.

## **Prepaid Meals**

This is a great way to avoid losing or forgetting money, as charging meals is not allowed.

You can prepay by:

1. Sending a check payable to Rush-Henrietta Food Service Department,
2. Sending cash to school with your child,
3. You may use your credit card or e-check by calling 866-727-3053 or logging on to [www.mypaymentsplus.com](http://www.mypaymentsplus.com).
4. If you have more than one child IN THE SAME SCHOOL, you may send one check. Include the names and amounts for each child on the memo line of the check. The check must be made out to Rush-Henrietta Food Service.
5. If you have students in different schools, please send the check to Rush-Henrietta Food Service Myuoffice, 1133 Lehigh Station Rd., Henrietta, NY 14467. Include the names and amounts for each child on the memo line of the check.
6. If your check is returned for insufficient funds or the account is closed a \$20 check fee will be charged by the Food Service office and your checks will not be accepted in the future.

## **My Payment Plus**

Rush-Henrietta's Automated Prepayment System Information

To get started, simply visit [www.mypaymentsplus.com](http://www.mypaymentsplus.com) or call 866-727-3053 and register your child. You will need your child's student ID

number to register. The convenience fee is 4.75% of your total transaction; if your total transaction is \$100 or more, this fee is waived. You do not need to make a credit card transaction if you just want to check your child's balance or purchases. Among the many benefits:

- 24/7 access to the system
- Review your child's purchases.
- No more lost meal money.
- Low account balance email notification.
- Money deposited in meal pay arrives in your child's account in a matter of minutes.

### **Student Accounts:**

- All cafeteria cash registers are computerized.
- I.D. numbers are needed for all purchases, breakfast, lunch, and a la cart.
- All students have an account, which is accessed with their student
- I.D. #. Students in Grades K-3 will use their ID cards.
- The system provides complete confidentiality.

## **POSITIVE BEHAVIORAL INTERVENTIONS AND SUPPORTS**

In grades K-12, Rush-Henrietta uses a framework that aligns Social-Emotional Learning (SEL), Positive Behavioral Interventions and Supports (PBIS), and Restorative Practices. This alignment allows for a range of strategies and approaches to be used to build community within our schools and support students in developing competencies for lifelong success and well-being. The five SEL competencies include:

- Self-Awareness (Understanding one's emotions, personal goals, and values, assessing one's strengths and weaknesses)
- Self-Management (Skills in regulating emotions and behaviors, managing stress, and persevering through challenges)
- Social Awareness (Ability to understand the perspectives of others, demonstrate empathy, and understand social norms)
- Relationship Skills (Ability to communicate clearly, engage in active listening, cooperate with others, resolve conflicts, and resist negative social pressure)

- Responsible Decision-Making (Ability to understand the consequences of actions, and to make constructive choices taking the health and well-being of self and others into consideration)

The expected behaviors, known as PBIS traits, are: Be Respectful, Be Responsible, Be Ready to Learn, Be Caring, and Be Trustworthy. A behavioral matrix has been created that provides clear guidelines as to what these SEL competencies and PBIS behaviors look like in various school settings. Focus on these skills is embedded throughout the school day, with opportunities for students to be recognized and acknowledged for demonstrating these competences and behaviors within school.

### **Meet Adabu**

This is Fyle's friendly mascot, Adabu, pictured here with our principal, Mrs. Mooney. Adabu is often seen at our school assemblies and sometimes he'll even visit students during their lunch!



## **A Message from the Fyle Parent Group**

Welcome!

The Fyle Parent Group is open to all parents/guardians of students enrolled at Fyle Elementary School with no membership dues or fees. Our mission is to enhance student achievement by providing enrichment opportunities that compliment educational programs in partnership with teachers, staff and community.

Some activities and programs we sponsor include:

Parents as Reading Partners  
Monster Mash  
Scholastic Book Fairs  
Family Movie Nights  
Family Dance

We encourage you to become involved in your child's education, as well as an active participant in the Fyle Parent Group. With your participation, the activities and programs we sponsor will enhance your child's elementary experience.

We look forward to working with you. You may contact us at [fyleparentgroup@gmail.com](mailto:fyleparentgroup@gmail.com).

The Fyle Parent Group

### **Parent Group Representatives:**

President: Eva Gasgonia  
Vice President: Carrie Nicholas  
Treasurer: Katie DeLaVergne  
Secretary: Rebecca Lepel

### **Contact Information:**

Email: [Fyleparentgroup@gmail.com](mailto:Fyleparentgroup@gmail.com)

Facebook: <http://www.facebook.com/groups/fyleparentgroup/>