

SUPERINTENDENT'S MESSAGE

Erie Public Schools: Possibilities and Progress Providing World-Class Opportunities

The School District, City of Erie, continues to be the highest performing urban district in the Commonwealth of Pennsylvania. This achievement demonstrates that with a focused and committed team approach, Erie's schools can be world class. Vital to this success, however, is the involvement of parents in the academic and social lives of their children. While the focus of our students' days is the academic environment that is crucial to their success on one level, the mainstay of their lives is their families—*you*, the parents and guardians of our students, who, every day of the year, provide the foundation for their success in life.

The Board of School Directors, the Leadership Team, teachers, support staff and I are all working together to provide your child with the best education possible. In turn, we ask that you become and stay involved with your child's school. You can do this by:

- **Establishing a time and place for homework each and every night so your child will come to school well prepared.**
- **Attending Open House so you can meet the faculty and administrators your child will see every day, and get a "feel" for your child's educational environment.**
- **Participating in Parent Conference sessions during the year and communicating with the educators and administrators who want your child to succeed.**
- **Supporting each teacher's and school's efforts to educate your child.**
- **Involving yourself in your child's academic and social life on a daily basis and taking advantage of the avenues offered by the District designed to lead to future success in both higher education and the workplace.**


These actions will make you a part of your child's success—the most important part—because it is *you* our students return to at the end of each school day, and we need you to maintain an atmosphere that fosters the importance of a good education as part of future success.

Because you are a critical part of your child's success, we want to make sure your questions and concerns are addressed and that you continue to be involved and aware as your children and their educators strive for a successful outcome for all the students in the Erie School District. This Information Packet is designed to help answer many of your questions in advance. Please keep it handy so you can refer to it during the year. Any other questions are best answered by calling your child's school.

The research is in – *students do better in school and in life with supportive parents*. We need *you* to help us ensure that your sons and daughters are successful, both academically and in life. Parents who promote their children's performance will help them achieve prosperity. Preparing students for a successful and productive life is a goal of Erie's public schools.

We look forward to working with you during the 2008-09 school year as we continue to *Redesign for Success* to better prepare our students for the competitive global economy.




Dr. James E. Barker
Superintendent of Schools



148 West 21st Street Erie, Pennsylvania 16502

Business Hours

Washington Educational Center
Monday through Friday
8:00 a.m. - 4:00 p.m.

*Note: Not all offices are open during lunch hour
(12:00 noon - 1:00 p.m.)*

Superintendent
Dr. James E. Barker

Board of School Directors

President
James R. Herdzik

Vice President
Jeanine M. McCreary

Edward M. Brzezinski
Robert S. Casillo
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Mary Frances Schenley
Richard T. Szychowski
Eva Tucker, Jr.

Assistant Superintendent of Schools
Dr. Robert Oliver



"Committed To Excellence For All"

The Superintendent's Information Packet is a publication of the School District of the City of Erie, Pennsylvania. Comments, questions, and concerns should be addressed to the Communications Office, 3325 Cherry Street, Erie, PA 16508.

This publication is edited by Helene Grande, Communications Specialist, and designed by Joy Fetzer, Manager, Print Media Department.

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This publication contains information that will answer a number of questions you may have during the school year. This information was edited and determined to be correct at the time of printing. Parents and students will be notified of any changes that affect them, including changes in dates, times, places, and legal notices. Please keep this booklet in a place where you can find it quickly if you need it. Thank you.

SCHOOL INFORMATION



Elementary Schools

*Opening Bell: 8:20 a.m./Closing Bell: 2:30 p.m.

**Opening Bell: 8:00 a.m./Closing Bell: 2:30 p.m.

Note: If bell schedule information changes, your child's school will notify you.

*BURTON (K-5)

1661 Buffalo Road, Erie, PA 16510 Phone (814) 874-6850
Carla Johnson, Principal

*CLEVELAND (K-8)

1540 West 38th Street, Erie, PA 16508 Phone (814) 874-6670
Teresa Szumigala, Principal
Alan Lewis, Assistant Principal

*CONNELL (K-8)

1820 East 38th Street, Erie, PA 16510 Phone (814) 874-6785
Joseph Orlando, Principal
Mary Lynn Ganska, Assistant Principal

**DIEHL (K-8)

2327 Fairmont Parkway, Erie, PA 16510 Phone (814) 874-6585
Jeannette Barczynski, Principal

**EDISON (K-5)

1921 East Lake Road, Erie, PA 16511 Phone (814) 874-6470
Brenda McWilliams, Principal

**EMERSON-GRIDLEY (K-6)

816 Park Avenue North, Erie, PA 16502 Phone (814) 874-6450
Malinda Bostick, Principal

*GLENWOOD (K-6)

3503 Peach Street, Erie, PA 16508 Phone (814) 874-6570
Dianne Bernard, Principal

*HARDING (K-8)

820 Lincoln Avenue, Erie, PA 16505 Phone (814) 874-6550
Leslee Hutchinson, Principal
Buckley Cook, Assistant Principal

**IRVING (K-6)

2310 Plum Street, Erie, PA 16502 Phone (814) 874-6770
Michelle Fiorelli, Principal

**JEFFERSON (K-8)

230 East 38th Street, Erie, PA 16504 Phone (814) 874-6650
Diane Madara, Principal

*LINCOLN (K-5)

831 East 31st Street, Erie, PA 16504 Phone (814) 874-6685
Linda Cappabianca, Principal

*MCKINLEY (K-5)

933 East 22nd Street, Erie, PA 16503 Phone (814) 874-6870
Kristen Boyd, Principal

**PERRY (K-8)

955 West 29th Street, Erie, PA 16508 Phone (814) 874-6485
Timothy Sabol, Principal

*PFEIFFER-BURLEIGH (K-8)

235 East 11th Street, Erie, PA 16503 Phone (814) 874-6750
Rosemary Sheridan, Principal
David Eubank, Assistant Principal

**WAYNE (K-8)

650 East Avenue, Erie, PA, 16503 Phone (814) 874-6700
James Smith, Principal
Kevin Harper, Angela Kownacki, Assistant Principals

High Schools

CENTRAL TECH (9-12)

3325 Cherry Street, Erie, PA 16508 Phone (814) 874-6200

Gerald Mifsud, Mathew Pundt, Co-Principals
Elizabeth Krug, Assistant Principal

Opening Bell: 8:00 a.m. H.R.: 8:05 - 8:17 a.m. End of School: 3:14 p.m.

EAST (9-12)

1001 Atkins Street, Erie, PA, 16503 Phone (814) 874-6400

Patrick DiPaolo, Principal
Peter Buckoski, Barbara Zimmer, Assistant Principals

Opening Bell: 8:00 a.m. H.R.: 8:05 - 8:20 a.m. End of School: 3:10 p.m.

NORTHWEST PENNSYLVANIA COLLEGIATE ACADEMY (9-12)

2825 State Street, Erie, PA 16508 Phone (814) 874-6300

Dr. Lori Gornall, Dean
Dana Suppa, James Vieira, Associate Deans

Opening Bell: 8:10 a.m. End of School: 2:48 p.m.

STRONG VINCENT (9-12)

1330 West 8th Street, Erie, PA 16502 Phone (814) 874-6500

Joseph Kimball, Principal
Mary Popadak, Kenneth Nickson, Assistant Principals

Opening Bell: 8:00 a.m. H.R.: 8:05 - 8:15 a.m. End of School: 3:07 p.m.

Middle Schools

ROOSEVELT at Sacred Heart (7-8)

2501 Plum Street, Erie, PA 16502 Phone (814) 874-6800

Fabienne Mir, Principal
Chris Popa, Assistant Principal

Opening Bell: 8:00 a.m. H.R.: 8:05 - 8:18 a.m. End of School: 2:55 p.m.

WILSON MIDDLE SCHOOL (6-8)

718 East 28th Street, Erie, PA 16504 Phone (814) 874-6600

Scherry Prater, Principal
Donald Orlando, Val Jean Peckich, Assistant Principals

Opening Bell: 8:05 a.m. H.R.: 8:10 - 8:27 a.m. End of School: 2:55 p.m.

AEP - K-8 (at Wilson Middle School)

718 East 28th Street, Erie, PA 16504 Phone (814) 874-6960

D. Kim Olszewski, Principal

H.R.: 8:30 - 8:50 a.m. End of School: 2:40 p.m.

AEP - 9-12 (at Central Tech)

3325 Cherry Street, Erie, PA 16508 Phone (814) 874-6290

Kenneth Brasington, Principal

H.R.: 9:00 - 9:14 a.m. End of School: 3:30 p.m.

FLAGSHIP TRANSITION SCHOOL (at Central Tech)

3325 Cherry Street, Erie, PA 16508 Phone (814) 874-6290

John Bayhurst, Principal
Cass Wright, Assistant Program Manager

H.R.: 9:00 - 9:14 a.m. End of School: 3:30 p.m.

DRESS CODE FOR SCHOOL YEAR 2008-09

School	School Colors for Turtleneck, Oxford, and Buttoned Polo Shirts (all solid colors)	School Colors for Jumpers, Slacks, and Shorts (all solid colors)
Elementary School		
Burton	White, black, navy blue, or gold	Black, navy blue, or khaki
Cleveland	White, burgundy, gold/yellow, red, or navy blue	Black, navy blue, or khaki
Connell	White, black, navy blue, light blue, or gold/yellow	Black, navy blue, or khaki
Diehl	White, navy blue, or black	Black, navy blue, or khaki
Edison	White, red, or navy blue	Navy blue or khaki
Emerson-Gridley	White, red, navy blue, or black	Black, navy blue, or khaki
Glenwood	White, yellow, or navy blue	Black, navy blue, or khaki
Harding	White, khaki, black, green, purple, or navy blue	Black, navy blue, or khaki
Irving	White, navy blue, or gold/yellow	Black, navy blue, or khaki
Jefferson	White, hunter green, or navy blue	Black, navy blue, or khaki
Lincoln	White, red, black, or navy blue	Black, navy blue, or khaki
McKinley	White, red, light blue, or navy blue	Black, navy blue, or khaki
Perry	White, light blue, or navy blue	Black, navy blue, or khaki
Pfeiffer-Burleigh	White, khaki, navy blue, or black	Black, navy blue, or khaki
Wayne	White, red, navy blue, light blue, khaki, or black	Black, navy blue, or khaki
Middle School		
Roosevelt	White, light blue, navy blue, khaki, gold, gray, or black	Black, navy blue, or khaki
Wilson	White, navy blue, black or khaki	Black, navy blue, or khaki
High School		
Central	White, black, gray, or gold	Black, khaki, beige, or gray
Collegiate Academy	White, off-white, navy blue, black, gray, or beige khaki	Black, navy blue, beige khaki, or gray
East	White, red, gray, or black	Black, red, khaki, or gray
Strong Vincent	White, red, black, or khaki	Black or khaki
Transition/AEP*	White, red, black, blue, khaki, gray, green, gold, burgundy	Black, navy, gray, beige, red
	*AEP - polo shirts only	

Girls		Boys	
SHIRTS OR SWEATERS	PANTS, SHORTS, JUMPERS, OR SKIRTS	SHIRTS OR SWEATERS	PANTS OR SHORTS
<p>Shirts in solid white or each respective school's official "school color." Shirts must be oxford, polo, or turtleneck style with sleeves long or short.</p> <p>Optional: sweaters (v-neck or cardigan), blazer, suit jacket or vest in colors of solid white or each respective school's official "school color."</p>	<p>Pants, shorts, or skorts in colors of solid black, navy blue, or khaki, which must be "dress" or "Dockers" in style and be worn belted at the waist. Jumpers or skirts in colors of solid black, navy blue, or khaki and worn or belted at the waist. The hem of the shorts, skorts, skirts, and jumpers must be at or lower than the children's fingertips when their arms are straight at their sides. The pants, shorts, skorts, skirts, and jumpers may also be worn in a combination of the approved school colors (i.e. plaid).</p>	<p>Shirts in solid white or each respective school's official "school color." Shirts must be oxford, polo, or turtleneck style with sleeves long or short.</p> <p>Optional: sweaters (v-neck or cardigan), blazer, suit jacket or vest in colors of solid white or each respective school's official "school color."</p>	<p>Pants or shorts in colors of solid black, navy blue, or khaki, which must be "dress" or "Dockers" in style and be worn or belted at the waist. The hem of the shorts must be at or lower than the children's fingertips when their arms are straight at their sides. The pants and shorts may also be worn in a combination of the approved school colors.</p>

FREE AND REDUCED LUNCH APPLICATIONS



The federal government has made a significant change to the free and reduced lunch applications you will receive from your child(ren)'s school. In the past, one application needed to be completed for each child. This has changed. Only ONE application is to be completed PER HOUSEHOLD, listing EACH CHILD in the household on the same application. This change has been made in attempt to reduce the amount of paperwork for families and schools with regard to the Free and Reduced-Price Lunch Program.

If you receive several applications because you have more than one child in the Erie School District in different locations/grades, please complete only one application with all of the appropriate information and return it to the school that is attended by your child in the lowest grade level. Once the guidance counselor has verified all of the information on the application, copies will be sent to the other schools your children attend.

Some questions and answers that may assist you are as follows:

1. **Q: Who can receive free meals?** A: Children in households receiving Food Stamps or TANF and most foster children can receive free meals regardless of your income.

Also, your children can receive free meals if your household income is within the free limits on the Federal Income Guidelines, shown on the application.

2. **Q: Who can receive reduced price meals?** A: Your children can receive low-cost meals if your household income is within the reduced-price limits on the Federal Income Chart, shown on the application.
3. **Q: Will the information I give be checked?** A: Yes, we may ask you to send written proof.
4. **Q: What if my income is not always the same?** A: List the amount that you normally receive. For example, if you normally receive \$1,000 each month, but you missed some work last month and only received \$900, put down that you receive \$1,000 per month. If you normally receive overtime, include it, but not if you receive it only sometimes.
5. **If I don't qualify now, may I apply later?** A: Yes. You may apply at anytime during the school year if your household size goes up, income goes down, or if you start receiving Food Stamps or TANF. If you lose your job, your children may be able to get free or reduced-priced meals.

If you need assistance, or have any questions that are not answered above, please call the guidance counselor at your child's school.

ANNUAL NOTICE of ASBESTOS-CONTAINING MATERIAL

In compliance with the U.S. Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA), in the fall of 1988 we performed inspections of our school buildings for asbestos-containing building materials. The inspection findings and asbestos management plans have been on file in the administrative offices of the City of Erie School District since that time.

The EPA requires us to perform re-inspections of the asbestos materials every three years. An accredited Inspector/Management Planner from Microbac Laboratories, Inc. performed the re-inspection of our District in April 2007 and issued a report regarding the results. There were no significant changes in the condition of the remaining asbestos.

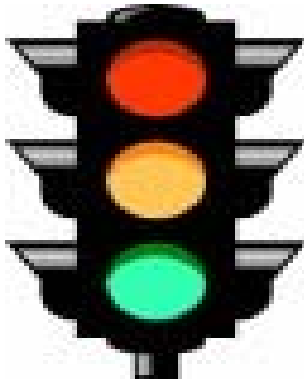
Microbac Laboratories, Inc. has been contracted to provide environmental services, which include maintaining compliance with federal regulations regarding asbestos and other regulated environmental concerns.

All asbestos-containing materials in our schools are in good condition, and we will continue to manage them in place, as recommended by the accredited Management Planner.

The results of the re-inspection, as well as the last six-month surveillance, are on file in the Management Plan in the City of Erie School District administrative office. Everyone is welcome to view these any time during normal school hours (Monday through Friday, 8:00 a.m. to 4:00 p.m.). Our Asbestos Program Managers, Leroy Ganska and Tom Scalzitti, are available to answer any questions you may have about asbestos in our buildings. They can be reached at 874-6900.

We are intent on not only complying with, but also exceeding, federal, state, and local regulations in this area. We will take whatever steps are necessary to insure that your children and our employees have a safe and healthy environment in which to learn and work.

CROSSING GUARDS**



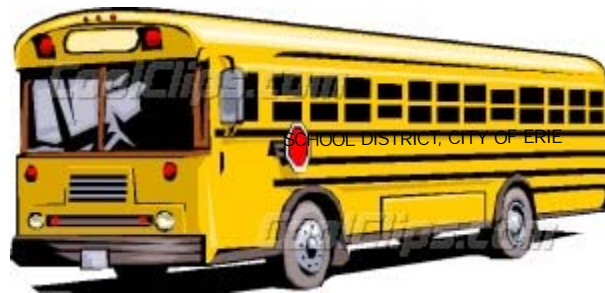
East 6th & Bayfront Highway A.M.: 7:30 - 8:15 P.M.: 2:30 - 3:00	East 12th & German Street A.M.: 7:45 - 8:30 P.M.: 2:25 - 3:00	West 29th & Chestnut Street A.M.: 7:30 - 8:20 P.M.: 2:30 - 3:00	Buffalo Road & McClelland Ave. A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:00
East 6th & Parade Street A.M.: 7:30 - 8:15 P.M.: 2:40 - 3:10	East 12th & Parade Street A.M.: 7:45 - 8:30 P.M.: 2:25 - 3:00	West 29th & Plum Street A.M.: 7:45 - 8:30 P.M.: 2:25 - 3:00	Fairmont & Downing Ave. A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:00
East 6th & East Avenue A.M.: 7:30 - 8:15 P.M.: 2:25 - 3:00	West 18th & Liberty Street A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:10	East 35th & Old French Road A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:00	Fairmont & McClelland Ave. A.M.: 7:45 - 8:30 P.M.: 2:25 - 3:00
West 6th & Cascade Street A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:00	East 23rd & East Avenue A.M.: 7:30 - 8:30 P.M.: 2:20 - 3:00	West 38th & Washington Ave. A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:00	Brown Ave. & Liberty Street A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:00
West 6th & Lincoln Avenue A.M.: 7:45 - 8:30 P.M.: 2:25 - 3:00	West 23rd & Liberty Street A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:10	West 38th & Greengarden Blvd. A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:00	Park Ave., S. & Liberty Street A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:00
West 8th & Lincoln Avenue A.M.: 7:45 - 8:30 P.M.: 2:20 - 3:00	East 26th & Holland Street A.M.: 7:30 - 8:20 P.M.: 2:30 - 3:00	East 38th & Old French Road A.M.: 7:45 - 8:30 P.M.: 2:25 - 3:00	Park Ave., N. & Liberty Street A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:00
West 8th & Liberty Street A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:00	West 26th & Greengarden Blvd. A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:00	East 38th & Stanton Street A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:00	Brown Ave. & Cascade Street A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:00
East 10th & Parade Street A.M.: 7:30 - 8:30 P.M.: 2:30 - 3:00	East 27th & Parade Street A.M.: 7:30 - 8:15 P.M.: 2:30 - 3:00	East 38th & Wallace Street A.M.: 7:45 - 8:30 P.M.: 2:25 - 3:00	Brown Ave. & Raspberry Street A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:00
East 10th & German Street A.M.: 7:30 - 8:30 P.M.: 2:25 - 3:00	East 28th & Ash Street A.M.: 7:30 - 8:15 P.M.: 2:30 - 3:00	East Grandview & Davison Ave. A.M.: 7:45 - 8:30 P.M.: 2:50 - 3:30	East Lake Road & Bacon Street A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:15
East 11th & German Street A.M.: 7:45 - 8:30 P.M.: 2:25 - 3:00	East 28th & Wayne Street A.M.: 7:30 - 8:20 P.M.: 2:30 - 3:00	East 38th & Hoyt Street A.M.: 7:45 - 8:30 P.M.: 2:20 - 3:00	East Lake Road & Hess Ave. A.M.: 7:45 - 8:15 P.M.: 2:30 - 3:00
East 11th & Parade Street A.M.: 7:45 - 8:30 P.M.: 2:25 - 3:00	East 28th & Perry Street A.M.: 7:30 - 8:20 P.M.: 2:30 - 3:00	Buffalo Road & Pear Street A.M.: 7:45 - 8:30 P.M.: 2:25 - 3:00	East Lake Road & Lake Ave. A.M.: 7:45 - 8:30 P.M.: 2:25 - 3:00
		Buffalo Road & Downing Ave. A.M.: 7:45 - 8:30 P.M.: 2:25 - 3:00	E. Lake Road & Hammermill Dr. A.M.: 7:45 - 8:30 P.M.: 2:15 - 2:45
		Buffalo Road & Eastlawn Pkwy. A.M.: 7:45 - 8:45 P.M.: 2:50 - 3:30	Peach & Chestnut Street A.M.: 7:45 - 8:30 P.M.: 2:25 - 3:00
		Buffalo Road & Franklin Ave. A.M.: 7:45 - 8:30 P.M.: 2:30 - 3:00	Peach & Cherry Street A.M.: 7:45 - 8:30 P.M.: 2:25 - 3:00

***Times subject to change*

If you are interested in being an adult crossing guard, please contact Sgt. Tuznik at 870-1193 for more information.

BUS SCHEDULE

IMPORTANT: This schedule was correct at the time of printing. Parents will be notified of any changes by separate mailing.



EMTA buses will make the following bus runs for the 2008-2009 school year:

EDISON

AM TRIP – Bus 143 leaves 2nd & Holland @ 7:50 AM to 2nd & German @ 7:51 AM to Wallace to 6th St. to main entrance of Edison (6th & Bacon sign).

PM TRIP – Bus 182 departs Edison @ 2:25 PM to return.

GLENWOOD

AM TRIP – Bus 125 leaves 22nd & Holland @ 7:58 AM to State to 26th to Peach to Richley (Peach and Richley sign).

PM TRIP – Bus 162 leaves school at 2:10 PM.

PM TRIP – Bus 179 leaves school @ 2:15 PM to Holland.

GROVER CLEVELAND

AM TRIP – Bus 133 leaves Schaper Circle @ 8:05 AM to Grandview to Washington to 38th to school.

PM TRIP – First Student Transportation

HARDING

AM TRIP – Bus 122 leaves 13th & Lincoln (northbound) @ 7:50 AM to Woodlawn to rear parking lot.

PM TRIP – Bus 161 leaves school @ 2:25 PM to return.

AM TRIP – Bus 131 leaves MLK Center (between 3rd & 4th on Chestnut) @ 7:43 AM to 6th to Lincoln to Woodlawn to rear parking lot.

PM TRIP – Bus 168 leaves school @ 2:25 PM to return.

JEFFERSON

AM TRIP – Bus 141 leaves 26th & State @ 7:50 AM to Parade to Old French Rd. to 38th to Holland to school entrance (E. 38th & Old French sign).

PM TRIP – Bus 184 leaves school @ 2:25 PM to return.

LINCOLN

AM TRIP – Bus 134 leaves 21st & Parade @ 7:53 AM, south to 26th to Ash to 31st to front of school (31st & Wayne sign).

PM TRIP – Bus 172 leaves school @ 2:35 PM to return.

AM TRIP – Bus 140 leaves 26th & Parade @ 7:53 AM, north to 21st to Ash to 31st to front of school (31st & Wayne sign).

PM TRIP – Bus 177 leaves school @ 2:35 PM to return.

ROOSEVELT

AM TRIP – Bus 126 leaves 26th & Glenwood Park Ave. @ 7:45 AM to Craig to Peach to 26th to Liberty to 11th into parking lot of Salvation Army @ 7:55 AM to Plum to 10th to Liberty to 25th & Liberty.

PM TRIP – Bus 184 leaves school @ 3:05 PM to return

AM TRIP – Buses 130 and 142 leave on Liberty (just south of Park Ave. N.) @ 7:50 AM to 25th & Liberty.

PM TRIP – Buses 185 and 186 leave school @ 3:00 PM to return.

WAYNE

AM TRIP – Bus 131 leaves 13th & Ash @ 7:20 AM to 5th & Ash.

PM TRIP – Bus 178 leaves school at 2:30 PM to 13th & Ash.

AM TRIP – Bus 128 leaves 11th & Reed @ 7:50 AM to 13th & Reed to 13th & Wayne to 5th & Wayne.

PM TRIP – Bus 164 leaves school @ 2:30 PM to 13th & Reed to 13th & Wayne.

AM TRIP – Bus 136 leaves 5th & Reed at 7:50 AM to 9th & Reed.

PM TRIP – Bus 165 leaves school @ 2:30 PM to 9th & Reed.

WILSON

AM TRIP – Bus 132 leaves 14th & State @ 7:00 AM, north to North Park Row, East to French to 6th Street, to East Lake Road & Gilson @ 7:15 AM Boys & Girls Club to Franklin Ave. to 7th Street to Tacoma, to Gladstone Court @ 7:22 AM to Franklin to Buffalo Rd. to Bird Dr. to North St. @ 7:28 AM to Buffalo Rd. & Broad @ 7:33 AM to Elm to 28th to Wilson.

PM TRIP – Bus 181 leaves school @ 3:05 PM to return.

AM TRIP – Bus 134 leaves Buffalo Rd. & Bird @ 7:28 AM to Broad to Elm to 28th to Wilson (E. 26th St. sign).

PM TRIP – Bus 172 leaves school @ 3:05 PM to 26th to Broad to Buffalo Rd. to Bird Drive.

EAST HIGH

AM TRIP – Bus 128 leaves Buffalo Rd. & Bird @ 7:20 AM to Brandes to 20th to East Ave. to Atkins to front of school (Brandes & Atkins sign).

PM TRIP – Bus 166 leaves school @ 3:18 PM to return.

AM TRIP – Bus 143 leaves 26th & Parade @ 7:00 AM to Elm to 28th to Burton to 38th to McClelland to Buffalo Rd. to Brandes to 20th to East Ave. to Atkins to front of school (Brandes & Atkins sign).

PM TRIP – Bus 178 leaves school @ 3:18 PM to return.

AM TRIP – Bus 136 leaves Buffalo Rd. & Franklin @ 7:23 to Brandes to East Ave. to

Atkins to front of school (Brandes & Atkins sign).

PM TRIP – Bus 181 leaves school at 3:18 PM to return.

PM TRIP – Bus 178 leaves school at 3:18 PM to East 38th to Buffalo Rd. / McClelland.

PM TRIP – Bus 172 leaves school at 3:18 PM to East 38th Street.

CENTRAL

AM TRIP – Bus 123 leaves Franklin & Gladstone @ 7:15 AM to Tacoma to 7th to Franklin to East Lake Rd. & 6th to State to 26th to Peach to south private drive to entrance of school (32nd & Cherry sign).

PM TRIP – Bus 170 leaves school @ 3:20 PM to return.

AM TRIP – Bus 126 leaves Station & Euclid @ 7:15 AM to McClelland to 38th to Glenwood Park Ave. to Craig to south private drive to entrance of school (32nd & Cherry sign).

PM TRIP – Bus 177 leaves school @ 3:20 PM to return.

AM TRIP – Bus 130 leaves 38th & Zimmerman @ 7:13 AM to 43rd & Rice to 38th to Glenwood Park Ave. to Craig to Peach to south private drive to entrance to school (32nd & Cherry sign).

AM TRIP – Bus 133 leaves Buffalo Rd. & Franklin @ 7:23 AM to 21st to State to 26th to Peach to south private drive to entrance of school (32nd & Cherry sign).

PM TRIP – Bus 182 leaves school at 3:20 PM to return.

AM TRIP – Bus 141 leaves Buffalo Rd. & Bird @ 7:20 AM to 21st to State to 26th to Peach to south private drive to entrance of school (32nd & Cherry sign).

PM TRIP – Bus 173 leaves school @ 3:20 PM to return.

STRONG VINCENT

AM TRIP – Bus 125 leaves 26th & State @ 6:57 AM to Peach to 29th to Liberty to 38th to Pittsburgh to 32nd to Elmwood to 29th to Greengarden to 26th to Liberty @ 7:15 AM to 8th to Washington (drop off) (West Plaza sign).

PM TRIP – Bus 185 leaves school @ 3:20 PM.

AM TRIP – Bus 129 leaves 7th & Franklin @ 6:40 AM to East Lake Rd. to Water St. to Buffalo Rd. to Bird to 38th to Rice to 43rd to 38th & Zimmerman to State to 10th to Weschler to 8th (drop off) (West Plaza sign).

**FEDERAL LAW PROHIBITS THE USE OF THE NAMES OF SCHOOLS FOR BUS SIGNS.
THE FOLLOWING ARE THE SIGNS WITH
NUMBERS THAT WILL BE USED ON BUSES GOING TO PUBLIC SCHOOLS.**

MORNING - A.M.

	<u>GOING TO</u>	<u>LEAVING POINT</u>	<u>TIME</u>	<u>CARRYING SIGN</u>	<u>NO</u>
	EDISON	2 nd & Holland / 2 nd & German	7:50 A.M.	6 th & Bacon	143
	GLENWOOD	22 nd & Holland	7:58 A.M.	Peach – Richley	125
	GLENWOOD	24 th & French	8:00 A.M.	Peach – Richley	125
	CLEVELAND	Schaper-In-Circle	8:05 A.M.	38 th & Greengarden	133
	HARDING	4 th & Chestnut St.	7:50 A.M.	8 th & Lincoln	131
	HARDING	13 th & Lincoln	7:50 A.M.	8 th & Lincoln	122
	JEFFERSON	26 th & State	7:50 A.M.	38 th & Old French Rd.	141
	LINCOLN	26 th & Parade St.	7:53 A.M.	31 st & Wayne St.	140
	LINCOLN	21 st & Parade	7:53 A.M.	31 st & Wayne	132
	WAYNE	11 th & Reed	7:50 A.M.	6 th & East Ave.	128
	WAYNE	5 th & Reed	7:50 A.M.	6 th & East Ave.	136
	WAYNE	13 th & Ash	7:20 A.M.	6 th & East Ave.	131
	WILSON	Buffalo Road & Bird Dr.	7:28 A.M.	26 th Street	134
	WILSON	East Lake Rd. Boys/Girls Club	7:15 A.M.	26 th Street	132
	ROOSEVELT	26 th & Glenwood Park Ave.	7:45 A.M.	25 th & Liberty	126
	ROOSEVELT	Salvation Army – 11 th & Liberty	7:55 A.M.	25 th & Liberty	126
	ROOSEVELT	North Park & Liberty	7:50 A.M.	25 th & Liberty	130
	ROOSEVELT	North Park & Liberty	7:50 A.M.	25 th & Liberty	142
	CENTRAL	Franklin Avenue & Gladstone	7:15 A.M.	32 nd & Cherry	123
	CENTRAL	38 th & Zimmerman Road	7:13 A.M.	32 nd & Cherry	130
	CENTRAL	Buffalo Rd. & Franklin Avenue	7:23 A.M.	32 nd & Cherry	133
	CENTRAL	Station & Euclid	7:15 A.M.	32 nd & Cherry	126
	CENTRAL	Buffalo Rd. & Bird Dr.	7:20 A.M.	32 nd & Cherry	141
	COLL. ACADEMY	Buffalo Rd. & Bird Dr.	7:14 A.M.	32 nd & Cherry	126
	EAST HIGH	Buffalo Rd. & Bird Dr.	7:20 A.M.	Brandes - Atkins	128
	EAST HIGH	26 th & Parade	7:00 A.M.	Brandes - Atkins	143
	EAST HIGH	Buffalo Rd. & Franklin	7:23 A.M.	Brandes - Atkins	136
	STRONG VINCENT	26 th & Peach St.	6:58 A.M.	West Plaza	125
	STRONG VINCENT	7 th & Franklin.	6:40 A.M.	West Plaza	129
	STRONG VINCENT	21 st & Wayne	7:25 A.M.	West Plaza	122

PM TRIP – Bus 186 leaves school @ 3:22 PM to 6th to Washington to Liberty to 4th to State to 21st to Buffalo Rd. & Franklin Ave.

AM TRIP – Bus 122 leaves 21st & Wayne @ 7:25 AM to State St., north to 4th St., west to Liberty St., south to 6th, south to 6th St., west to school (West Plaza sign).

PM TRIP – Bus 171 leaves 6th & Washington at 3:22 PM to Buffalo Rd. & Franklin.

PM TRIP – Bus 177 leaves 10th & Weschler at 3:25 PM to 21st & Franklin .

COLLEGIATE ACADEMY

AM TRIP - Bus 126 leaves Buffalo Rd. & Bird @ 7:14 AM south to Euclid north to McClelland south to 38th west to State north to 29th.

PM TRIP - Bus 161 leaves school @ 3:00 PM south to 38th east to Buffalo Rd. & Bird to Eastway Plaza.

PM TRIP – Bus 164 leaves school @ 3:00 PM to West Erie Plaza.

**FEDERAL LAW PROHIBITS THE USE OF THE NAMES OF SCHOOLS FOR BUS SIGNS.
THE FOLLOWING ARE THE SIGNS WITH NUMBERS THAT WILL BE USED ON BUSES
GOING TO PUBLIC SCHOOLS.**

AFTERNOON - P.M.

	<u>LEAVING POINT</u>	<u>GOING TO</u>	<u>TIME</u>	<u>CARRYING SIGN</u>	<u>NO</u>
	EDISON	2 nd & German/2 nd & Wallace	2:25 P.M.	2 nd & German Street	182
	GLENWOOD	10 th & State Street	2:15 P.M.	10 th & State Street	179
	GLENWOOD	21 st & Holland	2:10 P.M.	21 st & Holland	162
	HARDING	4 th & Chestnut St.	2:25 P.M.	4 th & Chestnut	168
	HARDING	13 th & Lincoln	2:25 P.M.	13 th & Lincoln	161
	JEFFERSON	21 st & Holland	2:25 P.M.	21 st & Holland	184
	LINCOLN	21 st & German.	2:35 P.M.	26 th & Parade	177
	LINCOLN	21 st & Parade	2:35 P.M.	21 st & Parade	172
	PFEIFFER-BURLEIGH	16 th & Myrtle St.	2:20 P.M.	16 th & Myrtle	186
	WAYNE	9 th & Reed	2:30 P.M.	9 th & Reed	165
	WAYNE	5 th & Wayne	2:30 P.M.	5 th & Wayne	164
	WAYNE	5 th & Ash	2:30 P.M.	5 th & Ash	178
	WILSON	Buffalo Rd. & Bird Dr.	3:05 P.M.	Buffalo Rd. & Bird	172
	WILSON	Boys & Girls Club	3:05 P.M.	Franklin Ave.	181
	ROOSEVELT	26 th & Glenwood /Salvation Army	3:05 P.M.	26 th & State	184
	ROOSEVELT	Liberty St.	3:00 P.M.	10 th & State	185
	ROOSEVELT	Liberty St.	3:00 P.M.	10 th & State	186
	CENTRAL	E. 6 th & Franklin Avenue	3:20 P.M.	E. 6 th - Franklin Avenue	170
	CENTRAL	Buffalo Rd. & Bird Dr.	3:20 P.M.	Weslyville - G.E.	173
	CENTRAL	Buffalo Rd. & Franklin Ave.	3:20 P.M.	E. 21 st - Franklin Avenue	182
	CENTRAL	E. 38 th Street	3:20 P.M.	E. 38 th St.	177
	COLL. ACADEMY	Eastway Plaza	3:00 P.M.	Eastway Plaza	161
	COLL. ACADEMY	West Plaza	3:05 P.M.	West Plaza	164
	EAST HIGH	Buffalo Rd. & Bird Dr.	3:18 P.M.	Wesley – 38 th & Burton	166
	EAST HIGH	East 38 th St.	3:18 P.M.	E. 38 th St.	172
	EAST HIGH	East 38 th St.	3:18 P.M.	E. 38 th St.	178
	EAST HIGH	Buffalo Rd. & Franklin	3:18 P.M.	Buffalo Rd. & Franklin	181
	STRONG VINCENT	Buffalo Rd. & Franklin Avenue	3:20 P.M.	E. 21 st - Franklin Ave.	186
	STRONG VINCENT	38 th & Greengarden	3:20 P.M.	W. 38 th Street	185
	STRONG VINCENT	21 st & Franklin	3:22 P.M.	21 st & Franklin	171
	STRONG VINCENT	21 st & Franklin from Weschler	3:24 P.M.	21 st & Franklin	177

**LEGAL NOTICE TO
PARENTS AND GUARDIANS:**

All School District of the City of Erie buses are equipped with video surveillance cameras that are in operation during all bus runs.

ADULT EVENING SCHOOL



The fall session of Adult Evening School at Central Tech will begin on Tuesday, September 16, and will continue through Thursday, November 20. Registration will be held on September 4, 9 and 11 from 5:00 p.m. until 8:00 p.m. at Central Tech main office.

Academic Programs include:

- English 9-12
- Civics
- World Cultures
- American History
- Modern American History (U.S.)
- Economics and Government
- Algebra I and II
- Consumer Math
- Geometry

- Chemistry
- Biology
- Wellness

For a diploma from the Erie Adult Evening School, you must have completed 23-1/2 units, including 4 units each in English and Social Studies, 3 units each in Math and Science, and 1/2 unit in health. Electives may include Vocational or Business Education Courses. Academic classes cost \$85 per semester for city residents and \$95 per semester for non-city residents.

Learn a new skill or become more proficient in a skill already attained in one of our vocational programs.

Vocational Courses offered are:

- Medical Assistant (Monday/Wednesday)
- Welding - TIG/MIG

Vocational classes cost \$85 per semester for city residents and \$95 per semester for non-city residents.

Specialty programs available include:

- Intro to Microsoft Office (computer fundamentals) (Monday/Wednesday)
- Office 2000 (advanced computers) (Monday/Wednesday)

Specialty programs cost \$105 per semester for city residents and \$115 per semester for non-city residents.

All consumable supplies such as paper, etc., or supplies used on personal projects will be purchased by students. Where applicable, textbooks will also be purchased by students. There is a \$15 refundable book deposit on all School District textbooks.

The administration reserves the right to cancel classes and alter room assignments. No refunds will be given after the second week of school, except for class cancellation. The registration fee is due in full at the time of registration. Classes that do not have sufficient enrollment will be canceled.

WEATHER EMERGENCY

CLOSING INFORMATION

Decisions about closing schools because of hazardous weather conditions will be made before 6:00 a.m. and announced on the early morning news programs of the major local television and radio stations. Schools will be ordered closed only in the event of a declared city-wide emergency or if prevailing weather conditions are so severe as to place children en route to schools in a clearly dangerous or unhealthy situation (such as impassable streets and/or sidewalks, extremely cold temperatures and gale-like winds, or loss of utilities to buildings). All District activities, including Adult Basic Education, Adult Evening School, and

individual school programs, athletic events, and community group events being held in Erie School District buildings will be canceled the day of the closing.

If the weather is inclement, but not severely so, schools will be kept open. Parents are advised to use discretion in sending their children to school. If parents think conditions in their area are hazardous, they should keep their children at home. In such cases, absences will be excused when verified by notes from parents that the absences are weather related.

Note: Schools will not be dismissed early because of inclement weather unless there is a declared city-wide emergency. If schools are dismissed early because of emergency conditions, all School District of the City of Erie employees will remain at work to assist children.



STUDENT HEALTH SERVICES AND IMMUNIZATION REQUIREMENTS



To help you keep your child healthy and ready to learn, the Erie School District offers health screenings conducted by certified school nurses every year. These screenings include **vision** for each student, **hearing** for students in **grades K-3, 7, and 11**, and **sciosis** for students in **grades 6 and 7**. These screenings identify problems that may interfere with learning.

This year, as the result of a state mandate, the **Growth Screening Program** becomes part of our efforts. All children enrolled in Pennsylvania schools will have their height and weight measured and then used to calculate their body mass index (BMI). BMI is a screening tool used to determine whether a child is overweight or underweight.

Your child's BMI is based on the ratio of height to weight. BMI is reported as a percentile ranking based on the child's age and gender. The Centers for Disease Control (CDC) created the percentile ranges to identify children who may be at risk for specific health problems. Children with high BMI are at increased risk for serious health conditions such as insulin resistance (a precursor to diabetes) and heart disease.

Like all screening tools, BMI can produce some false positives or negatives. For example, a student may have an artificially high BMI due to a high level of lean body tissue or muscle, as may be found in a well-conditioned athlete. That's why it's so important to follow up with your doctor if your child's BMI is high or low.

Your child's BMI is strictly confidential and will not be discussed with anyone other than you and your child. Please share your child's BMI information with your child's health care provider. Your doctor or nurse is in the best position to evaluate your child's overall health.

Feel free to call your child's school nurse with any questions you have about the Growth Screening Program.

Physical examinations are required by state law for all students in **grades 1, 6, and 11**. Parents may have the exam done by their own doctor if they do not want it done in school. A special form to be signed by your private physician was mailed to your home last June. If for any reason you do not have the form, you can get one from the school office in the summer or the school nurse in the fall. The form must be submitted to school by October 15th **OR** your child will be scheduled for the school exam.

Dental examinations are also required by state law for all students in **grades K, 3, and 7**. Parents may also have this exam done by their own dentist. Please refer to the above paragraph regarding forms and dates.

Immunization requirements for all students entering school for the first time ever in **Kindergarten or grade 1** are as follows:

4 DT spaced a minimum of 28 days apart; the fourth injection **MUST** have been after the child's fourth birthday or a fifth dose will be required. (Pertussis is **not** required, but often this will be given as DPT or DTaP).

3 Polio vaccines by injection or the oral route.

3 Hepatitis B injections spaced no fewer than 28 days between the first and second injections, no fewer than 2 months between the second and third injections, and no fewer than 4 months between the first and third injections.

2 Measles, Mumps, Rubella (MMR) injections after the age of 12 months.

Varicella/Chicken Pox, either 1 dose or the date (month/year) of chicken pox disease signed by the doctor or parent.

Immunization requirements for ALL students entering **grade 7**: These students must have **3 Hepatitis B injections** (see spacing requirements above) and either a **Varicella immunization** OR proof of **chicken pox disease** (month/year).

There are medical or religious exemptions from the immunization requirements if they apply to your child

Reminder: All medications are given through the health room. Please see district policy (available at your school or the medical department in the administration building) for details.

TO OBTAIN WORKING PERMITS

1. A parent or legal guardian must apply for a student's work permit application at the Washington Educational Center Attendance Office (148 West 21st Street - ground floor, last office on the left). The parent must present identification (valid driver's license) and the child's birth certificate. Legal guardians are also required to supply proof of guardianship with legal court documents.
2. The application must be taken to the prospective employer and the family physician for completion of the appropriate sections on the back side of the application.
3. The completed application must be returned to the Attendance Office for the permit to be issued.

Note to parents/guardians: The School District of the City of Erie will provide a physician for students **only** for work permit application physicals. The doctor will see each student **by appointment only** (see phone number below) after the application has been completed by the prospective employer.

If you have any questions or concerns regarding this process, please call the Attendance Office at 874-6150.

July 2008

CRISIS INTERVENTION

Notice is hereby given to all parents/guardians that in the event of a crisis in the schools, response teams involving both School District and outside agency staff will work collaboratively to provide crisis intervention to students in the schools. As part of this process, confidential information about students will be shared as necessary to provide the appropriate strategies for resolving grief as well as provide necessary medical intervention.

The administrative team has been trained in the National Incident Management System (NIMS) to the 700 level.

If you have any questions or concerns, please contact the principal of your child's school.

SPECIAL PROGRAMS

PROGRAMS FOR ELIGIBLE OR PROTECTED HANDICAPPED STUDENTS

In compliance with state and federal law, notice is hereby given by the School District of the City of Erie that it conducts ongoing identification activities as a part of its school program for the purpose of identifying students who may be in need of special education and related services (eligible students). If your child is identified by the District as possibly in need of such services, you will be notified of applicable procedures. Special Education services are available, at no cost to parents, for children with disabilities, ages 3-21.

SERVICES AND PROGRAMS

Individualized services and programs are available for children ages 3 through 21 who are determined to need specially designed instruction due to the following conditions:

Developmental Delays (Early Intervention)
Autism
Orthopedic impairment
Multiple disabilities
Deafness
Specific learning disability
Other health impairment
Mentally gifted
Mental retardation
Emotional disturbance
Traumatic brain injury
Speech or language impairment
Deaf-blindness
Hearing impairment
Visual impairment, including blindness

POTENTIAL SIGNS OF DEVELOPMENTAL DELAYS AND OTHER RISK FACTORS THAT COULD INDICATE SERVICES

Some indications that your child may be a child with a disability in order to meet the first part of the two-part definition are:

- Exhibition of an emotional disturbance over a long period of time which affects your child's ability to learn,
- Consistent problems in getting along with others,
- Difficulty communicating,
- Lack of interest or ability in age-appropriate activities,
- Resistance to change,
- Difficulty seeing or hearing that interferes with the ability to communicate,
- Health problems that affect educational performance including attention problems,
- Difficulty performing tasks that require reading, writing, or mathematics.

Your child may need specially designed instruction that isn't normally needed by other children in the general education classroom to make progress in school. This need for special education is the second part of the two-part decision to qualify a child for special education services.

GIFTED EDUCATION

In compliance with state law, the School District of the City of Erie provides services designed to meet the unique needs of gifted students. The District identifies "gifted" students on a case-by-case basis based on state law and District policy. Such students may possess superior IQ scores or meet multiple criteria indicating gifted ability. If your child is believed to be in need of such services, you will be notified of evaluation procedures. If you believe your school-age child may qualify for gifted education services, you may contact the District at any time to request a determination of eligibility. Please note that entitlement to gifted services includes only those rights provided for by Pennsylvania law.

SCREENING AND EVALUATION

If you believe that your school-age child may be in need of special education services and related programs, or your child (age 3 to school age) may be in need of early intervention programs and services, screening and evaluation processes designed to assess the needs of the child and his/her eligibility are available to you at no cost upon written request. You may request a screening and evaluation at any time, whether or not your child is enrolled in the District's public school program. Requests for evaluation and screening are to be made in writing to the principal of your child's school or the Child Study Office, 148 West 21st Street, Erie, PA 16502. Parents of children ages 3-5 with requests for early intervention programs/services may request screening and evaluation by contacting the Early Intervention Office at 874-6155. Details regarding time and location of screening and evaluation activities conducted by the Erie School District for either school-age or pre-school-age children are available from these sources.

PROTECTED HANDICAPPED CHILDREN

In compliance with state and federal law, the School District of the City of Erie will provide to each protected handicapped student, without discrimination or cost to the student or family, those related aids, services, or accommodations which are needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities to the maximum extent appropriate to the student's abilities. In order to qualify as a protected handicapped student, the child

must be of school age with a physical or mental disability that substantially limits or prohibits participation in or access to an aspect of the school program. These services and protections for protected handicapped students are distinct from those applicable to all eligible or exceptional students enrolled (or seeking enrollment) in special education programs.

I.D.E.I.A.

The School District of the City of Erie complies with the recent reauthorization of the Individuals with Disabilities Education Improvement Act. Procedural safeguards for students ages 3 through 21 are available at all School District buildings or through the Special Education Department, 148 West 21st Street, Erie, PA 16502.

WHAT'S NEXT?

For further information on the rights of parents and children, provision of services, evaluation and screening (including purpose, time, and location), and rights to due process procedures, you may contact your child's building principal, the Child Study Office, or the Early Intervention Office. Inquiries must be in writing.

CONFIDENTIALITY

All information gathered in the evaluation, identification, and programming of children who may require special education services is governed by confidentiality requirements. Records generated by this process as well as records sought from non-school agencies are confidential and protected by both federal and state legislation. Information to/from outside sources cannot be requested/released without written parental consent. The Erie School District does not disclose personally identifiable information without prior written consent. Information about confidentiality and access to your child's education records is available from your child's building principal, the Child Study Office, or the Early Intervention Office. All inquiries must be in writing.

Esta informacion es disponible en Espanol. Pongase en contacto con el Distrito Escolar.

The Erie School District does not discriminate in employment, educational programs or activities based on race, sex, handicap or because a person is a disabled veteran or veteran of the Vietnam Era. This policy of non-discrimination extends to all other legally protected classifications. Publication of this policy is in accordance with state and federal laws including Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act. Inquiries may be made by contacting the Erie School District, 148 West 21st Street, Erie, PA 16502.

LEGAL INFORMATION 2008-2009

The School District of the City of Erie ("District") is obligated, pursuant to various federal and Pennsylvania laws, to notify the parents/guardians of District students of their rights regarding various issues. The following information will explain these important concepts and give required notifications of student and parent/guardian rights on the various topics set forth below.

1. **Right to request teacher and paraprofessional qualifications.** The No Child Left Behind Act requires that parents/guardians be notified they have the right to request information regarding the professional qualifications of their child's classroom teacher/s including, at a minimum, the following:
 - a. Whether their child's teacher has met state qualification or licensing criteria for their child's grade level and subject matter in which the teacher provides instruction.
 - b. Whether their child's teacher is teaching under emergency or other provisional status through which Pennsylvania qualification or licensing criteria have been waived.
 - c. What baccalaureate degree major their child's teacher has earned and any other graduate certification or degree held by their child's teacher and the field of discipline of the certification or degree.
 - d. Whether their child is provided services by paraprofessionals, and, if so, their qualifications.Parents/guardians shall be notified by the District administration if or when their child is taught by a teacher who is not "highly qualified" for four consecutive weeks.

2. **Homeless children and youth.** The No Child Left Behind Act and the McKinney-Vento Homeless Assistance Act require that homeless children and youth have full and equal access to an appropriate public education and that they experience success in school. Homeless students shall have access to the same educational programs and services provided to other District students. Students shall not be discriminated against, segregated, or stigmatized based on their status as homeless. The District administration shall make reasonable efforts to identify homeless children within the District, encourage their enrollment, and eliminate existing barriers to their attendance and education.

Students enrolling in the District who are, or become, homeless students should notify the District of that fact so the District can better ensure the student's rights under federal and Pennsylvania law are explained to him/her and to his/her parents. "Homeless students" are defined as individuals lacking a fixed, regular and adequate nighttime residence, which includes the following conditions:

- a. Sharing the house of other persons due to loss of housing or economic hardship.
 - b. Living in motels, hotels, trailer parks or camping grounds due to lack of alternative adequate accommodations.
 - c. Living in emergency or transitional shelters.
 - d. Abandoned in hospitals.
 - e. Awaiting foster care placement.
 - f. Living in public or private places not designed for or ordinarily used as regular sleeping accommodations for human beings.
 - g. Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations or similar settings.
 - h. Living as migratory children who qualify as homeless because they are living in circumstances described above.
3. **Migrant student education.** Pursuant to the No Child Left Behind Act and Pennsylvania's Migrant Education Program, the District cooperates and participates in the Northwest Pennsylvania Tri-County Intermediate Unit's ("IU") migrant education program for the benefit of migrant children attending District schools. The District works in conjunction with the IU to improve and coordinate the educational continuity for the children of migratory workers who reside within the District and encourages the parents/guardians of migrant children to inform the District of that status so the District can better ensure the student's rights under federal and Pennsylvania law are explained to him/her and to his/her parents.
 4. **Limited English proficient students.** The District complies with the language instruction for limited English proficient ("LEP") student provisions of the No Child Left Behind Act. If your child is identified to participate in the District's LEP program, you will be notified of further details about your child's rights and participation in the LEP program at that time. Additionally, if your child participates in the District's LEP program, you will receive notice of opportunities to attend meetings for the purpose of formulating and responding to recommendations from parents of students who are limited English proficient and identified for participation in the LEP program.
 5. **Adequate Yearly Progress/school improvement/school choice.** District students will be notified of their educational options and rights should any of the District schools fail to make Adequate Yearly Progress as defined by the No Child Left Behind Act and relevant Pennsylvania standards.

LEGAL INFORMATION (continued)

6. **Victims of violent criminal offenses/persistently dangerous schools.** The Unsafe School Choice provision of the federal No Child Left Behind Act, 20 U.S.C. §7912, requires Pennsylvania to establish and implement a policy requiring that a student attending a “persistently dangerous school” or who becomes a “victim of a violent criminal offense” while in or on the grounds of a District school that the student attends be allowed to attend a safe school within the District.

As required by the No Child Left Behind Act, the Pennsylvania Department of Education has adopted standards for identifying “persistently dangerous schools” and for students who become “victims of violent criminal offenses.”(22 Pa. Code §403.6) It is the policy of the District to abide by these standards, as set forth below.

- a. **Persistently dangerous schools.** No school in the District has been designated a “persistently dangerous school.” If a school is designated as such, the District will notify the parents/guardians of all students of that designated school of their rights regarding their continued attendance at that school.
- b. **Victims of violent criminal offenses.** The terms “victim” and “violent criminal offense” have the following meanings:
 - “Victim” or “Student Victim” shall mean the student against whom a violent criminal offense has been perpetrated while the student was in or on the grounds of the public elementary or secondary school that he or she attends.
 - “Violent Criminal Offense” is defined as any of the following offenses that are set forth in Title 18 of the Pennsylvania Consolidated Statutes (the Pennsylvania Crimes Code): kidnapping; robbery; aggravated assault (on the student); rape; involuntary deviate sexual intercourse; sexual assault; aggravated indecent assault; indecent assault; attempt to commit any of the following: homicide, murder or voluntary manslaughter.
 1. **Student Opportunity to Transfer.**
 - (a) Except as provided below, a student who becomes a victim of a violent criminal offense while in or on the grounds of the public elementary or secondary school that he or she attends must be offered the opportunity to transfer to a safe public school within the District, including a charter school.
 - (b) In order for a student victim to be entitled to transfer to another school under these standards, the violent criminal offense first must be reported to law enforcement authorities by the student, the student’s parent or guardian, or school officials.
 - (c) A student victim (or his or her parent or guardian) may apply to the District to transfer to another school within thirty (30) calendar days after the incident is reported to school authorities.
 2. **Procedural requirements if a student is a “victim of a violent criminal offense.”**
 - (a) Within ten (10) calendar days of receiving notice of the violent criminal offense, the District administration shall notify the student victim that he or she has the right to transfer to a safe public elementary or secondary school within the District, including a public charter school.
 - (b) The notification and offer to transfer shall state that no student is required to transfer to another school.
 - (c) Upon receipt of an application to transfer, the District administration should transfer the student as soon as possible, and shall transfer the student within ten (10) calendar days after receiving the application.
 - (d) When considering a student’s request to transfer to another school, the District administration should take into account the particular needs of the student and the parent.
 - (e) To the extent possible, the District administration should allow the student to transfer to a school that is making adequate yearly progress, and one that is not identified as being in school improvement, corrective action, or restructuring.
 - (f) A charter school only has to accept a student who meets its admission criteria if space is available.
 - (g) If there is not another safe school within the District to which students may transfer, the District administration is encouraged, but not required, to establish an agreement with a neighboring school district to accept the transfer of students.

Notification of Rights Under the Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records: These rights are:

1. The right to inspect and review the student’s education records within 45 days of the day the District receives request for access.

Parents or eligible students should submit to the school principal (or other designated school official) a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student’s education records that the parent or eligible student believes to be inaccurate or misleading or otherwise in violation of the student’s privacy rights under FERPA..

Parents or eligible students who wish to ask the Erie School District to amend a record should write the school principal (or appropriate school official), clearly identify the part of the record they want changed, and specify why it should be changed..

If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school will disclose education records without consent to officials of another school district in which the student seeks or intends to enroll.

Unless directed otherwise in writing by eligible students or parents, the District may disclose without consent “directory information” which consists of the following information: the student’s name, address, telephone number (unless indicated as unlisted), date and place of birth, electronic mailing address, dates of attendance, grade level, photograph, major field of study, awards received, the most recent previous educational agency or institution attended by the student, and other similar information that would not generally be considered harmful or an invasion of privacy if disclosed.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5920

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

Notice for Directory Information

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that the Erie School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the Erie School District may disclose appropriately designated "directory information" without prior written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Erie School District to include this type of information from your child's education records in certain school publications. Examples include:

- . A playbill showing your student's role in a drama production
- . The annual yearbook
- . Honor roll or other recognition lists
- . Graduation programs
- . Sports activity sheets, such as for wrestling, showing weight and height of team members

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's/eligible student's prior written consent unless the parent or eligible student has advised the District that they do not want the information disclosed without their prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks.

The Erie School District has designated the following information as directory information:

- . Student's name
- . Telephone listing
- . Photograph
- . Major field of study
- . Grade level
- . Weight and height of members of athletic teams
- . Degrees, honors, and awards received
- . The most recent educational agency or institution attended
- . Other similar information that would not generally be considered harmful or an invasion of privacy if disclosed
- . Address
- . Electronic mailing address
- . Date and place of birth
- . Dates of attendance
- . Participation in officially recognized activities and sports

In addition, the No Child Left Behind Act requires that the District shall provide access to secondary school students' names, addresses and telephone listings upon requests made by military recruiters or institutions of higher education unless parents have advised the District that they do not want their student's information disclosed without their prior written consent.

If you do not want the Erie School District to disclose directory information from your child's education records or disclose the above-listed information to recruiters from the military or institutions of higher education without your prior written consent, you must so notify the District in writing by September 17, 2007.

Questions or written requests should be directed to: Erie City School District, Mary Ann Tempestini, Ph.D., Director of Pupil Personnel Services 148 West 21st St. Erie, PA 16502 Phone: 874-6100

Notificación Modelo sobre Derechos conforme a FERPA

La Ley de Derechos Educativos de la Familia y la Confidencialidad (Family Educational Rights and Privacy Act), conocida por sus siglas en inglés FERPA, confiere a los padres y los estudiantes mayores de 18 años (denominados “estudiantes aptos”) ciertos derechos con respecto a los expedientes académicos ó registro educativos del estudiante. Estos derechos son:

1. El derecho a inspeccionar y revisar el expediente del estudiante en un plazo de 45 días contando de la fecha de petición de acceso.

El padre o estudiante apto debe presentar al director de Escuela [o el correspondiente funcionario escolar] una petición por escrito que señale el documento o los documentos que desea inspeccionar. El funcionario de Escuela se encargara del acceso y notificar al padre o al estudiante apto respecto a la hora y el lugar donde los documentos se pueden inspeccionar.

2. El derecho a solicitar una modificación del registro que el padre o el estudiante apto estime inexacto o equívoco.

Un padre ó estudiante apto puede pedirle a la escuela que se modifique un registro que él considere inexacto ó equívoco. Debe dirigirse por escrito al director de la escuela (ó al correspondiente funcionario), señalar con claridad la parte del registro que desea que se modifique, y especificar por qué es inexacto ó equívoco. Si la escuela determina no modificar el registro en el sentido de la petición presentada por el padre ó estudiante apto, la escuela notificará al padre ó al estudiante apto sobre la decisión y le avisará sobre su derecho a una audiencia en relación con la petición de modificación. Se proporcionará información adicional al padre ó al estudiante apto sobre el procedimiento de audiencia al ser notificado sobre el derecho a audiencia.

3. El derecho a dar consentimiento para la divulgación de información susceptible de identificación personal contenida en los expedients académicos del estudiante, salvo en los casos señalados por FERPA que autorizan la divulgación sin consentimiento.

Una excepción que permite la divulgación sin consentimiento, se trata de la divulgación a los funcionarios escolares con intereses educativos legítimos. Un funcionario escolar es un empleado de la escuela en calidad de administrador, supervisor, instructor ó personal de apoyo (incluyendo el personal de salud ó médico y el personal de unidad de seguridad ó policial); una persona que integre la Junta Escolar; una persona ó compañía con la cual la escuela contrate para desempeñar una función particular (como un abogado, un auditor, un consultor médico ó un terapeuta); ó un padre ó un estudiante que se desempeñe en un comité oficial, tal como un comité de disciplina ó de procedimientos conciliatorios de disputas laborables, ó que asista a otro funcionario escolar en en cumplir con sus funciones.

Un funcionario tiene un interés legítimo si el funcionario necesita revisar un registro educativo a fin de cumplir con su responsabilidad professional.

A petición, la escuela divulgará sin consentimiento registros educativos a los funcionarios de otro Distrito Escolar en donde el estudiante piensa ó pretende matricularse.

A menos que se haya notificado por escrito el estudiante ó padre elegible, el Distrito Escolar puede divulgar “información de directorio” que consiste en la siguiente información: nombre del estudiante, dirección, número de teléfono, fecha y lugar de nacimiento, dirección electrónica, fechas de asistencia, nivel de grado, fotografía, su mayor en studio, premios obtenidos, la agencia educacional más reciente ó la institución que el estudiante asiste y otras informaciones similares a éstas que no son consideradas dañinas ó invasión de privacidad si se divulga.

4. El derecho a presentar un reclamo ante el Departamento de Educación de EE.UU. respecto al presunto incumplimiento con los requisitos de FERPA por parte de la escuela. El nombre y la dirección de la Oficina que administra FERPA es:

Family Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5920

ACTO DE DERECHOS Y PRIVACIDAD EDUCACIONAL DE LA FAMILIA (FERPA) NOTA DE INFORMACION PARA EL DIRECTORIO

El Acto de Derechos y Privacidad Educacional(FERPA), una Ley Federal, requiere que el Distrito Escolar de Erie con ciertas excepciones,que obtiene su permiso por escrito despuesde la revelación personalmente información indentificable del archivo de educación de su hijo(a), de todas maneras, el Distrito Escolar de Erie posiblemente de información apropiadamente designada.”directorio de información” sin un cosentimiento por escrito, a menos que usted ledeje saber al Distrito lo contrario. en los procedimientos con el Distrito.el proposito principal del Directorio Informativo es de darle permiso al Distrito Escolar de Erie de incluir este tipo de información del archivo de educación de su hijo(a) en ciertas publicaciones de la escuela ejemplos incluidos.

- . Un anuncio de una obra de teatro
- . El libro del año escolar
- . Tarjeta de honor o una lista de los recocimientos
- . El programa de graduación y hojas de actividades de deportes, como lucha libre , levantador de pesas y altura de miembro de equipo.

Directorio de Información, que no es considerada generalmente peligroso o invacion de privacidad si es que es publicado, tambien se puedes dar revelar esta información a otras Organizaciones sin el permiso de los padres, siempre y cuando los padres ya allan dado el permiso anteriormente, organizaciones fuera de la nuestra son incluidas, pero no son limitadas a compañías que manufactura sortijas de graduación o que publica los libros del año escolar, adición,dos leyes Federales requiere agencias educativas local.(L E As) recibiendo asistencia bajo Acto de 1965 de Educacion Elementaria y Secundaria (ESEA) para proveer reclutadores Militarico cuando se le pida con las categorias de este directorio informativo – a menos que los padres les allan a avisado a LEA que ellos no quieren que la información del estudiantes hijo(a) sea discutida dsiponible sin su permiso o consentimiento del permiso anterior por escrito. Si usted no quiere que el Distrito Escolar de Erie de informción que esta en el directorio informativo en los archivos de su hijo(a) sin su permiso anterior por escrito, usted debera de notificar al Distrto por escrito no mas tardar del 17 de Septiembre de 2007. El Distrito Escolar de Erie ha disignado la siguiente información como Directorio Informativo.

- . Nombres de los estudiantes
- . Direcciones
- . Telefonos y listas de telefonos
- . Direcciones electronicas
- . Fecha y lugar de nacimiento
- . Mayor campo de estudias
- . Fecha de atendencias
- . Nivel de grado
- . Participación en reconocimientos oficiales y actividades de deportes
- . Levantadura de pesas altura o miembrecia de grupo atletico
- . Placas recibidas, bachillerato, honores ultima agencia o institución educativa

Además, el Acta de Ningún Niño Dejado Atrás requiere que el Distrito provea acceso a los nombres, direcciones y números de teléfonos de los estudiante de la escuela secundaria al ser pedidod por reclutadores militares ó instituciones de alta educación a menos que los padres le haya advertido al Distrito que ellos no quieren la información del estudiante compartido a menos que ellos lo hagan por escrito.

Si usted no quiere que el Distrito Escolar de Erie comparta la información del record educacional de su niño(a) ó que se comparta con reclutadores militares ó instituciones de alta educación sin su permiso por escrito, necesita notificarle a Distrito por escrito antes del 17 de septiembre de 2007.

Preguntas ó pedidos por escrito deben de ser dirigidos a: Erie City School District, Mary Ann Tempestini, Ph.D., Directora de los Servicios Personales de Estudiantes 148 West 21st Street Erie, PA 16502 Teléfono: 874-6100

THE SCHOOL DISTRICT OF THE CITY OF ERIE
NOTICE OF PRIVACY PRACTICES

THIS NOTICE DESCRIBES HOW HEALTH INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY. THE PRIVACY OF YOUR HEALTH INFORMATION IS IMPORTANT TO US.

OUR LEGAL DUTY

We are required by applicable federal and state law to maintain the privacy of student and employee health information. In the case of students, this requirement arises from the Family Educational Rights and Privacy Act (“FERPA”). A separate notice required by FERPA is provided annually in the Student Handbook. However, in certain circumstances, another federal law also applies to student and employee health information. This other federal law is called the Health Insurance Portability and Accountability Act (“HIPAA”). HIPAA requires us to provide this Notice describing our privacy practices, our legal duties, and the rights of students and employees concerning their health information. This Notice is provided in the student handbook and is distributed to all employees. We must follow the privacy practices described in this Notice while it is in effect as those practices relate to the types of student and employee health information protected by HIPAA (“Protected Health Information” or “PHI”). To the extent it relates to a minor or unemancipated student’s health information, this Notice contemplates that most rights and/or decisions concerning PHI will be exercised and/or made by the student’s parent or guardian. This Notice takes effect on the effective date indicated below. We reserve the right to change our privacy practices and the terms of this Notice at any time, provided such changes are permitted by applicable law. We reserve the right to make the changes in our privacy practices and the new terms of our Notice effective for all PHI that we maintain, including PHI we created or received before we made the changes. Before we make a significant change in our privacy practices, we will change this Notice and make the new Notice available upon request. Employees and students may request a copy of our Notice at any time. For more information about our privacy practices, or for additional copies of this Notice, please contact us using the information listed at the end of this Notice.

USES AND DISCLOSURES OF HEALTH INFORMATION

Unless further restricted by any applicable state law, we may use and disclose PHI without an authorization as follows:

Treatment: We may use or disclose PHI to another physician or other health care provider providing treatment to an employee or student. For example, if a student transfers to another school, we may disclose PHI to the new school. If a student or an employee needs to be sent to the hospital for emergency medical treatment, we may disclose PHI to the ambulance service and to the hospital.

Payment: In some circumstances, we may be able to receive reimbursement for the medical care provided to students or employees. We may use and disclose PHI to obtain payment for such services. For example, we may provide PHI to Medicaid or the ACCESS program in order to get paid for taking care of a student. To do this, we will provide PHI to the billing company that handles our reimbursement claims.

Health Care Operations: We may use and disclose PHI in connection with our health care operations. Health care operations include quality assessment and improvement activities, reviewing the competence or qualifications of health care professionals, evaluating practitioner and provider performance, conducting training programs, accreditation, certification, licensing or credentialing activities.

Other Uses and Disclosures Permitted Without an Authorization:

We may use and disclose your health information, without having you sign an authorization form, for the following reasons:

- 1. Where the Disclosure is Required by Law, in Judicial or Administrative Proceedings, or by Law Enforcement.** For example, we may disclose your protected health information if we are ordered to do so by the Court, under a warrant or subpoena, or if a law requires that we report that sort of information to a government agency or law enforcement authorities, such as in the case of a dog bite, suspected child abuse or neglect, or a gunshot wound.
- 2. Where the Disclosure is for Public Health Activities.** Under the law, we need to report information about certain diseases, about problems with certain medications, and about any births and deaths, to government agencies that collect that information. We may also need to provide some health information to the coroner or a funeral director, if necessary, after a patient’s death.
- 3. Where the Disclosure is About Victims of Abuse, Neglect or Domestic Violence.** For example, we may disclose your protected health information if we reasonably believe that you are the victim of abuse, neglect or domestic violence to a government authority, including a social service or protective services agency, authorized by law to receive reports of abuse, neglect, or domestic violence.
- 4. For Health Oversight Activities.** For example, we will need to provide your health information if requested to do so by a government agency that oversees a health care benefits program like Medicare or Medicaid, when you receive benefits from such a program. We will also need to provide information to government agencies that have the right to inspect our facilities or to investigate health care practices.
- 5. Uses or Disclosures for Specialized Government Functions.** For example, we may disclose protected health information to authorized federal officials for the conduct of lawful intelligence, counter-intelligence, and other national security activities. We also may disclose protected health information to a correctional institution or a law enforcement official having lawful custody of a student or employee under certain circumstances.
- 6. For Workers’ Compensation.** We may provide your health information as described under the workers’ compensation law, if your condition was the result of a workplace injury for which you are seeking workers’ compensation.

7. To Business Associates. We may disclose protected health information to a business associate and may allow a business associate to create or receive protected health information on our behalf if we obtain satisfactory assurances that the business associate will appropriately safeguard the information.

Uses and Disclosures for Care and Notification Purposes:

We may use and disclose your protected health information to notify, or to assist in the notification of, a family member, a personal representative, or another person responsible for your care, regarding your location, general condition, or death. For example, if you are hospitalized, we may notify a family member of the hospital and your general condition. In addition, we may disclose your protected health information to a disaster relief entity, such as the Red Cross, so that it can notify a family member, a personal representative, or another person involved in your care regarding your location, general condition, or death.

Other Uses and Disclosures Require Your Prior Written Authorization:

In situations other than those categories of uses and disclosures mentioned above, or those disclosures permitted under federal law, we will ask you for your written authorization before using or disclosing any of your protected health information. In addition, with certain exceptions provided for by law, we must ask for your specific written authorization to disclose information concerning mental health disorders and/or treatment, drug and alcohol abuse and/or treatment, or HIV status. If you choose to sign an authorization to disclose any of your health information, you can later revoke it to stop further uses and disclosures to the extent that we have not already taken action relying on the authorization. Your authorization must be revoked in writing.

RIGHTS OF STUDENTS AND EMPLOYEES

Access: Students and employees have the right to look at or get copies of their health information, with limited exceptions. A student or employee may request that we provide copies in a format other than photocopies. We will use the format the student or employee requests unless we cannot practicably do so. The student or employee must make a request in writing to obtain access to PHI. We may charge a student or employee a reasonable, cost-based fee for expenses such as copies and staff time needed to make copies of PHI. If the student or employee prefers, we will prepare a summary or an explanation of the PHI for a fee. Contact us using the information listed at the end of this Notice for a full explanation of our fee structure.

Disclosure Accounting: Students and employees have the right to receive a list of instances in which we or our business associates disclosed their PHI for purposes, other than treatment, payment, health care operations and certain other activities, for the last 6 years, but not before April 14, 2003. If a student or employee requests this accounting more than once in a 12-month period, we may charge the student or employee a reasonable, cost-based fee for responding to these additional requests. A student or employee must make a request in writing to obtain an accounting of our disclosures.

Restrictions: Students and employees have the right to request that we place additional restrictions on our use or disclosure of their health information. We are not required to agree to these additional restrictions, but if we do, we will abide by our agreement, except in an emergency.

Alternative Communication: Students and employees have the right to request that we communicate with them about their PHI by alternative means or at alternative locations. The student or employee must make their request in writing. Such requests must specify the alternative means or location, and provide satisfactory explanation how payments will be handled under the alternative means or location the student requests. We will accommodate all reasonable requests.

Amendment: Students and employees have the right to request that we amend their health information. A request from a student or employee must be in writing, and it must explain why the information should be amended. We may deny such requests under certain circumstances.

Electronic Notice: If you receive this Notice on our Website or by electronic mail (e-mail), you are entitled to receive this Notice in written form.

QUESTIONS AND COMPLAINTS

If employees, students, parents, or guardians want more information about our privacy practices or have questions or concerns, please contact us. If students or employees are concerned that their privacy rights have been violated, or disagree with a decision we made about access to their health information, or in response to a request to amend or restrict the use or disclosure of his or her own PHI, or to have us communicate by alternative means or at alternative locations, the student or employee may complain to us using the contact information listed at the end of this Notice. Students and employees may also submit a written complaint to the U.S. Department of Health and Human Services. We can provide the address to file your complaint with the U.S. Department of Health and Human Services upon request. We support the rights of students and employees to the privacy of their health information. We will not retaliate in any way if a student or employee chooses to file a complaint with us or with the U.S. Department of Health and Human Services.

THE SCHOOL DISTRICT OF THE CITY OF ERIE PRIVACY OFFICER:

Dr. Mary Ann Tempestini, Director of Pupil Personnel Services

Washington Educational Center

148 West 21st Street, Erie, PA 16502

(814) 874-6000

Effective Date: April 14, 2003

Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- Consent before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED) –
 1. Political affiliations or beliefs of the student or student’s parent;
 2. Mental or psychological problems of the student or student’s family;
 3. Sex behavior or attitudes;
 4. Illegal, anti-social, self-incriminating, or demeaning behavior;
 5. Critical appraisals of others with whom respondents have close family relationships;
 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or parents; or
 8. Income, other than as required by law to determine program eligibility.
- Receive notice and an opportunity to opt a student out of –
 1. Any other protected information survey, regardless of funding;
 2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
 3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- Inspect, upon request, and before administration or use –
 1. Protected information surveys of students;
 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

The School District will develop and adopt policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The School District will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. The School District will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. The School District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales, or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901