

**2008-09
BACK-TO-SCHOOL EDITION**

CAPITAL education

The FAQs about bus transportation

New CDTA pass will provide more options

City School District of Albany students who ride CDTA buses will have more flexibility during the 2008-09 school year thanks to a new pass that will be good whenever CDTA buses operate on weekdays.

Students in elementary school will continue to receive yellow bus transportation from Durham School Services. Elementary school students in open enrollment and magnet programs will ride yellow buses if their school is more than 1.5 miles from their home.

Special education students who live closer than 1.5 miles to their school also may be eligible for transportation on Durham buses if their Individualized Education Plan specifically requires it.

Applications for bus service are available at your child's school or Central Registration, located in the Sunshine Building in Lincoln Park, at the intersection of Morton and Delaware avenues.

See page 2 for more information about yellow bus transportation services.

The new CDTA pass

The new school district bus pass will be accepted on all CDTA buses and is similar to the Swiper cards used in the past. The new pass will be valid during the school year only, and it will allow students to ride the bus Monday through Friday from the time CDTA service begins (most routes start between 5-6 a.m.) until midnight.

This increased schedule will allow students more travel options in getting to school and to a wide variety of after-school activities. It provides access to dozens of routes CDTA operates.

Students must have their passes with them at all times and will be required to swipe their card through the fare box to get on a CDTA bus. If a student does not have their pass when boarding a CDTA bus, they will be required to pay the appropriate fare to complete the trip. The current one-way fare on a CDTA bus is \$1.

Students must report the loss of a pass to the school district immediately. Damaged cards will not be accepted.

Expected behavior

Students' safety is a priority. We expect all students to conduct themselves appropriately on all school-related transportation.

**Wednesday, Sept. 3
is the first day
of the 2008-09
school year.**

When riding CDTA buses, students are expected to follow CDTA rules and regulations for using service and are subject to the CDTA Code of Conduct, which outlines expected behavior for all riders and ensures that everyone receives the best service possible.

All riders and CDTA employees are expected to treat each other with respect and courtesy. The Code of Conduct can be found online at www.cdta.org.

Students who are disorderly on any school-related transportation may have their bus privileges suspended. Students who frequently misbehave may have their bus privileges taken away permanently.

Questions and information

The CDTA route network is extensive and easy to understand.

To plan a trip to and from school, to an after-school activity or to a special event, visit www.cdta.org and review schedules or use the automated trip planner. Copies of schedules can be obtained at school or at public libraries, shopping centers and select supermarkets.

Trip planning also is available by calling the CDTA Information Center at 482-8822.

If you have questions about your transportation needs, your eligibility for a CDTA pass or Durham yellow school bus service, please contact the school district's Transportation Office at 462-7320.

Transportation requests

The district's goal is to provide students with safe, reliable and efficient transportation. But, we need your help.

All bus routes and pick-up times are planned using the information provided in the student transportation request applications. If your child was provided transportation last year, you should have received and resubmitted a transportation request form in June. If you did not receive or submit an application at that time, or if your residence has since changed, please pick up an application at the Office of Central Registration in Lincoln Park, at the intersection of Delaware and Morton avenues.

Your child will not be assigned to a bus route until a completed application is received. Busing will be available on the first day of school – Wednesday, Sept. 3 – for any transportation requests received by Friday, Aug. 15.

Busing for requests submitted after Aug. 15 will begin according to the schedule below.

Timeline for Transportation Requests

If your request is received by:	Your child's busing will begin:
Aug. 18 – 29	Sept. 8
Sept. 1 – 5	Sept. 15
Sept. 8 – 12	Sept. 22
Sept. 15 – 19	Sept. 29
Sept. 22 – 26	Oct. 6

We appreciate your cooperation and encourage you to contact the Transportation Department at 462-7320 if you have questions.



A healthy foundation for learning The free and reduced-price meal program

Children need healthy meals to nourish their bodies and minds. That's why the City School District of Albany offers breakfast and lunch every day in school.

Breakfast costs \$1 at all schools and lunch is \$1.50 at elementary schools and \$1.75 in middle school and high school. However, if your family qualifies for the free or reduced-price meal program, your child can purchase breakfast and lunch daily for 25 cents

each or no charge, depending on your family's eligibility level.

We encourage families to apply for the free and reduced-price meal program. Inside this newsletter you will find the 2008-09 application in English and Spanish, as well as guidelines to follow when filling out these forms.

You can mail your application or return it in person to the City School District of Albany's Food Service Department, Philip Livingston Magnet

Academy, Room 125, 315 Northern Blvd., Albany, NY 12210.

If you have questions or need help completing the application, or if you are not sure if you meet the income eligibility guidelines necessary to qualify for free or reduced-priced meals, please call the Food Service Department at 462-7322.

If your child received free or reduced-price meals in 2007-08, a new application still must be submitted in

September to continue this program in 2008-09. Please complete and return the forms as soon as possible.

Please note that first-time applicants do not qualify until an application is approved and a letter of notification is sent to the household.

If you receive food stamps or Aid to Dependent Children (ADC/TANF) you qualify for free or reduced-priced meals (see page 3 for information about how to apply).

From the superintendent A new school year approaches



Superintendent
Eva C. Joseph, Ed.D.

Summer is flying by once again; I hope it has been and continues to be enjoyable for you.

Throughout the City School District of Albany we have been hard at work preparing for another successful school year in 2008-09.

District staff and community partners have made progress in a variety of areas, all with one focus – to educate and nurture all students to be responsible citizens, critical thinkers and lifelong learners to successfully compete in the global community.

Our strategic planning action teams are nearing completion of their work in the seven areas identified last fall by our 25-member Strategic Planning Team: more effectively engaging parents and families, ensuring the emotional and physical well-being of students, high school restructuring, middle school restructuring, communications, using assessment data to drive instruction and curriculum development, and access to all academic and extracurricular programs for all students.

You can read more about our strategic planning process at www.albanyschools.org; you'll find the link in the left-hand menu. We look forward to sharing the outcomes with you this fall.

The PowerSchool Parent Portal that debuted for high school families last January will also be available to middle school families this year. The Parent Portal allows parents and guardians to access the district's student information system to monitor their children's progress and performance in school through information such as daily attendance, assignments and class grades.

Parent Portal includes a tool for e-mail communication between teachers and parents, and an option for parents to receive updated reports as often as they would like. It is part of our continued efforts to strengthen connections to families and students, and to enhance cooperation between school and home.

The Parent Portal uses a secure link and may be accessed under Quick Links on the right-hand side of our home page at www.albanyschools.org.

We are excited to begin the year with the celebration of another great step in our facilities project – the reopening of William S. Hackett Middle School.

The revitalization of this historically and architecturally significant building combines the best of the old and the best of the new in a state-of-the-art learning environment. We invite everyone to join us for our August 27 ribbon-cutting ceremony scheduled for 4 p.m. that day.

Please look forward to joining us in January as well when we celebrate the completion of our revitalization project at New Scotland Elementary School, the former School 19.

It is my pleasure to welcome you back for the start of another school year. Or, if this is your first year in one of Albany's excellent public schools, welcome! I hope 2008-09 will be a gratifying educational experience for everyone.

Eva C. Joseph, Ed.D.
Superintendent of Schools



**CAPITAL
education**

Capital Education is published by the City School District of Albany.

Please direct comments about the newsletter, story ideas and questions to Ron Lesko at (518) 475-6065 or rlesko@albany.k12.ny.us.

City School District of Albany
Academy Park
Albany, New York 12207

Important information about your child's bus stop

The City School District of Albany's Transportation Department sends a letter to families in late August informing them of their child's bus number, pick-up and drop-off times, and the location of the neighborhood bus stop for the 2008-09 school year. If any of the information is incorrect, contact the Transportation Department immediately at 462-7320.

Please have your child at the bus stop at least 10 minutes before the designated pick-up time. If your child receives door-to-door pick-up, he/she must be outside of your home when the bus arrives.

Please note that pick-up times, bus stops and bus routes are subject to change during the school year.

Sample bus stop information

Approximate Pick-up

Bus Number: 3016 | Time: 7:30 a.m.

**Bus Stop Location:
Lancaster St. & N. Main Ave.**

Approximate Drop-off

Bus Number: 3016 | Time: 2:51 p.m.

**Bus Stop Location:
Lancaster St. & N. Main Ave.**

Attention parents of first-graders:

Door-to-door bus pick-up and drop-off service typically is not provided to students once they begin first grade. Please pay particular attention to the location of your child's new bus stop. Students will not have to walk more than one-half mile (0.5) between their home and their pick-up or drop-off site. If you have any questions about your child's bus stop, contact the Transportation Department at 462-7320.

Important transportation information

In case of bad weather

Tune in to the following local TV and radio stations for school closings and delay announcements: CBS6Albany (Ch. 6), CapitalNews 9, WTEN (Ch. 10), WNYT (Ch. 13), WXXA (Ch. 23), WROW-AM 590, WGY-AM 810, WFLY-FM 92.3, WYJB-FM 95.5, WTRY-FM 98.3, WRVE-FM 99.5, WPYX-FM 106.5, WGNA-FM 107.7.

Call the Transportation Department at 462-7320

- To determine if your child is eligible for transportation
- If you have a temporary transportation need (i.e., your child has a broken leg or other injury)

Transportation requests

To request a change in your child's pick-up or drop-off site, contact the main office of your child's school. If you change addresses during the school year, please notify Central Registration immediately, 462-7207.

Call Durham School Services at 598-0600

- If you have routing questions like pick-up and drop-off places and times for your child
- To alert us when your child will not be riding the bus for a period of time and to let us know when he/she will be returning
- With any questions about transportation cancellations or late route times due to inclement weather.

Notice of pesticide use

The City School District of Albany practices Integrated Pest Management (IPM), which is a process for managing, preventing and suppressing pests with minimal impact on human health and the environment. The district hires outside contractors for pest control who are required to follow IPM procedures.

IPM is most successful when teachers, students, employees and contractors work together. The district has not had to use pesticides in the past; however, situations during the summer required the minimal use of pesticides.

Pesticide applications occurred July 11 at Philip Livingston Magnet Academy in a floor drain. On July

15, the district applied a combination fertilizer/weed control to our athletic fields at Albany High School and Stephen and Harriet Myers Middle School.

Pesticides are only used as a last resort. Schools are required to maintain a list of parents, guardians and staff who want to receive advance notice from the district if pesticides are used.

If you would like to have your name added to this list, please contact the Buildings and Grounds Office at 462-7324 to request a form, or download the form online at www.albanyschools.org/district/atoz/Pesticide.html.

Asbestos plan notification

In accordance with the EPA Asbestos Hazard Emergency Response Act of 1987 (40 CFR Part 763), the City School District of Albany put in place a management plan to identify and manage asbestos building materials.

Periodic surveillances are done every six months. In addition, abatement projects have been conducted in conjunction with district's facilities project. Specific

notifications are posted in the buildings where projects are done prior to the start of the abatement work.

The Triennial Re-inspection was completed in June 2007, reviewing and updating the management plan for all district buildings.

The Asbestos Management Plan for the district is kept on file at the District Office. These records are available for review. For more information, contact Director of Buildings and Grounds Anthony Catalfamo at (518) 462-7324.

Four easy steps for free and reduced meal applications

1-2-3-4

Follow these easy steps to submit an application for free and reduced meals in 2008-09. Only one family application is required per household.

1. List ALL students in your household.
2. List ALL adults and their income and/or Social Services information.
3. An ADULT must sign the application and note his or her Social Security number.

4. Submit a complete application to:

J.W. Gayle
 School Lunch Director
 Philip Livingston Magnet Academy, Room 125
 315 Northern Blvd.
 Albany, NY 12210

Students without an approved application as of Oct. 1, 2008, will have to pay full price for their meals.

How to apply for free and reduced-price meals

To get free or reduced-price meals for your children you may do one of the following:

- **Submit a Direct Certification letter received from the NYS Office of Temporary and Disability Assistance, OR**
- **Carefully complete one application for your household**

Return either form to:

**J.W. Gayle
 School Lunch Director
 Philip Livingston Magnet Academy, room 125
 315 Northern Blvd.
 Albany, NY 12210**

If you now receive food stamps or Temporary Assistance to Needy Families (TANF) for any children, or if you participate in the Food Distribution Program on Indian Reservations (FDPIR), the application must include the children's names, the household food stamp, TANF or FDPIR case number and the signature of an adult household member.

All children with the same case number may be listed on the same application. Separate applications are required for children with different case numbers. If you do not list a food stamp, TANF or FDPIR case number for all the children for whom you are applying, the application must include the names of everyone in the household, the amount of income each household member, and how often it is received and where it comes from.

It must include the signature of an adult household member and that adult's Social Security number, or the word "none" if the adult does not have a Social Security number. An application that is not complete cannot be approved.

Contact your local Department of Social Services for your food-stamp or TANF case number, or complete the income portion of the application.

Verification

The school may ask you at any time during the school year to verify your eligibility. You will be notified, in writing, if you have been selected for

verification. School officials may ask you to send papers showing that your child should receive free or reduced-price meals.

Reporting Changes

The benefits that you are approved for at the time of application are effective for the entire school year. You no longer need to report changes for an increase in income or decrease in household size, or if you no longer receive food stamps.

Foster Child

Your foster child may be eligible for free milk. An application for a foster child must have the child's name, the child's "personal use" income and an adult signature. If you have questions contact the school for help with the application.

Nondiscrimination Statement

This explains what to do if you believe you have been treated unfairly. In accordance with federal law and U.S. Department of Agriculture policy, the school is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability. **To file a complaint of discrimination, write: USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (800) 795-3272 or (202) 720-6382 (TTY).** USDA is an equal opportunity provider and employer.

Fair Hearing

If you do not agree with the school's decision on your application or the result of verification, you may wish to discuss it with the school. You also have the right to a fair hearing. This can be done by calling or writing the following official:

Assistant Superintendent for Business Affairs, City School District of Albany, Academy Park, Albany, NY 12207, or by calling (518) 475-6020.

Meal service to children with disabilities

Federal regulations require schools and institutions to serve meals at no extra charge to children with a disability that may restrict their diet. A student with a disability is defined in 7CFR Part 15b.3 of federal regulations as one who has a physical or mental impairment that substantially limits one or more major life activities.

Major life activities are defined to include functions such as caring for one's

self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working. You must request the special meals from the school and provide the school with medical certification from a medical doctor. If you believe your child needs substitutions because of a disability, please get in touch with us for further information, as there is specific information that the medical certification must contain.

Confidentiality

The U.S. Department of Agriculture has approved the release of students names and eligibility status, without parent/guardian consent, to persons directly connected with the administration or enforcement of federal education programs such as Title I and the National Assessment of Educational Progress (NAEP), which are U.S. Department of Education programs used to determine areas such as the allocation of funds to schools, to evaluate socioeconomic status of the school's attendance area and to assess educational progress.

Information also may be released to state health or state education programs

administered by the state agency or local education agency, provided the state or local education agency administers the program, and federal, state or local nutrition programs similar to the National School Lunch Program.

Additionally, **all** information contained in the free and reduced-price application may be released to persons directly connected with the administration or enforcement of programs authorized under the National School Lunch Act (NSLA) or Child Nutrition Act (CNA); including the National School Lunch and School Breakfast Programs, the Special Milk Program, the Child and Adult Care Food Program, Summer Food Service Program and the Special Supplemental Nutrition Program for Women Infants and Children (WIC); the Comptroller General of the United States for audit purposes, and federal, state or local law enforcement officials investigating alleged violation of the programs under the NSLA or CNA.

The disclosure of eligibility information not specifically authorized by the NSLA requires a written consent statement from the parent/guardian.

Reduced-price meal income eligibility chart

(Effective July 1, 2008, to June 30, 2009)

This chart lists income levels according to household size and income levels yearly, monthly or weekly. If your total household income is the same or less than the amounts on the income chart, your child(ren) can receive reduced-price meals and may be eligible to receive free meals.

Household size	Annual	Month	Week
1	\$ 19,240	\$ 1,604	\$ 370
2	\$ 25,900	\$ 2,159	\$ 499
3	\$ 32,560	\$ 2,714	\$ 627
4	\$ 39,220	\$ 3,269	\$ 755
5	\$ 45,880	\$ 3,824	\$ 883
6	\$ 52,540	\$ 4,379	\$ 1,011
7	\$ 59,200	\$ 4,934	\$ 1,139
8	\$ 65,860	\$ 5,489	\$ 1,267
For each additional family member	\$ 6,660	\$ 555	\$ 129

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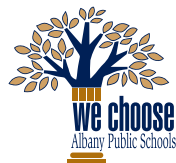
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Rebuilding our schools, reshaping education

The district will unveil the two newest pieces in its ongoing facilities project during the 2008-09 school year and is looking forward to sharing these events with the entire community.

William S. Hackett Middle School is returning to its familiar location at 45 Delaware Ave. in August. The renovated facility combines many of the building's historic characteristics with completely redone space to create a state-of-the-art middle school environment that will support the kinds of programs that will lead to greater success for every student.

A ribbon-cutting and grand re-opening event is planned for Wednesday, Aug. 27 at 4 p.m. We

invite all to attend.

New Scotland Elementary School – the former Public School 19 – will return home to 369 New Scotland Ave. following winter break in January. Once again, this project will blend the best of the old and the best of the new in a state-of-the-art learning environment.

A special community event also will welcome the re-opening of this facility.

While work at New Scotland Elementary is completed in the fall, first-grade students will attend Eagle Point Elementary School and students in kindergarten and grades 2-5 will attend the former Montessori Magnet School at 75 Park Ave.

All students will return to New Scotland Avenue in January.

The district also will begin the renovation of Arbor Hill Elementary School in 2008-09, the final piece in the comprehensive rebuilding plan for the elementary and middle schools.

Arbor Hill Elementary has moved into the district's swing space in the former Philip Schuyler Elementary School at 141 Western Ave. (the temporary home for Hackett Middle School from January 2006 until the end of last school year).

Work at Arbor Hill Elementary is scheduled to be completed for the start of the 2010-11 school year.



Show your Falcon pride!

Even before the first day of school Sept. 3, the fall sports season already will be underway for many of Albany High School's varsity teams.

This year, the boys' golf team officially kicks off the season Aug. 25 when Schenectady and Bishop Gibbons visit Capital Hills Golf Course on O'Neill Road, just off New Scotland Avenue. The Falcons are back in action Aug. 26 at Capital Hills against Troy. The teams tee off at 3:45 p.m. both days.

Also opening before the first day of school:

Girls' volleyball – Aug. 28, home vs. the Academy of Holy Names, 12:30 p.m.

Boys' soccer – Aug. 29, at the Columbia Tournament, 4 p.m.

Girls' soccer – Aug. 29, at the Columbia Tournament, 1 p.m.

Mark your calendar for a short trip to Colonie on Sept. 5 when the Albany High football team plays its first game under new coach Brian Spicer at CBA. Kickoff is at 7 p.m.

Coach Spicer and the Falcons play their home opener Sept. 12 when Shenendehowa visits the Charles I. Leigh Sr. Football Field at Bleecker Stadium.

The girls' swimming team also kicks off the season with a new coach this year. John Andrews and the Lady Falcons begin their season Sept. 5 at home with a 4:30 p.m. meet against Amsterdam.

The opener for the girls' tennis team is "on the road" against Bishop Maginn on Sept. 3. The match begins at 4 p.m. in Lincoln Park.

The last Albany High varsity team to begin its season will be cross country, with a trip to Schenectady's Central Park on Sept. 16 to take on Amsterdam and Bishop Gibbons at 4:15 p.m.

For complete modified, JV and varsity schedules, visit the Athletics section at www.albanyschools.org.

See you at the games!

2008-09 school schedules

School	Breakfast start	Classes start	Classes end
Abrookin Vo-Tech Center	7:20 a.m.	7:50 a.m.	2:50 p.m.
Albany High School	7:20 a.m.	7:50 a.m.	2:50 p.m.
Albany School of Humanities (ASH)	7:40 a.m.	8 a.m.	2:30 p.m.
Arbor Hill Elementary School	8:35 a.m.	9:05 a.m.	3:35 p.m.
Delaware Community School	8:45 a.m.	9:05 a.m.	3:35 p.m.
Eagle Point Elementary School	7:40 a.m.	8 a.m.	2:30 p.m.
Giffen Memorial Elementary School	8:45 a.m.	9:05 a.m.	3:35 p.m.
William S. Hackett Middle School	7:40 a.m.	8 a.m.	3 p.m.
Harriet Gibbons High School	7:30 a.m.	8:13 a.m.	3:16 p.m.
Montessori Magnet School	7:40 a.m.	8 a.m.	2:30 p.m.
North Albany Academy	8:10 a.m.	8:30 a.m.	3 p.m.
(MS prelim begins at 7:40 a.m.)			
Philip J. Schuyler Achievement Academy	8:40 a.m.	9:05 a.m.	3:35 p.m.
Philip Livingston Magnet Academy	7:45 a.m.	8 a.m.	3 p.m.
Pine Hills Elementary School	8:45 a.m.	9:05 a.m.	3:35 p.m.
New Scotland Elementary School	8:25 a.m.	9:05 a.m.	3:35 p.m.
Sheridan Preparatory Academy	8:30 a.m.	9:05 a.m.	3:35 p.m.
Stephen and Harriet Myers Middle School	7:40 a.m.	8 a.m.	3 p.m.
Thomas O'Brien Academy of Science and Technology (TOAST)	7:40 a.m.	8 a.m.	2:30 p.m.