

EQUAL OPPORTUNITY INFORMATION

The North Colonie Central School District hereby advises students, parents, employees and the general public that it offers equal employment and educational opportunities, including vocational education opportunities, without regard to age, race, creed, color, national origin, sex, sexual orientation, religion, disability, marital status, genetic disposition, or HIV or hepatitis carrier status. Equality of opportunity in employment shall include hiring, firing, wages and salaries, promotion or any terms, conditions or privileges of employment.

Inquiries regarding this nondiscrimination policy may be directed to Title IX (Discrimination) Compliance Officer, Kathleen Skeals at Shaker High School, Latham, New York, 12110, Telephone (518) 785-5511, ext. 3383 or Section 504 Compliance Officer, David T. Semo at Shaker High School, Latham, New York, 12110, Telephone (518) 785-5511, ext. 3333.

Procedures and forms related to the established grievance procedures may be obtained from the appropriate compliance officer.

A GUIDE TO SERVICES,
PROGRAMS AND ORGANIZATIONS
IN THE
NORTH COLONIE CENTRAL SCHOOLS

PREFACE

In addition to providing academic programs for all students in the North Colonie School District, our staff makes every effort to address the many developmental needs of both children and families.


This publication, **A Guide To Services, Programs, and Organizations In The North Colonie Central Schools**, is intended to be a directory of assistance for families and students in our community. The publication includes a brief description of the many special programs and services offered through the district. Additionally, it describes some of the evening parenting groups as well as student and family orientation nights on particular topics, events, and upcoming school activities.

Please address any questions on these topics to either the building principal and main office of your local school or the Office of the Pupil Services, Shaker High School, Latham, N.Y., 12110. A list of the school telephone numbers and addresses is as follows:

BLUE CREEK	Clinton Road Latham, N.Y. 12110	785-7451
BOGHT HILLS	Dunsbach Ferry Road Latham, N.Y. 12110	785-0222
FORTS FERRY	Forts Ferry Road Latham, N.Y. 12110	785-9203
LATHAM RIDGE	Mercer Avenue Latham, N.Y. 12110	785-3211
LOUDONVILLE	Osborn Road Loudonville, N.Y. 12111	434-1960
SOUTHGATE	Southgate Road Loudonville, N.Y. 12111	785-6607
SHAKER HIGH	Watervliet-Shaker Road Latham, N.Y. 12110	785-5511
SHAKER JUNIOR HIGH	Watervliet-Shaker Road Latham, N.Y. 12110	785-1341

As a resident of the district and parent of a child in our schools, we encourage you to get involved in PTA and school activities. It is hoped that this guide and directory will serve as an initial resource.

This directory has been developed by the North Colonie Central School District. Many of the special activities described are listed in our annual district calendar. Please refer to the current calendar for the actual date of the planned program.


David T. Semo
Director of Pupil Services

General Parent Information and Organizations

*Parental Visits to Schools...*Parents are encouraged to visit the schools as a means of gaining greater understanding and knowledge of the school program. All such visitations should be arranged through the school principal.

*Principal's Advisory Council (PAC)...*Each building principal encourages parents to become members of the PAC and to attend the regularly scheduled meetings held at each school. The PAC acts as a link between the principal and the parents of the children attending each building. It provides an opportunity for all district parents to take a major role in their child's school. Parents have an opportunity to learn about the programs, goals, problems and success of their child's school programs. Parent input is encouraged and valued. For information on the Principal's Advisory Council contact your child's school.

*Parent Teacher Associations...*Each elementary school and Shaker Junior High School has a Parent Teacher Association and there is a District Special Education Parent Teacher Association for grades K-12. There is a Parent/Teacher/ Student Association at SHS. In addition there is a District Parent Teachers Association that is comprised of officers from the school associations. The PTA works on projects, designed to enhance programs in the school. They often raise money for school projects, sponsor assembly programs and provide information for parents and children.

*Building Councils...*Pursuant to the regulations of the Commissioner of Education, increased participation of parents and teachers in school-based planning and shared decision making has been implemented with the establishment of Building Councils for each school. The purpose of the Councils are to improve the educational performance of all students in the school. Membership includes parents, teachers, administrators, and other community representatives.

*Parenting Skills...*The district schedules informational programs throughout each school year that are designed to help with child developmental issues (K-12). In response to parent request, recent topics have included:

- Self Esteem
- Discipline Strategies
- Communication with Children and Teachers
- Working with your Gifted Child
- Internet Safety
- Siblings Without Rivalry

For a list of programs offered during the current school year contact the Office of Pupil Services at 785-5511.

*AIDS Council...*This council is comprised of staff, parents, community representatives, physicians, dentists, Board of Education members and other. The objective of the council is to develop district policy, appropriate curriculum and monitoring of issues related to the AIDS virus.

*Open House Meetings...*At least annually, parents of children in all North Colonie Central Schools are invited to an evening Open House Program. Teachers and staff explain program plans and objectives for the current school year.

Summer Programs

*Pre/Post Kindergarten...*Based upon student abilities, a small group of pre and post kindergartners are invited to a six week, 1/2 day summer program. The program emphasizes language development, basic developmental skills and group interaction. Student selection for the program is based on results of pre-school screening and performance in kindergarten. Parents of those students who require this service are contacted by mail.

*Reading and Writing Summer Program for Grades 1-8...*All students receiving or eligible to receive special education or Remedial Reading are invited to a six week, 1/2 day summer program. Notification occurs each spring. Program goals include improvement in reading and writing. Instruction is provided in a creative manner using trade books, multimedia and other instructional techniques.

*Junior High Academic Summer Program...*Students in grades 7 and 8 who reside in North Colonie School District may enroll in one to four content area courses. Students may be required to attend in order to be promoted. Students who are at risk may be recommended to attend to review subject matter. Contact the junior high school guidance office for information.

*High School Remedial Summer School...*Students residing in North Colonie may enroll in no more than three courses offered by the High School Remedial Summer School, subject to the following conditions:

the student has previously completed the course of study (no courses are offered for acceleration, students are repeating courses they have taken previously), payment of a \$3.00 registration fee, and permission provided by the school that the student attends during the school year.

Non-resident students may attend on a fee-paying basis.

Courses and groupings generally offered are:

- Math 9, Math 10, Math 11 (Regents level)
- Earth Science (Regents)
- Biology (Regents)
- Global Studies 9 (General and Regents)
- Global Studies 10 (General and Regents)
- United States History and Government (General and Regents)
- English 9, 10, 11 (General and Regents)
- Integrated Regents Program (IRP)
Math and Science
- Health

Course offerings are dependent on sufficient enrollment; students are responsible for their own transportation. Classes meet for ninety minutes per day for thirty days.

Classes begin in late June and end in mid-August. Course offerings, registration procedures and summer school guidelines are available in the high school guidance office. Students with special needs should request their guidance counselor contact the summer school office.

Elementary and Secondary

Speech and Language Therapy... Speech therapists are assigned to our eight buildings and are available to provide related services in the areas of speech and language for students labeled speech impaired. Specific speech/language deficits which are remediated include: articulation, voice, language, fluency. Therapy is scheduled on an individual or small group basis depending on the severity of the communication disorder. Therapists also serve non-handicapped children in a primary language development program.

Related Services... Related services in the areas of occupational therapy, physical therapy, counseling, adaptive physical education and visual services are available as needed and recommended by the Pupil Services Team and the Committee on Special Education.

Consultant Teacher Services... In cases where students require support from a certified special education teacher but not a special education program or instructional services, Consultant Teacher Services are provided. A special education teacher will meet with both classroom teacher and student as necessary to provide suggestions, consultation, interpretation and other aspects of assistance.

Combined Services... In addition, combinations of the above programs are sometimes developed to maximize a student's opportunities for integration into "non-special" education classes.

Health Services... Registered nurses service all district school buildings plus local parochial schools. Responsibilities include provision of medical services in health offices.

Psychological Services... School psychologists provide service to all public, private, and parochial elementary and secondary buildings located within the district. Psychologists provide assessment, counseling, consultation and child monitoring services as required. They also serve as members of the Pupil Service Teams.

Elementary Health Teacher... In addition to services previously described in this document, a health teacher provides education and curriculum development in various instructional areas including: personal safety, dental health, systems of the anatomy, scoliosis, hygiene, communicable diseases, adolescent growth and development, AIDS and others.

Remedial Reading & Math... Each elementary and secondary public school in the district provides services in the area of remedial reading and math. Specialists, certified in reading and/or math, instruct children who qualify as per state regulations. These services are provided in small groups.

Elementary Guidance... Individual and group counseling by a certified school counselor are provided for students at risk of academic failure or enrolled in the Learning Enrichment Program. Classroom curriculum is provided for students in K-6 grades.

Junior High & Senior High School Guidance... The Junior High and Senior High offer academic and social guidance and counseling services to all students. Individual or small group services are provided by certified school counselors.

Additionally there is an Open House scheduled in all buildings during a regular school day for parents to observe classes in session.

Parents of Gifted Children... This group meets on a regular basis to provide parents of gifted children with information, support and suggestions on activities for their children. Parents are notified by mail of all scheduled meetings.

Parents of Pre-Schoolers... Each year parents of the entering class of kindergarteners are invited to an orientation and get-acquainted evening. Parents are given an opportunity to learn about the kindergarten curriculum, pre-school screening and meet principals, teachers, and pupil services staff. Parents are notified of the meeting by mail.

Parents of Pre-Schoolers with Disabilities... Parents of pre-schoolers with disabilities are also invited to evening programs to discuss district placement procedures, program options, and state and federal guidelines.

Parents of pre-school children, 3 to 5 years of age, who may have a disability should be aware that an evaluation is available at no cost to the parents. If the child is educationally disabled in areas including, but not limited to physical, emotional, mental or speech and language, a special education program may be warranted. For further information, contact the Office of Pupil Services.

New Student Orientation... In an attempt to lessen the anxiety and facilitate adjustment of each new class entering Shaker High School and Shaker Junior High School, the administration and counselors in each building hold an orientation meeting for students and parents prior to the first day of school. During this meeting students receive their schedules and have an opportunity to locate their classes prior to the first day of school. Parents can meet with administrators and department supervisors. In addition, the counselors at the elementary and junior high schools hold small group meetings with new entrants during the first weeks of school.

8th Grade Parent Night... Each spring eighth graders and their parents meet to discuss 9th grade program offerings and to begin the first phase of a three part parent/student orientation.

10th Grade Parent Night... Each winter counselors meet with 10th grade students and their parents to discuss admissions tests, test taking strategies, and issues related to college admissions.

11th Grade Parent Night... During the spring months counselors at Shaker High School arrange for a career/college awareness preparation night for 11th grade students and parents. Various college programs are explained. College personnel, Armed Forces as well as other community representatives are present to provide information and answer questions. The focus is to heighten the awareness of students and parents as "post" high school plans are developed.

*Financial Aid Night...*The Shaker High School Guidance Department presents an annual program on college financial aid for parents of high school seniors. The program includes information on financial aid, college loans, financing options, athletic and community-based scholarships, and bank loans.

*Athletes & Parents Meetings...*During each school year the Department of Physical Education provides parents and students with evening programs to “meet the coaches” and learn more about training expectations and district rules. Additionally, athletes from the private sector and other celebrities participate in speeches and presentations to parents and students regarding chemicals and health.

*Family Life Preview...*Each year the district provides the parents of fifth and sixth grade students the opportunity to preview the information and material that will be taught in the Fifth and Sixth Grade Adolescent Growth and Development Program. Parents are notified, by mail, of the date, time and location of the meeting. The program, which is voluntary and requires parental permission for student involvement, teaches the anatomy and physiology of the reproductive system and helps students better understand the physical and emotional changes that occur during puberty.

*Health Education Parent Preview...*Each year, parents of junior high school and senior high school students are sent a letter inviting them to a preview of the secondary health education curriculum. The junior high school preview, for parents of 7th and 8th graders, is held on an evening in early October. The high school preview, for parents of 10th graders, is held on an evening in February. At these previews, the secondary health teachers and the supervisor of health education discuss the following information with parents: the outline of units in 7th, 8th, or 11th grade health; the content and materials of the units on human sexuality; the content of lessons on HIV/AIDS; and the options for fulfilling the health education requirement.

*New Family Picnic...*The picnic is held on an evening at the end of summer to welcome families who are new to the North Colonie Schools. The extensive facilities of Shaker High School are used to offer a picnic supper and entertainment for all new students (K-12) and their families. A presentation by various district personnel describes the wide range of programs and support staff available in the North Colonie Schools.

Publications

*Inside North Colonie...*Three times a year the district publishes a newsletter which is mailed to all district residents. Each newsletter focuses on a major topic or school program and includes columns by the superintendent and the secondary and elementary principals.

program visitation by parents and our staff, consultation with parents, approval by the building Pupil Service Team, the District Committee on Special Education, and the Board of Education.

Elementary Programs

*Integrated Kindergarten ages 5-6...*This is a language oriented program staffed by a dually certified special education teacher, a part-time speech therapist and teacher aides. No more than 12 students are assigned, except in an unusual circumstance. Language instruction is provided daily. Basic self-help skills are reinforced and academic instruction is provided on a daily basis. The students attend a typical Kindergarten program for half a day and a special class the other half day.

*Academic Skills Class (ASC) ages 8-11...*A self-contained special educational program for students with disabilities who have had great difficulty with general academic classes, but who can meet success in special area and non-academic mainstream classes. This program is staffed the same as the primary program. It has similar objectives including language, basic academics and self-help/social skills.

*Learning Resource Area (LRA)...*Each of our 6 elementary buildings has a resource design program called Learning Resource Area (LRA) for students who exhibit learning disabilities in the areas of reading, math or language. Students attending LRA are those who can benefit from at least 50% of his/her time in the main-stream classroom. The range of student participation is from 3 hours per week to 50% of the school day.

Secondary Programs

*Junior High & High School Academic Skills Class (ASC)...*A self-contained special education program for students with disabilities who have had great difficulty with general academic classes, but who can meet success in special area and nonacademic mainstream classes. This program is provided at both Shaker Junior and Shaker Senior High School. A teacher and teacher aide are assigned. The emphasis is to maximize basic academic and social skills, and in some cases provide an occupational direction for the high school student.

*Learning Resource Area (LRA)...*At both the junior high and senior high, a “resource design” program, similar in structure to the elementary LRA program is available. Minimum student participation in the LRA is 3 periods per week; maximum is 3 periods or 50% of the school day. Remediation is geared to the pupil’s area of disability (language, math, reading) and support is provided for mainstream subjects.

*Goodrich Alternative Education Program...*The Goodrich Alternative Program is an educational program designed for students in grades 7-12. Special education students attend this self-contained program who have difficulty with the challenges of attending school in a large environment. The program is located at the former Goodrich Elementary School. Students receive instruction from a special education teacher who is supported by a teacher assistant and adjunct specific tutors. Students are transitioned from this program to other special education programs located at Shaker Junior High School or Shaker High School.

Student Services

*Pupil Service Team...*Each school has a Pupil Service Team/CSE Sub-committee which meets biweekly to review referrals made by parents or staff for students who may be gifted learners or who may have a disability. The team also serves as a screening committee for the District Committee on Special Education and District Committee for Gifted/Talented Students. The team formulates recommendations concerning students identified with disabilities or as gifted and talented.

*District Committee for the Gifted...*In accordance with the Regent's Statement of Policy and Recommendations, the district established a Committee for the Gifted. The committee has the responsibility for reviewing and evaluating the classification and status of each pupil who has been designated as gifted. It also insures that individual education plans of short and long term objectives for each student are developed and implemented.

*District Committee On Special Education (CSE)...*The committee is a multidisciplinary team that coordinates evaluations and recommends programs and services for children with disabilities. Members of the team include, but are not limited to, the district school physician, school psychologist, a parent of a child with a disability and a teacher or administrator of special education. The committee reviews short and long term educational objectives for each designated student.

*District Committee on Pre-School Education (CPSE)...*A Multi-disciplinary team to coordinate services for 3 and 4 year old pre-schoolers with disabilities.

*Home Instruction...*Home instruction can be provided (with parental consent) to pupils whose physical condition necessitates absence from school for more than ten school days. At the elementary level the nurse coordinates services; at the secondary level please contact the guidance counselor.

*Learning Enrichment Program...*A challenging pull-out program taught by a teacher of the gifted is provided for those students designated by the Pupil Service Team as having such unusual ability that a program modification is needed. The program emphasizes high order thinking skills, research skills and original thinking. A counselor also meets with these students to work on topics such as coping with anxiety, socialization skills, organizational skills and other concerns.

*Kindergarten Intervention Program...*An enhanced full-day Kindergarten program, with a low student to staff ratio that supports our youngest students who have academic challenges. Both academic and social skills are taught. Placement in K.I.P. is based on Kindergarten screening results.

Special Education

North Colonie provides a free and appropriate education for all students, including those identified with disabilities. It has always been the philosophy of our district to provide in-district programs whenever possible. However, on some rare occasions appropriate programs are available only at the Board of Cooperative Educational Services (BOCES) or in an approved private school. Placement occurs after appropriate evaluation,

*The Advocate...*The Department of Pupil Services publishes a newsletter that is mailed to all parents. The newsletter includes articles by district staff members and information on programs and services offered by the Pupil Services Department which are available to students and parents.

*New York State School Report Card...*Each year the New York State Education Department publishes students' scores and achievement at elementary, junior high and senior high school levels in English/language arts and math. Progress is measured at the "proficiency" and the "distinction" levels. Information about how your child's grade is performing will be made available to parents.

*Building and Department Annual Evaluations...*Each June, principals, directors and supervisors, in conjunction with staff, develop a written report which analyzes the progress made by students during the school year. Through district, community and building/department objectives, measurable data is compared and evaluated. Program recommendations for the following year are noted. Copies of these reports are available through building principals.

*Newsletters...*In a continuing effort to maintain effective communication with parents, each building principal publishes a newsletter that is periodically sent to all families in the school. The newsletter usually includes a monthly calendar of events, messages from the principal, student news and information from the PTA.

Alcohol and Substance Abuse

*Health Education...*The kindergarten through twelfth grade units on substance abuse are intended to provide students with unbiased information and to give them an opportunity to discuss the use and abuse of these substances. The New York State Drug Education Curriculum is used as the guide for the program. Students are provided with practice situations in which they learn to make responsible decisions. The curriculum program strives to develop positive self-image, respect for others and an understanding of peer pressure and risk-taking.

Individual schools design their own Character Education activities. Committees comprised of the principal, faculty members and other staff design programs to be presented in the individual schools.

S.A.D.D. (Students Against Driving Drunk)

An organization of high school students who participate in various activities during the school year to remind and encourage peers and other adolescents not to drink and drive.

*Colonie Police Programs...*Individual principals frequently utilize the services of the Community Relations Division of the police department for presentations on alcohol, drugs and personal safety. The programs are designed especially for children and are tailored for grades K-12. Presentations are made by officers trained to work with children.

*Drug Free Zones...*In an effort to completely eliminate the sale and transaction of drugs on or near school property, the Town of Colonie and the North Colonie and the South Colonie School Districts are working together to further publicize the “double penalty” imposed by the courts on those convicted of such crimes.

Student Programs

*Pre-School Assessment Program...*Each spring the district conducts a program of pre-school assessment for children scheduled to enter kindergarten in the fall. The purpose of this assessment is to gain information about each child which will help to make the initial transition to kindergarten a pleasant and successful experience. Conducted in an informal setting, the assessment includes an evaluation of vision and hearing, speech and language development and pre-school readiness. Parents are notified of the screening and are provided with an appointment time to bring their child to their designated school.

*D.A.R.E. Program...*A 17 week program of activities for 5th graders presented by a D.A.R.E. officer. Lessons involve students in a variety of exercises which give children skills to recognize and resist the subtle and overt pressures that cause them to experiment with drugs and alcohol. Along with learning how to react when offered drugs, children learn about peer pressure, self-concept improvement, handling stress, value judgments and risks, as well as respect for the law, personal safety and the glamorization of drugs and alcohol in the media. At the conclusion of the course, graduation ceremonies are held to honor students for their successful completion of D.A.R.E.

*Character Education...*This is a K-12 program initiative that was developed through the District’s Wellness Committee. Character education and the six pillars of character – trustworthiness, respect, responsibility, fairness, caring and citizenship are targeted at the elementary, junior high and high school levels. Developmentally appropriate programs have been taught to students stressing anti-bullying and anti-harassment activities. Students are empowered to be better support to individuals who are targets of harassment and create a more positive school environment.

*Personal Improvement Intervention Program (PIIP)...*This high school program is designed to motivate students to improve academically, build self-esteem and create a positive attitude. The program is coordinated by a certified guidance counselor and supported by a teacher assistant. There are a series of seminars offered to parents of students enrolled in the program. Students are selected based on recommendations from their guidance counselors. Students receive academic and counseling support through their participation in the program.

*Reach...*This junior high school program provides academic, emotional, and social skills to students during study halls and/or after school. Students receive help in the areas of study skills, homework completion and test-taking strategies. When required, students also receive targeted academic support.

*Response to Intervention for Successful Education (RISE)...*This high school program is designed to provide daily academic, emotional, and social skills support to provide students a highly structured environment, which promotes academic success. Through connection with the RISE teacher and a school psychologist, the students will be able to develop trusting relationships with adults, which will increase academic success.

*Role Model Program...*The “Role Model Speaker Series” brings high school students to each of our 6th grade classes to discuss the benefits of extracurricular activities. In this annual program, our Shaker High School “role models” discuss subjects such as, time management, goal setting, self-confidence and resisting drugs. During the 30 minute presentation, our sixth graders ask many interesting questions about junior and senior high school life.

*Peer Helpers...*A Junior and Senior High School program designed to help adolescents deal with problems they confront. Peer Helpers include a cross section of students and adult staff members who are selected through an anonymous school-wide survey of students and adults. They receive at least 30 hours of training in communication and decision making skills, information on major problems facing students, use of local resources and awareness of their limits as helpers. Peer Helpers work in a variety of roles within the school, including listening to student concerns, referral to appropriate school resources, support and peer tutoring.

*Mediation Program...*A Junior and Senior High School mediation program teaches students positive ways to resolve conflicts. This program helps students solve problems, make good decisions, take responsibility for their actions, and communicate effectively. Students who learn proper techniques of conflict resolution are more likely to employ them during disputes rather than use violence. Faculty and students are trained as mediators, and students can self-refer, or be referred by faculty or their peers.

*Colonie Youth Center Before and After School Programs...*Before and After-school programs are provided at all elementary schools. The Before-school program hours are from 7:00 a.m. to the school’s opening time, and the After-school program hours are from dismissal to 6:00 p.m. All programs have the use of the gym, cafeteria, and outside facilities. In addition, a half-day program for early dismissal days and full-day program for vacation days are available. There is a monthly fee for participation in the program. Parents should contact the Colonie Youth Center at 438-9596.

*K-Care...*K-Care is designed to meet the needs of half day kindergarten children who have parents that work or go to school, and want quality child care. It is operated by the Capital District YMCA, in cooperation with the North Colonie School District. The center offers a balance of free play, organized group activity, quiet and story time, outdoor fun, physical education, and peer and adult interaction. The program is located in the Goodrich School. Program hours are from 7:00 a.m. to 6:00 p.m. Parents should contact K-Care at 785-4871.

*Extra-Curricular Activities...*Each individual school provides various after school activities to help engage students in positive use of free time. Included are PTA rollerskating events, food collection for community needs, elementary school intramurals, junior/senior high dances, student council activities, musical groups and various junior high school and senior high school clubs and sports.

