

**GORHAM-MIDDLESEX CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA**

MEETING: REGULAR
DATE: December 10, 2018
TIME: 6:30 PM
PLACE: Board Room

**Board Action Items*

A. CALL MEETING TO ORDER/PLEDGE OF ALLEGIANCE

***B. EXECUTIVE SESSION:** *I move to enter into executive session to discuss the employment history of a particular person.*

C. PUBLIC ACCESS TO THE BOARD OF EDUCATION

Thank you for coming. We appreciate your taking the time to attend our meeting and welcome your comments. If you would like to share your thoughts with the board, please state your name and address and please limit your comments to 3 minutes. This will keep the comment period to a reasonable length and still allow everyone who wishes an opportunity to speak. Please understand we will not respond to your comments or questions at this time, but if you would like a response please be sure to include your phone number or email address on the sign in sheet. Please turn cell phones off or to silent and no texting.

***D. APPROVAL OF AGENDA**

E. ACCEPTANCE OF MINUTES

- E.1. Minutes of the November 13, 2018 Regular Meeting

F. ACCEPTANCE OF TREASURER'S REPORT

G. PRESENTATIONS:

Dan Blankenberg: Food Waste and Recycling Program

H. ADMINISTRATORS' REPORTS

H.1. Jeramy Clingerman
Safeschool Helpline
Navigate Prepared
Capital Project

***I. CONSENT AGENDA:**

In an effort to expedite the business of the Board of Education, but in no way meant to diminish the importance of each item, a Consent Agenda has been developed.

The personnel appointments are pending clearance of NYS fingerprinting requirements.

I.1.a. Substitute Teachers: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Francis Paige O'Neil, Jack Wallwork and Gwendolyn Major Williams** as Substitute Teachers for the 2018-19 school year.

I.1.b. Substitute Teaching Assistants: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Roberta Taylor and Gwendolyn Major Williams** as Substitute Teaching Assistants for the 2018-19 school year.

I.1.c. Substitute Teacher Aide: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Roberta Taylor** as Substitute Teacher Aide for the 2018-19 school year.

I.1.d. Create Position Teacher Aide: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby create one (1) 1.0FTE Civil Service positions of Teacher Aide.

I.1.e. Resignation-Jessica Frere: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby accept the resignation of **Jessica Frere**, Teacher's Aide, effective November 28, 2018.

I.1.f. Appoint Teacher Aide-Denise Hallett: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby grant **Denise Hallett** a full time provisional Civil Service appointment as a teacher aide, at the per hour rate per MW Teacher Aides, Teaching Assistants and Clerical Employees Association, effective December 10, 2018, with a probationary period from December 10, 2018 through December 10, 2019.

I.1.g. Appoint Teacher Aide-Misty Hill: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby grant **Misty Hill** a full time provisional Civil Service appointment as a teacher aide, at the per hour rate per MW Teacher Aides, Teaching Assistants and Clerical Employees Association, effective November 29, 2018, with a probationary period from November 29, 2018 through November 29, 2019.

I.1.h. Appoint Teacher Aide-Gail Schenk: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby grant **Gail Schenk** a full time provisional Civil Service appointment as a teacher aide, at the per hour rate per MW Teacher Aides, Teaching Assistants and Clerical Employees

Association, effective December 3, 2018, with a probationary period from December 3, 2018 through December 3, 2019.

I.1.i. Appoint Head Bus Driver-Debora Bowen: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby grant **Debora Bowen** a full time provisional Civil Service appointment as Head Bus Driver, at the per hour rate per MW Bus Drivers' Association, effective January 28, 2019, with a probationary period from January 28, 2019 through January 28, 2020.

I.1.j. Mentor: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint the following mentors for the 2018-19 school year:

Mentor	New Teacher	Year	Stipend
Mark Rowe	Nicole Barber	1	\$480

I.1.k. Amend EPC Appointments: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint the following to EPC for the 2018-19 school year:

EPC Committee	Members	Stipend
High School Teacher	Chris Sohn	\$100.30
High School Teacher	Lisa Carey	\$552.90

I.1.l. College Student Placement: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby approve the following for the 2018 Winter semester:

Keuka College

Megan Walters Field Placement Sean Horan
Duration: December 14, 2018 through February 1, 2019

Finger Lakes Community College

Emmanouella Chappell Field Service Stephanie Bode
Duration: January 2019 through April 2019

SUNY Fredonia

Joshua Kane Field Placement Corrine DeRue
Duration: January 14-18, 2019

I.2. Field Trip-Ski Club: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby acknowledge the initial proposal of the Ski Club going to Holiday Valley March 1-3, 2019.

I.3. Field Trip-FFA: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby acknowledge the initial proposal of the FFA going to 212/360 Leadership Conference Syracuse, NY January 26, 2019-January 27, 2019.

I.4. Volunteers: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby approve the submitted list of volunteers for the 2018-19 school year.

I.5. Eliminate Two Teaching Assistant Positions: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby eliminate two (2) 1.0FTE Teaching Assistant positions.

I.6. Resignation-Amanda Ryan: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby accept the resignation of **Amanda Ryan**, Teacher Assistant, effective November 20, 2018.

I.7. Long Term Substitute Physical Education Teacher-Jack Wallwork: Be it resolved that the Board of Education of the Gorham-Middlesex Central School District, pursuant to section 3012 of the Education Law and in compliance with part 30-1.3 of the Rules of the Board of Regents, upon the recommendation of the Superintendent, does hereby appoint **Jack Wallwork**, as a 1.0 FTE Long Term Substitute Physical Education Teacher position beginning approximately January 7, 2019 through approximately February 15, 2019, at Step 1, of the current teacher contract.

I.8. Approve Amended Policies: Be it resolved that upon the recommendation of the Policy Committee the Board of Education of the Gorham-Middlesex Central School District does hereby approve the first reading and waive the second reading of the following amended Policies:

5225 Student Personal Expression

5000 Concussion Management

1925 Interpreters for Hearing-Impaired Parents

6550 Leaves of Absence

I.9. Approve Memorandum of Agreement: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Marcus Whitman Central School District does hereby approve a memorandum of agreement with the Marcus Whitman Bus Drivers' Association addressing typed and updated driver's route sheet.

I.10. Approve Budget Transfers: Be it resolved that upon the recommendation of the Audit Committee, the Board of Education of the Gorham-Middlesex Central School District does hereby approve the submitted list of budget transfers.

I.11. Approve Budget Reserve Overview: Be it resolved that upon the recommendation of the Audit Committee, the Board of Education of the Gorham-Middlesex Central School District does hereby approve the submitted five year plan for budget reserves.

I.12. Accept State and Municipal Facilities Program Grant (SAM): Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby accept the State and Municipal Facilities Program Grant (SAM) of \$65,000 to be used toward the cost of new concession, bathroom, storage facility.

I.13. Authorization to Approve Charge Orders: Authorize the **Superintendent** to approve change orders for the capital project up to a limit of \$35,000. Change orders above that amount will require Board approval. In an emergency or circumstance that would result in delaying work until the next Board of Education meeting, the **President of the Board** may approve change orders greater than \$35,000 with such action to be reported to the Board at its next regular meeting.

I.14. Approve Watchdog Building Partners, LLC Agreement: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby approve agreement with **Watchdog Building Partners, LLC**.

I.15. Resolution for Participation in the U.S. Communities Cooperative Purchasing Alliance

WHEREAS; the Gorham-Middlesex Central School District pursuant to the authority granted in NYS General Municipal Law Article 5A Section 103 desires to participate in the U.S. Communities Cooperative Purchasing Alliance. Said Alliance is sponsored by the Association of School Business Officials International; the National Association of Counties; the National Institute of Governmental Purchasing; the National League of Cities; the United States Conference of Mayors;

WHEREAS; the Gorham-Middlesex Central School District desires to participate for the purpose of fulfilling and executing its respective public governmental purposes, goals, objectives, programs and functions;

WHEREAS; the Gorham-Middlesex Central School District has reviewed the benefits of participating in this program and based on this review has concluded the program will provide the best value to taxpayers of this Gorham-Middlesex Central School District through the anticipated savings to be realized;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Board of the Gorham-Middlesex Central School District is authorized to participate in the U.S. Communities Cooperative Purchasing Alliance and that the Superintendent or designee is authorized to register for the U.S. Communities program on behalf of Gorham-Middlesex Central School District;

I certify the foregoing is a true and correct copy of the Resolution duly adopted by the Governing Body of the Gorham-Middlesex Central School District on the 10 day of December, 2018.

I.16. Approve Standardization Resolutions for Facilities Department

Be it resolved that pursuant to GML Section 103(5) whereas the Gorham-Middlesex Central School District has a substantial investment in the Day Automation, Simplex, Johnson Controls Facilities Management and Controls System, and wishes to expand the system, that in the interest of efficiency, economy, and standardization to improve operational performance of the buildings, reduce the life cycle cost of the buildings, prevent the need for additional costly training and lessen cost due to the needs to maintain a smaller parts inventory; all Gorham-Middlesex Central School District projects shall include the Day Automation, Simplex, Johnson Controls Building Automation System provided by Day Automation, Simplex, Johnson Controls.

I.17. Approve Standardization Resolutions for Facilities Department

Be it resolved that pursuant to GML Section 103(5) whereas the Gorham-Middlesex Central School District has a substantial investment in the Corbin Russwin Locks and Best Locks System, and wishes to expand the system, that in the interest of efficiency, economy, and standardization to improve operational performance of the buildings, reduce the life cycle cost of the buildings, prevent the need for additional costly training and lessen cost due to the needs to maintain a smaller parts inventory; all Gorham-Middlesex Central School District projects shall include the Corbin Russwin Locks and Best Locks System provided by Corbin Russwin Locks and Best Locks.

I.18. Approve CSE & CPSE Recommendations: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby approve the CPSE/CSE recommendations as submitted and filed in the minute file.

J. Public Access to the Board

K. Board Member Items:

1. Audit Committee Minutes
2. 4CSBA General Membership Meeting 12/6

EXECUTIVE SESSION, if needed

L. Adjourn Meeting

GORHAM-MIDDLESEX CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING

November 13, 2018
Board Room 6:30pm

Board Members Present: Sheila Brown-President, Cindy Hall-Vice-President, Jeff Allen, Mike Bentley, Sue Campbell, Cory Clark, Sue Craugh, and Keri Link

Absent: Phyllis Frantel

Administrators Present: Jeramy Clingerman, Sharene Benedict, Bonnie Cazer, Clayton Cole, Erica Hasselstrom, Gil Jackson, Zoe Kolczynski, Paul Lahue, Brenda Lehman, Cheryl MacDonald, Lee Ann Shipman, and Susan Wissick

Absent: Dan Blankenberg and Jenn Taft

Sheila Brown called the meeting to order at 6:30pm

EXECUTIVE SESSION: Motion by Keri Link, seconded by Michael Bentley at 6:30pm for the Board to enter executive session to discuss collective negotiations with the Bus Drivers Association.

Yes 8 No 0 (Absent: Phyllis Frantel) MC

Meeting reconvened at 6:54pm.

PUBLIC ACCESS TO THE BOARD OF EDUCATION

Karen Shoemaker, Stanley: Mrs. Shoemaker said the Veteran's concert was excellent. The chorus and band students did a wonderful job. She wished everyone a Happy Thanksgiving.

Mabel Deal, Stanley: Mrs. Deal commented we have such talented students here. She wished everyone a Happy Thanksgiving.

Motion by Jeff Allen seconded by Keri Link to approve the agenda.

APPROVAL OF AGENDA

Yes 8 No 0 (Absent: Phyllis Frantel) MC

ACCEPTANCE OF MINUTES

The Board accepted the minutes of the November 13, 2018 Regular Meeting as submitted.

ACCEPTANCE OF TREASURER'S REPORT

The Board accepted the treasurer's report as submitted.

PRESENTATIONS:

Dr. Wissick, Corrine DeRue, Lucinda Moses, Casey Imrich, Lisa VanSickle, Morgan Drake, Brittany Phillips and Larkin Ryan presented to the Board about positive behavior response to intervention. Gorham has expanded this to the cafeteria and shuttle buses. Students receive a different color paw. Students like to see all the paws displayed and working toward a reward.

ADMINISTRATORS' REPORTS

Jeramy Clingerman

Mr. Clingerman shared School Paraprofessionals Day is Nov. 20. He thanked everyone involved in education for making a difference.

Music Dept. Chair, Corrine DeRue, Polly Simmons, Kim Davis, MW Band Booster Rep: presented to the Board about not having a Pageant of Bands this year due to low participation. Color Guard and Winter Percussion are growing. The Board thanked everyone involved in organizing the Pageant of Bands over the years and reaching out to other Districts to try to increase participation.

Mr. Clinger spoke to the Board about the K-5 Administrator position. This position will give additional support to UPK-5. This position will help to reinforce student coping strategies, restorative practice approach, building relationships, attendance issues, student scheduling and student placements.

Zoe Kolczynski : Mrs. Kolczynski spoke to the Board about School Tax Collection report. This report shows the amount that was collected and the amount that is relieved at the County.

Mrs. Kolczynski presented to the Board about Public Library Annual Budget Proposition. One Public library oversees the reading rooms. Two reading rooms are looking into getting a charter for Public Library. Libraries levy taxes and use tax collection mechanisms such as the school District. If the levy amount of the library doesn't change from year to year the proposition doesn't need to have the community vote on it. This information will be available to the community through our budget newsletter and community presentations.

Motion by Keri Link seconded by Cory Clark to approve the consent agenda.

CONSENT AGENDA:

In an effort to expedite the business of the Board of Education, but in no way meant to diminish the importance of each item, a Consent Agenda has been developed.

The personnel appointments are pending clearance of NYS fingerprinting requirements.

Substitute Teacher: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Denise Kovac** as Substitute Teacher for the 2018-19 school year.

Substitute Teaching Assistant: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Denise Kovac** as Substitute Teaching Assistant for the 2018-19 school year.

Substitute Teacher Aide: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Angela Lafler** as Substitute Teacher Aide for the 2018-19 school year.

Substitute Cleaner: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Jennifer Wilkins** as Substitute Cleaner for the 2018-19 school year.

Resignation-Samantha Harris: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby accept the resignation of **Samantha Harris**, Teacher's Aide, effective November 14, 2018.

Yearly Building Per Diem Substitute: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint Middlesex Valley yearly building per diem substitute, **Rachael Skopinsky**.

Amend Winter Coach Appointments: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint the following people:

Team	Coach	Base	Longevity	Stipend
Varsity Bowling Co-Coach	Matthew Silco	\$2056	\$125	\$2181
Varsity Bowling Co-Coach	Bryan Law	\$2056	\$125	\$2181

Mentor: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint the following mentors for the 2018-19 school year:

Mentor	New Teacher	Year	Stipend
Andrea Robertson	Jean Gregory	1	\$120

PASS Tutors: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Matthew Bond, Caitlin Foley, Deanna McLellan-Tuck, John Mirras, Tessa Stone and Lisa Wizeman,** as PASS program tutors for the 2018-19 school year.

Appoint Supervisor of 3-5PM Structured Secondary Student Period: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby approved **Tom Barden, Sarah Betrus, Andrea Bush, Amanda Cooney and Andrea Robertson** as Supervisor of 3-5pm Structured Secondary Student Period per hourly rate in MW Teacher contract.

College Student Placement: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby approve the following for the 2018 Winter semester:

Keuka College

Morgan Fifield Student Teacher Christopher Clark
Duration: December 14, 2018 through February 1, 2019

Amelia Poole Field Period Lisa VanSickle
Duration: January 3, 2019 through March 30, 2019

Hobart William Smith

Sasha Carey Student Teacher Kara Jones
Duration: October 29, 2018 through December 11, 2018

Surplus: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby declare the submitted list of books as surplus.

Volunteers: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby approve the submitted list of volunteers for the 2018-19 school year.

Long Term Substitute 1.0 FTE Art Teacher-Nicole Barber: Be it resolved that the Board of Education of the Gorham-Middlesex Central School District, pursuant to section 3012 of the Education Law and in compliance with part 30-1.3 of the Rules of the Board of Regents, upon the recommendation of the Superintendent, does hereby appoint **Nicole Barber** as a 1.0 FTE long term substitute Art Teacher position beginning November 5, 2018 through February 1, 2019, at Step 3, of the current teacher contract.

Increase Social Studies Position- Mackenzie Juda: : Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby increase the position of 0.8 FTE Social Studies Teacher, **Mackenzie Juda** to 0.9FTE Social Studies Teacher, effective November 2, 2018.

Amend Resignation-Jean Gregory: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby accept the resignation of **Jean Gregory,** Long Term Substitute Science Teacher, effective November 1, 2018.

Create Administration Position:

Now Therefore Be It Resolved, that upon the recommendation of the Superintendent of Schools the Board of Education of the Gorham-Middlesex Central School District authorizes the

Superintendent to create the position of UPK-5 Assistant Principal in the tenure area of Assistant Principal and authorizes the Superintendent to advertise for the position, and

Tax Roll Correction: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Marcus Whitman Central School District does hereby approve the applications from the following townships for a correction on the tax roll:

Town of Middlesex	Original Bill	Revised Bill	Difference	Reason for the Change
13.03-1-20	\$ 916.35	\$ 0	\$ (916.35)	Non profit exemption
Town of Potter				
15.03-1-15	\$ 1,462.02	\$ 399.30	\$ (1,062.72)	Ag exemption correction
4.37-1-5	\$ 1,435.60	\$ 519.60	\$ (916.00)	Enhanced STAR exempt
26.01-1-3.2	\$ 2,420.55	\$ 1,393.26	\$ (1,027.29)	Ag exemption correction
4.01-1-6.3	\$ 615.04	\$ 145.23	\$ (469.81)	Ag exemption correction
Town of Seneca				
145.16-2-6.000	\$ 1,671.47	\$ 1,270.73	\$ (400.74)	Lower assessment correction
Town of Gorham				
154.15-1-4.000	\$ 22,040.51	\$ 19,034.98	\$ (3,005.53)	Excessive Assessment
Village of Rushville				
171.06-1-23.121	\$ 7,480.41	\$ 4,807.65	\$ (2,672.76)	Court settlement 2018
4.37-1-5	\$ 1,435.60	\$ 519.60	\$ (916.00)	Enhanced STAR exempt
School Difference				
	\$ (10,429.82)			
Library				
	\$ (41.38)			
Total Warrant Change				
	\$ (10,471.20)			

Tax Collector's Report: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby accept the submitted Tax Collector's Report and does authorize the Tax Collector to forward the unpaid taxes to Ontario and Yates Counties as per the report.

Approve CSE & CPSE Recommendations: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby approve the CPSE/CSE recommendations as submitted and filed in the minute file.
Yes 8 No 0 (Absent: Phyllis Frantel) MC

Public Access to the Board

Mabel Deal, Stanley: Mrs. Deal had a plaid shirt from her trunk she received 50 years ago. Marcus Whitman celebrating 50 years earns a paw.

Board Member Items:

1. Safety Committee Minutes
2. 4CSBA General Membership Meeting
New president is doing a good job. Topic was about school safety, social/emotional issues students are going through and building relationships
3. NYSSBA Convention
Sue Craugh attended the convention this year. It was a great conference. Sue talked about the workshops she attended. She encourages all the Board members to attend next year in Rochester.
4. Buildings and Grounds Meeting
Mr. Clingerman presented to the Board about phase 1 and phase 2 of the Capital Project.
5. Reminder-4CSBA General Membership Meeting 12/6

Break at 8:52pm

Executive Session: Motion by Jeff Allen, seconded by Sue Campbell at 9:02pm for the Board to enter executive session to discuss the employment history of a particular employee.
Yes 8 No 0 (Absent: Phyllis Frantel) MC

Motion by Jeff Allen, seconded by Keri Link to adjourn the meeting at 9:51pm.

Respectfully Submitted,

Sharene Benedict
District Clerk

(X) Required

() Local

() Notice

INTERPRETERS FOR HEARING-IMPAIRED PARENTS

The Board of Education recognizes that those district parents with hearing impairments which prevent meaningful participation in their child's educational program must be afforded an opportunity equal to that afforded other parents to participate in meetings or activities pertaining to the academic and/or disciplinary aspects of their child's education. Accordingly, and pursuant to law, the school district will provide an interpreter for hearing-impaired parents for school-initiated academic and/or disciplinary meetings or activities including, but not limited to:

- § Parent/teacher conferences
- § Child/study or building level team meetings
- § Planning meetings with school counselors regarding educational progress
- § Career planning
- § Suspension hearings or other conferences with school officials relating to disciplinary actions

The school district will provide an interpreter for the hearing-impaired parent if a written request for the service has been submitted to and received by the district within **ten** working days prior to the scheduled meeting or activity. If an interpreter is unavailable, the district will then make other reasonable accommodations which are satisfactory to the parents (e.g., notetaker, transcript, decoder, or telecommunication device for the deaf). These services will be made available by the district at no cost to the parents.

The Board directs the Superintendent of Schools or designee to maintain a list of available interpreters and to develop procedures to notify parents of the availability of interpreter services, the time limitation for requesting these services, and of the requirement to make other reasonable accommodations satisfactory to the parents should an interpreter not be available.

Hearing-impaired parents are requested to submit the attached form to request accommodation of their disability.

Ref: Americans with Disabilities Act of 1990, 42 U.S.C. §§12131-12134
 Rehabilitation Act of 1973, 29 U.S.C. §794
 Education Law §3230
 8 NYCRR §100.2(aa)
Rothschild v. Grottenthaler, 907 F.2d 286 (2d Cir. 1990)

Adoption date:

NYSSBA Sample Policy 5225

() Required

(X) Local

(X) Notice

STUDENT PERSONAL EXPRESSION

The Board of Education recognizes the importance and value of student personal expression and recognizes that students do not shed their first amendment right of free expression at the schoolhouse gate. As in broader American society, the Board also understands that there is a balancing of an individual's rights under the First Amendment with the rights of the community. Student personal expression in this context refers to student verbal and written communication using any medium (paper, e-mail; website postings, etc.) including, but not limited to, poetry, prose, art, video and music composition that is intended to be shared with the broader school community, or other actions taken to express viewpoints such as demonstrating or protesting.

Although students retain their right to free expression in school, that right is not unfettered. School officials may regulate expression as to time, place and manner. Students' speech expression which causes a substantial disruption or which materially interferes with school activities or rights of others or might reasonably lead the school administration to forecast substantial disruption of or material interference with school activities, is not constitutionally protected speech.

Distribution of Materials

When students wish to personally express themselves in the broader school community by distributing materials, they must seek prior approval from the building principal or his/her designee. The building principal or his/her designee will render his/her decision within two school days of receiving the request. The building principal shall give due consideration to the constitutionally protected right of freedom of expression, the maintenance of the normal operation of school and its activities, the protection of persons and property and the need to assist students in learning appropriate ways to exercise their rights. Unless such student expression takes place within the confines of a school-sponsored event/activity (see policy 5220 for guidance on School-Sponsored Student Expression), authorization will be granted if:

- The material is distributed as directed by the Principal or designee in such a manner as to not materially or substantially interfere with the rights of others or substantially disrupt the normal operation of the school;
- The material is not considered to be obscene, lewd, indecent, libelous, an invasion of the privacy of other individuals, or an expression that attacks a person's character, family, or actual or perceived race, color, religion, religious practice, age, weight, sex, ethnic group, national

origin, physical appearance, sexual orientation, gender (including gender identity or gender expression) or disabling condition.

· The material is free from advertisements or promotion of cigarettes, liquor, illegal or illicit drugs, or drug paraphernalia or other products or services harmful to minors and/or not permitted to minors by law, or advocating breaking laws and school policies and/or regulations.

Procedural Due Process

If a student(s) seeks to distribute material within school buildings or at school events, he/she must present such material for prior review by the Building Principal who must make a decision regarding distribution within two (2) school days of receipt of the request and the provide the reason for the denial in writing. The aggrieved student(s) may within two (2) school days appeal in writing to the Superintendent of Schools. The Superintendent of Schools must issue a written decision within two (2) school days after receiving the appeal.

Off-Campus Student Expression

Generally, school administrative authority regarding student expression does not extend beyond school grounds or school-sponsored functions. However, with the advent of ~~new~~ today's technologies, the line between off and on campus expression can be blurred. Students are advised that if off campus personal expression substantially disrupts or materially interferes with school activities or might reasonably lead the school administration to forecast substantial disruption of or material interference with school activities or interrupts another individual's access to school, such as when the speech is threatening in nature, they may be subject to discipline under the Code of Conduct.

Student Demonstrations and Protests

Students maintain their constitutional right while they are in school, or at school sponsored events, to peacefully assemble. However, the district may take reasonable actions to maintain a safe and functioning learning environment, to ensure that the school environment is not materially disrupted. Accordingly, school officials maintain the authority to limit student demonstrations which result in materially disrupting the operation of the schools' educational process. In addition, the school may deem student absences from school or class to demonstrate or protest to be unexcused under the district's Attendance policy (#5100), and those absences may result in consequences under that policy.

The district may also plan and host its own events to address issues of student and school concern.

Violation of Policy

Students who violate this policy will be subject to the appropriate disciplinary action, which may include short or long-term suspension, in accordance with the Code of Conduct.

Cross-ref: 0115, Harassment, Hazing and Bullying
4526, Computer Use in Instruction
5100, Student Attendance
5220, School-Sponsored Student Expression
5300, Code of Conduct

Ref: *Morse v. Frederick*, 551 U.S. 393 (2007)
Bethel School District v. Fraser, 478 U.S. 675 (1986)
Tinker v. Des Moines Independent Community School Dist., 393 U.S. 503, (1969) (limits on student free speech rights in school setting)
Eisner v. Stamford Board of Educ., 314 F Supp 832, modf'd 440 F2nd 803 (1971)

Adoption date:

COMPENSATION AND RELATED BENEFITS

LEAVES OF ABSENCE

Policy # 6550

a) In general, leaves of absence:

1. Shall be administered by the Superintendent.
2. The Board reserves the right to grant leaves of absence for purposes or under conditions not contemplated or considered in the policy statement.
3. Under laws and rules governing such action, the Board may undertake appropriate disciplinary action where a leave of absence is falsely requested or improperly used.
4. Except by permission of the Superintendent, as expressed in writing, the purpose or conditions of a leave of absence may not be altered.

b) Leaves of absence, contractual, et al:

1. Employees who are members of a negotiating unit:

Authorization is granted to approve requests for leaves of absence submitted pursuant to provisions of contracts in effect between the District and each bargaining unit.

2. Employees who are not members of a negotiating unit:

Authorization is granted to approve requests for leaves of absence submitted by such employees where such requests are consistent with provisions of contracts in effect between the District and the bargaining unit most compatible with the employment status of the employee.

3. Employees who are under contract to the District:

Authorization is granted to implement provisions for leaves of absence contained in each such contract.

c) Leaves of absence, unpaid, not covered in b) 1. above:

1. Subject to limitations enumerated in this policy statement, authorization is granted for the following unpaid leaves of absence.
 - (a) For a period of time not to exceed one (1) school year for approved graduate study, such leave to include any required internship experience.

- (b) At the expiration of a paid sick leave of absence, to extend such a leave of absence for a period of time not to exceed the end of the school year next succeeding the school year in which the paid leave of absence commenced.
- 2. Unpaid leaves of absence shall not be used to extend vacation periods, to take vacations, to engage in other occupations, or to provide additional personal leaves, except that the Superintendent shall have discretion, where circumstances warrant, to approve leaves of absence for such purposes.
- 3. Unpaid leaves of absence shall not be granted unless the services of a substitute employee, satisfactory in the discretion of the Superintendent, can be secured.
- 4. Except where it interferes with an employee's legal or contractual rights, the timing of unpaid leaves of absence will be granted at the convenience of the District.
- d) Other leaves of absence:
 - 1. Emergency Service Volunteer Leave

Upon presentation of a written request from the American Red Cross and with the approval of the Superintendent, employees certified by the American Red Cross as disaster volunteers shall be granted leave from work with pay for up to twenty (20) days in any calendar year to participate in specialized disaster relief operations. This leave shall be provided without loss of seniority, compensation, sick leave, vacation leave or other overtime compensation to which the volunteer is otherwise entitled.

2. Screenings for ~~Breast Cancer and Prostate Cancer~~

Employees shall be granted up to four (4) hours of leave on an annual basis to undertake a screening for breast cancer; ~~employees shall be granted up to four (4) hours of leave on an annual basis to undertake a screening for prostate cancer (i.e., male employees are entitled to a total of eight (8) hours for both screenings).~~ This leave shall be excused leave and shall not be charged against any other leave to which the employee is entitled.

3. Blood donation

The School District must either, at its option:

- (a) Grant three (3) hours of leave of absence in any twelve (12) month period to an employee who seeks to donate blood. The leave may not exceed three (3) hours unless agreed to by the Superintendent/designee; or

(b) Allow its employees without use of accumulated leave time to donate blood during work hours at least two (2) times per year at a convenient time and place set by the Superintendent/designee, including allowing an employee to participate in a blood drive at the District.

The District shall not retaliate against an employee for requesting or obtaining a leave of absence under this section. Additional leaves for the purpose of blood donation under any other provision of law shall not be prevented.

4. Bone Marrow donation

Employees seeking to undergo a medical procedure to donate bone marrow shall be granted leaves to do so, the combined length of the leaves to be determined by the physician, but may not exceed twenty-four (24) work hours unless agreed to by the Superintendent/designee. The District shall require verification for the purpose and length of each leave requested by the employee for this purpose.

e) Other Leaves

1. Nursing Mothers

The District shall provide reasonable unpaid break time or permit the use of paid break time or meal time each day to allow an employee to express breast milk for her nursing child for up to three (3) years following child birth. The District shall make reasonable efforts to provide a room or other location in close proximity to the work area where the nursing mother can express milk in privacy.

2. Military Leave

The District will comply with state and federal laws regarding military leave and re-employment.

Leaves of absence for military spouses are granted in accordance with law and are unpaid.

Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA), 38
United States Code (USC) Sections 4301-4333
Civil Service Law Sections 71-73
Education Law Sections 1709(16), 3005, 3005-a and 3005-b
General Municipal Law Section 92-c
Military Law Sections 242 and 243

Students

SUBJECT: CONCUSSION MANAGEMENT

The Board recognizes that concussions and head injuries are the most commonly reported injuries in children and adolescents who participate in sports and recreational activities. The physical and mental well-being of District students is a primary concern. As such, the District supports the proper evaluation and management of concussion injuries.

A concussion is a mild traumatic brain injury (MTBI) that occurs when normal brain functioning is disrupted by a blow or jolt to the head or body that causes the head and brain to move rapidly back and forth. Recovery from concussion and its symptoms will vary. Avoiding re-injury and overexertion until fully recovered are the cornerstones of proper concussion management.

Concussion Management Team (CMT)

The District is authorized, at its discretion, to establish a Concussion Management Team (CMT) which may be composed of the certified athletic director, a school nurse, the school physician, a coach of an interscholastic team, a certified athletic trainer or such other appropriate personnel as designated by the District. The CMT will oversee and implement the District's concussion policy, including the requirement that all school coaches, physical education teachers, nurses, teaching assistants and certified athletic trainers who work with and/or provide instruction to pupils engaged in physical education class and in school-sponsored athletic activities complete training relating to concussions. Furthermore, every CMT may establish and implement a program which provides information on concussions to parents and persons in parental relation throughout each school year.

Staff Training/Course of Instruction

Each school coach, physical education teacher and teaching assistants working with physical education teacher, school nurse, and certified athletic trainer who works with and/or provides instruction to students in school-sponsored athletic activities will complete a course of instruction every year relating to recognizing the symptoms of concussions and monitoring and seeking proper medical treatment for students who suffer from a concussion.

Components of the training will include:

- a) The definition of concussion;
- b) Signs and symptoms of concussion;
- c) How concussions may occur;
- d) Practices regarding prevention; and

- e) Guidelines for the return to school and school activities for a student who has suffered a concussion, even if the injury occurred outside of school.

The course can be completed by means of instruction approved by State Education Department (SED) which include, but are not limited to, courses provided online and by teleconference. The CMT will utilize a system to document all required training for District staff. Because concussion symptoms may manifest themselves in any setting, all school staff will be encouraged to take the NYSED approved training and be alert for students who may display or report concussion symptoms.

Information to Parents

The District will include the following information on concussion in any permission or consent form or similar document that may be required from a parent or person in parental relation for a student's participation in interscholastic sports. Information will include:

- a) The definition of a concussion;
- b) Signs and symptoms of a concussion;
- c) How concussions may occur;
- d) Practices regarding prevention; and
- e) Guidelines for the return to school and school activities for a student who has suffered a concussion, even if the injury occurred outside of school.

The District will provide a link on its website to this list of information from the SED's and Department of Health's websites.

Identification of Concussion and Removal from Activities

The District requires the immediate removal from all activities of any student who has sustained, or is believed to have sustained, a concussion. Any student demonstrating signs, symptoms, or behaviors consistent with a concussion while participating in a class, extracurricular activity, or interscholastic athletic activity will be removed from the class, game, or activity and must be evaluated as soon as possible by an appropriate health care professional. This removal must occur based on display of symptoms regardless of whether the injury occurred inside or outside of school. If there is any doubt as to whether the student has sustained a concussion, it will be presumed that the student has been injured until proven otherwise. The District will notify the student's parents or guardians and recommend appropriate evaluation and monitoring.

The District may allow credentialed District staff to use validated neurocognitive computerized testing as a concussion assessment tool to obtain baseline and post-concussion performance data. These tools are **not** a replacement for a medical evaluation to diagnose and treat a concussion.

Cognitive Rest and Physical Rest ~~Return to Learn, School Activities and Athletics~~

The student will not return to classroom activity or physical activity (including athletics, physical

education class, and recess) until he or she has been

- symptom-free for not less than 24 hours, and
- has been evaluated and received written authorization from a licensed physician.
- successfully completed Concussion Protocol Checklist
- released by licensed physician

In accordance with Commissioner's regulations, the licensed physician will give final clearance on back to school and activities. All authorizations will be kept on file in the student's permanent health record. The standards for returning to academics and athletic activities will also apply to injuries that occur outside of school. School staff should be aware that students may exhibit concussion symptoms caused by injuries from outside activities and that these visible symptoms also indicate a removal from play.

The District will follow any directives issued by the student's treating physician with regard to limitations and restrictions for the student. The District's Medical Director may also formulate a standard protocol for treatment of students with concussions during the school day.

In accordance with SED guidelines, this Policy will be reviewed periodically and updated as necessary in accordance with SED guidelines. The Superintendent, in consultation with the CMT and other appropriate staff, may develop regulations and protocols for strategies to prevent concussions, the identification of concussions, and procedures for removal from and return to activities or academics.

Education Law §§ 207, 305(42), and 2854
8 NYCRR 135.4 and 136.5

Guidelines for Concussion Management in the School Setting, SED Guidance Document, June 2012

Adoption Date

GORHAM-MIDDLESEX CENTRAL SCHOOL DISTRICT

November 27, 2018 5:00 PM District Office

Committee Members Present: Sue Campbell, Cindy Hall, Sheila Brown, and Bob Lehman.

Absent: Tara Farmer

Others Present: Jeramy Clingerman and Zoe Kolczynski

The regular Meeting of the Audit Committee was called to order by Sue Campbell at 4:59 PM.

APPROVAL OF AGENDA:

Motion by Sheila Brown seconded by Bob Lehman to approve the agenda.

Yes 4 No 0, Abstain 0 MC

ACCEPTANCE OF MINUTES: Minutes from the meeting of October 4, 2018 noting the change of start time.

ACCEPT INTERNAL CLAIMS AUDIT REPORTS: Dated October 15 & 30 and Nov. 15, 2018.

Motion by Bob Lehman and seconded by Cindy Hall to accept the following resolution:

ACCEPT THE BUDGET TRANSFER: The Audit Committee does hereby accept the budget transfers over \$10,000 and that the budget transfers over \$10,000 be recommended to the Board of Education for approval at the December 10, 2018.

Yes 4 No 0, abstain 0 MC

Motion by Sheila Brown and seconded by Bob Lehman to accept the following resolution:

RECOMMENDATION TO APPROVE THE REVISED ANNUAL RESERVE NARRATIVE: The Audit Committee does hereby accept the Annual Reserve Narrative and that the Annual reserve Narrative be recommended to the Board of Education for approval at the December 10, 2018 meeting.

Yes 4 No 0, abstain 0 MC

Motion by Cindy Hall and seconded by Sue Campbell to accept the following resolution:

ACCEPT THE LONG RANGE FINANCIAL PLAN: The Audit Committee does hereby accept the Long Range Financial Plan.

Yes 4 No 0, abstain 0 MC

Next scheduled is meeting is Tuesday January 22, 2018 at 5:00 PM. If the extra-classroom and single audits are completed the committee will need to meet before January 14, 2019. The committee would like to meet on January 8.

Motion by Bob Lehman seconded by Cindy Hall to adjourn the meeting at 6:00PM

Respectfully submitted, *Zoe Kolczynski*, Zoe Kolczynski, Business Official