

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

REGULAR MEETING

6:00 p.m.

**TUESDAY, JUNE 5, 2018**

**BENNETT SCHOOL**

MINUTES

## 1. Opening Items

- 1.01 Call to Order 6:00 pm
- 1.02 Tobacco Policy Statement
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

Present: Trustee Salem, Trustee Kurnit, Trustee Warren, Trustee Ratcliff

Not Present: Trustee Osmond, Trustee Storey, Trustee Shands

Now Present:

Trustee Osmond arrived at 6:03

## 3. Presentation

3.01 Athletic Director, Kim Pilla will give the Board an Update on the Sports Seasons  
(proposed 6:25 duration 20 min)

6:00

- Recognized spring coaching staff and senior athletes
- Recognized noteworthy players and statistics for spring sports
- Track Coach Patrick Burkhardt recognized outstanding track athletes and coaches
- Clara Flores-Reininger was awarded the MHAL Official's Sportsmanship Award
- Olivia Ingalsbe and Cole Whitehead won the MHAL Scholar Athlete Awards
  - Had highest academic average for an athlete
- Recognized Spring 2018 Student and Team Scholar Athletes
  - Overall average of 90% or better to qualify for Scholar Athlete
  - 75% of each team's athletes must maintain overall averages of 90% or better to qualify for Team Scholar Athlete
- Reviewed goals from this school year
- Looking to paint gym and replicate scrolls currently on the walls onto banners
- 60% of students participate in the athletic program
- Had a vote for athletic slogan and "Onteora Strong" was chosen
- Will do first year analysis and proposal for coming years

Discussion:

- Board recognizes parents and community for their support
- Thank you to Ms. Pilla for her hard work this year
- Varsity letter program is not available to each team, Ms. Pilla will look into it

Now Present

Trustee Storey arrived at 6:25

**4. Welcome**

4.01 Bennett Principal, Gabriel Buono will welcome the Board (proposed 6:45 duration 10 min) 6:45

- Very busy with state exams
- Computer based testing field tests in 6<sup>th</sup> grade math went well
- PTA helped sponsor Earth Day last Friday-was well received
- Community member Julian Rose approached Reading Teacher Julie Maille with a 5<sup>th</sup> grade project
  - Works with a philanthropist whose primary mission is to help provide food and medicine to underprivileged children and to empower students to provide help to the less fortunate
  - Global studies and humanitarian aid program
  - 5<sup>th</sup> grade children will choose 1 humanitarian project in either Guatemala or Ecuador to receive \$25,000
  - Learning climate change, culture, socio-economic of both places then debate at each session and make a decision by the end of the week
- Teachers have been gathering new books through donations for the children to have over the summer
  - Book Boogie- all books are in library for students to get free books to read over the summer
  - Teachers can also shop for classrooms to enhance their classroom libraries
  - Parents can send in books as well
- 5<sup>th</sup> grade student government are giving speeches - tomorrow is vote
  - 40 students ran and campaigned
  - 5<sup>th</sup> grade teachers will also be voting

Discussion:

- Will do humanitarian project on an annual basis if money is still there
  - Was done at Phoenicia in December
  - Always great to see a teacher reach beyond curriculum to community
  - Do in all schools

**5. Acceptance of Minutes**

5.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the 5/15/18 Board of Education Meeting

Motioned: Trustee Ratcliff

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren

Not Present: Trustee Shands

**9. Acknowledge Public Be Heard**

9.01 The Board will acknowledge the public be heard comments from the last public be heard session – 5/1/18

Emily Peck, Eva Donado, Sophia Roberts

## 10. Public/Student Comment

10.01 The public and students may comment on any agenda or non-agenda item. Please limit comments to 3 minutes (proposed 7:05 duration 10 min or more)

Gene Sorbellini – Town of Olive Rec Director- facilitate programs for town of Olive- this is a follow-up on letter sent to Board. Thanked Superintendent Victoria McLaren for meeting with them and rectifying program. Still puzzled as to why it occurred Information is not going home from every school - ask that you support expanded learning outside of school buildings. Board made a verbal commitment during the reconfiguration that community would not suffer - but seems that administrators do not care about town activities

Craig Grazier – Serves on Olive Rec Committee – How did this occur? Disturbing to hear negative comments about the school in town. When school district began there was equal representation from all communities on the Board – seems that since reconfiguration schools are not as involved with community

## 2. Executive Session

2.01 Enter executive session (proposed 6:00 duration 20 min)

*Recommended Action:* Motion to enter into executive session to discuss the tenure of a staff member and pending litigation

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren

Not Present: Trustee Shands

2.02 Exit Executive Session and Return to Public Session

*Recommended Action:* Motion to exit executive session and re-enter public session

Motioned: Trustee Osmond

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren

Not Present: Trustee Shands

## 6. Superintendent Report

6.01 The Superintendent will announce District news (proposed 6:55)

- Had the honor of attending the Bennett 5<sup>th</sup> and 6<sup>th</sup> grade concert, the High School Academic Achievement awards, the High School Mentor program year end presentations, the Woodstock Kindergarten celebration in addition to the Friends of Education Award that Trustee Salem and I jointly presented to Heather Roberts on behalf of Onteora
- Prom was very enjoyable – was great to see them having such a good time
- Interviewed 10 – 8<sup>th</sup> grade students for UCCC Scholarship Program with Middle School Principal Jennifer O'Connor; English Teacher Laura Loheide; UCCC President Dr. Alan Roberts and UCCC Scholarship Program coordinator Patty Curry- 5 scholarships will be awarded

- Tomorrow is the induction ceremony for the Nation Honor Society as well as the Senior Scholarship Awards
  - Grateful for all of the scholarships that are given to our students.
- School Resource Officer Tom Sharon was named Deputy Sheriff of the year by the Ulster County Sheriff

## 7. Board District News

### 7.01 The Board will announce District news

Trustee Storey reported that Earth day at Bennett was great – donkeys, turkeys and other animals

Trustee Kurnit reported that the Woodstock Kindergarten Ceremony was a wonderful experience

Trustee Ratcliff reported on the 4<sup>th</sup> grade spring concert- wonderful to see a full stage for all performances

Trustee Osmond reported on the Community Mentor Presentations – wonderful to see program growing

## 8. Student Representative Report

### 8.01 Student Representative, Ben Rauschendorfer will report to the Board

Prom was wonderful – students and Class Advisor Lisa Casey did a great job

## 11. Discussion & Possible Action

### 11.01 Approve MOA # 06052018A - Senior Typists (proposed 7:15)

*Recommended Action:* The Board of Education hereby approves Memorandum of Agreement #06052018A between the Onteora Central School District and the Onteora Non-Teaching Employees Association regarding the Senior Typists

Motioned: Trustee Osmond

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren

Not Present: Trustee Shands

### 11.02 Approve MOA #06052018B - Health -PE Liaisons

*Recommended Action:* The Board of Education hereby approves Memorandum of Agreement #06052018B between the Onteora Central School District and the Onteora Teachers Association regarding the stipend for Health/PE Liaison

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren

Not Present: Trustee Shands

### 11.03 Approve MOA #06052018C - Robotics Club

*Recommended Action:* The Board of Education hereby approves Memorandum of

Agreement #06052018C between the Onteora Central School District and the Onteora Teachers Association regarding the stipend for the Robotics/Computer Club Advisor

Motioned: Trustee Ratcliff  
 Seconded: Trustee Osmond  
 Result: Unanimous  
 Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren  
 Not Present: Trustee Shands

11.04 Approve MOA #06052018D - Nurse Practitioner

*Recommended Action:* The Board of Education hereby approves Memorandum of Agreement #06052018D between the Onteora Central School District and the Onteora Non-Teaching Supervisors Association regarding the Nurse Practitioner

Motioned: Trustee Ratcliff  
 Seconded: Trustee Osmond  
 Result: Unanimous  
 Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren  
 Not Present: Trustee Shands

11.05 Approve the Statement of the Chairperson

*Recommended Action:* The Board of Education hereby approves the Statement of the Chairperson for the 2018 Annual Meeting for the Vote and Election

Motioned: Trustee Ratcliff  
 Seconded: Trustee Storey  
 Result: Unanimous  
 Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren  
 Not Present: Trustee Shands

11.06 Approve Professional Development Plan and Committee (proposed 7:30 duration 10 min)

*Recommended Action:* The Board of Education hereby approves the Professional Development Plan and Committee Members for 2018-2019

Gabriel Buono	Principal
Jeannine Burkhardt	Teacher
Brigid Kelly	Teacher
Deborah VanEtten	Teaching Assistant
Rachel Lim	Teacher
Jane Wolfrom	Teacher
Laura Loheide	Teacher
Dr. Jodi DeLucia	Asst. Supt. for Curriculum & Instruction
Linda Szakmary	Literacy Coach
Kathy Werner	Literacy Coach
Maryanne Kenly	Teacher
Virginia Occhi	Teacher
Dr. Robin Jacobowitz	SUNY New Paltz

Cynthia Bishop	Director of Pupil Services
Jennifer O'Connor	Principal

Motioned: Trustee Ratcliff

Seconded: Trustee Kurnit

- Committee meets three times a year
- Plan evaluated for effectiveness – use evaluation sheets completed at the end of each session and teacher practices to create a plan
- Focus on social emotional in 18-19
  - Looking at Implicit Bias – speaker at first conference day in Sept
    - Small group work – rotating through
  - Through committee work, teachers have piloted “Kindness and Tolerance” curriculum – discussing how to weave in with social emotional work being done
  - Ms. Pilla with Ms. O'Connor facilitated micro-aggression – are talking with faculty about next steps
  - Facilitator from BOCES met with MS staff to address issues brought up with Diversity Cadre

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren

Not Present: Trustee Shands

#### 11.07 Discuss Textbook Adoption for Global 9 and 10 (proposed 7:40 duration 10 min)

7:50

- Global Regents will be first to reflect new inquiry method - current textbook is from 2003
- There is an on-line textbook and student resource – more than a textbook - is a 2 year program for global 9 and 10
- Putting forward now because teachers will be writing curriculum this summer
- Equity of access – students without online accessibility at home – have to buy textbooks
- Most students do not carry textbooks – but some students do prefer hard copy
- Need to continue conversation about the heavy backpacks- is health issue
- Ask company to lower cost
- School district is required to give a second set of books to some students
  - In some IEPs

Be it hereby Resolved that the Board of Education of the Onteora Central School District, upon recommendation by the Superintendent of Schools, hereby adopts the following textbooks: World History and Geography by McGraw Hill Education

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren

Not Present: Trustee Shands

#### 11.08 Discuss Reserve Plan (proposed 7:50 duration 10 min)

8:05

Monica LaClair explained that this is a fluid document – will be updated annually

- Plan shows what reserves are, the reason behind their funding and any plans to change the funding

Discussion:

- Will have to wait to see what money can be funneled into Capital Reserve
  - Due to Tier 6, amount needed for Employee Retirement System has decreased
- Employee Benefit Reserve is \$1.1 million – money owed if school district closed tomorrow – changes each year- know at the end of the year
- Unemployment Insurance – self-employed for unemployment – 3% of payroll
  - Pay unemployment for substitutes
- Retirement Contribution – for ERS – only one allowed to have reserve
  - Had at a 7 year liability – costs have come down and reduced to 5 years
- Capital Reserve Fund – approved by voters- 7 years to raise \$8 million
  - Have to use the money in 7 years
- Repair reserve – emergency money for repairs
- Debt Service – take out at beginning of 18-19 to offset debt payments
- Assigned Reserve - used to reduce tax levy

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District authorizes and directs the funding of the reserves per the Reserve Plan dates June 2018.

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren

Not Present: Trustee Shands

## 12. \*\* Break\*\*

12.01 The Board will take a break at 8:20

11.09 The Board will continue their review of the Code of Conduct (proposed 8:00 duration 20 min)

8:25

Went over list of comments from Board members (highlighted text changed at meeting)

Majority agreed upon changes:

- Capitalizations, names and numbers of Board Policies were corrected
- Page 5\_V. DRESS CODE  
All students and staff should show healthy and respectful attention to their personal cleanliness and clothing. Adults should model and reinforce acceptable dress for students. Attachment E lists the specific Dress Code rules, consistent with Policy 7312 Student Dress Code. ~~This list is not exhaustive, and additional requirements may be determined at the building administrator's discretion.~~
- Page 8

Excused Absence: ~~Illness of the child, emergency illness in the family, death in the immediate family, religious observance, and court appearances and college tours are considered excused reasons for absence from school.~~

Whenever your child is absent, State law requires that a written explanation be sent to the Main Office on the day that ~~he or she~~ they returns to school, consistent with Policy 7110 Comprehensive Student Attendance Policy.

- ATTACHMENT D: CONSEQUENCES Students  
*All references to Principal, Dean of Students will be added*
- Page 15 ATTACHMENT E: DRESS CODE  
~~Extremely brief revealing garments. (such as tube, net, or halter tops), extremely plunging front or back necklines, see-through garments, or any garment that exposes the body's private parts or undergarments.~~
- Page 7  
Possess, consume, sell, distribute, or exchange alcoholic beverages, tobacco, or controlled substances (including synthetic drugs such as synthetic cannabinoids, e-Cigarettes, oils, edibles and tinctures made from controlled substances or used for vaping, jewelry or dabbing), or be under the influence of any of the above.
- Pages 7, 12, 13, 16  
Word morals – “conduct that endangers the morals, health and safety” -makes no sense that one can endanger morals
- Page 12 – Attachment D  
Insert word safety so the wording is consistent with health, safety, welfare and morals
- Page 29  
At a regularly scheduled Board meeting, the Board or the Code of Conduct Committee will present any Code revisions for review. The Board will reapprove any such updated code only after at least one public hearing that provides for the participation of school personnel, parents, students and any other interested parties. ~~vote on the Code approximately 30 days later after conducting a public hearing. The Code of Conduct and any amendments to it will be filed in accordance with the Commissioner's rules and regulations.~~

Discussion:

- Send to attorney about word morals in Code
- BLTs feel that they put time into the revisions and they are the people in the schools everyday but then the Board is changing it - feeling that Board does not care about what committees say
  - Changes Board proposes does not affect any of their changes
  - It is the Board's job is to review work of district

**13. Policy (proposed 8:25 duration 45 min)**

13.01 First Reading of Policy 7470 Association of Student Councils

Student Representative Ben Rauschendorfer

- Unable to meet with class officers – student government met today
- Don't think this is what was hoped for by the students, advisor or administration – policy lays out design and operation
- Want it to emerge from the current structure – do independently from the



Board - feeling is that this can be done without the Board

- Worked all year to further communication with class officers, clubs, have a plan to go forward - not fair to say intent is not there
- Difference from real government – they are hard working students- does not seem feasible

Board's intentions

- Kept in what was central to student's design – that the elected officials chose council officers and grade requirements
- This will give the framework for the future
- Intent to create something that gets students at an early age used to civic participation
- Governance not been done in the HS and is not being done in the MS – Class Officers and Student Government are so far apart that it needs to be Board Policy – representative government needs structure
- Separate fundraising from governance - student government should not be hampered by fundraising – should not be the main governance
- Give a proper democratic government to schools
- Add MS government (5<sup>th</sup> and 6<sup>th</sup> grades governments work well)
- Have elections in spring so any election disappointment dissipates and ready to govern in September
- All grades' Student Council meeting will capitalize on mentoring and comradery opportunities

Discussion:

- Remove requirement of GPA - becomes district's job to monitor GPA and remove a student from office
- Student Government Club can continue about government of US but this is a duly elected body of students
- Change council to governance or government
- The District cannot fund the Belleayre Bash - outside of the school day and after the students graduated
- Feedback from MS about spring elections – prefer to run elections themselves in the fall because MS is a new environment for the students
- Administration and advisors will work out the procedure for the student councils to meet quarterly
  - 6<sup>th</sup> graders use their lunch time for government – for next year transition with a choice to meet with 7-12
- This policy may take 5 years to take effect – build to true leadership
  - If cannot happen next year, look again at policy

2018 7470 Student Activities **SUBJECT: ASSOCIATION OF STUDENT COUNCILS**

The Board of Education recognizes that students have a voice and a contribution to make to their school. It is important that students be empowered to provide input on issues of concern to them and to take an active role in promoting the aims and objectives of the school.

Onteora's Association of Student Councils foster active civic engagement, discourse, debate and personal empowerment. The essential principle of democratic student government is the eligibility of every student to vote and hold office. It is important for students to recognize that with the right to vote comes the responsibility to exercise that right.

**Definitions:**

1. Student Council – grade level governance body elected by each cohort
2. Association of Student Councils – collective group of grades 6 – 12 Student Councils

3. Council Officers – Association of Student Councils leadership, chosen by the elected Association members

**Structure:**

Each grade (6 – 12) will elect class officers (President, Vice President, Secretary and Treasurer). The chief responsibility of elected Student Council officers is to represent and advocate for their class as part of the Association of Student Councils.

The Student Councils are guided by advisors and will be independent of both building leaders and district administration. The design and operation of the Student Councils will be constructed as per by-laws created by the students which adhere to the following best practices;

1. Student Councils are the voice of the entire student body.
2. They propose and carry out activities for the improvement of the schools. Such improvements may be suggested by students, staff, administration or the community.
3. Following a campaign, elections should be held ~~in the spring for the following year~~ so that Student Councils may begin their work at the start of the school year.
4. Each Student Council should meet monthly at a minimum.
5. Elected student officers may be part of an ad hoc committee whose charge is to raise funds for Belleayre Bash and/or other activities, but fundraising will not be the Student Councils' primary responsibility. In no way shall fundraising responsibilities supersede the Councils' governance responsibilities.
6. The Association of Student Councils and members of Administration should meet quarterly. Meetings shall include representatives from clubs and shall be open to all students and staff members.
7. Elected members of the Association of Student Councils shall choose Council Officers.
  - a. Officers must be High School students.
  - ~~b. The President must be a senior, retain an 85 or above mean GPA, and will serve as the Student Representative to the Board of Education.~~
  - ~~c. The Vice President may be in any High School grade, must retain an 85 or above mean GPA and will serve as the substitute Student Representative to the Board of Education.~~
  - ~~d. The Secretary may be in any High School grade, must retain an 85 or above mean GPA and will take notes/minutes at meetings.~~
  - e. The Treasurer may be in any High School grade, ~~must retain an 85 or above mean GPA.~~

### 13.02 First Reading of Policy 7450 Fundraising by Students

- Policy has always said that students must provide a product (piece of gum, thank you note) or service (cheer, play song) for donation, cannot just shake a can

#### **20022018** 7450Students **SUBJECT: FUNDRAISING BY STUDENTS**

Fundraising projects in which students sell merchandise, provide services, or in other ways solicit money for school activities may be sponsored by school organizations with the express approval of the Building Principal. Any such plan shall have a clearly defined purpose and, in general, shall contribute to the educational experience of students and shall not conflict with instructional programs or state mandates. Fundraising activities away from school property shall be held to a minimum. All participation shall be voluntary, ~~with written parent/legal guardian consent for children in grades K through 8.~~

External fundraising shall be conducted in accordance with the following guidelines:

- a) External fundraising drives are defined as any activity requiring students to leave the school grounds, ~~to solicit funds; provide products in exchange for moneys, to members of the community.~~
- b) ~~There shall be no direct \$solicitations for money, including can shaking, without an attached activity or item in exchange for the donation. shall be both reasonable in amount and for a sound educational purpose.~~
- ~~c) The Superintendent of Schools will be provided with a list of student fund raising activities from each building by October 1, each year. Any additional external fund raising drives shall be requested of and approved by the Superintendent two (2) weeks in advance of the proposed activity~~
- ~~dc) Such drives~~Fundraising shall be for the general benefit of the students involved and not for ~~items of equipment and materials, or other items~~ included in the school budget.
- ~~ed)~~ Students shall not be discriminated against if they or their families exercise their option not to participate.
- ~~fe)~~ The faculty advisor/coach involved shall accept responsibility for the handling and accounting of all moneys raised. Advisors will deposit all money through the Central Extra Curricular Activities

Treasurer. -student activity fund Coaches will deposit money through the Booster Club. Under no circumstances should funds be deposited in any other account but the ECA or Booster Club, nor shall checks be written to a specific staff member.

f) At no time should student's participation in an educational activity be contingent upon their involvement in a fundraising activity.

8 New York Code of Rules and Regulations

(NYCRR) Section 19.6

New York State Constitution, Article VIII, Section 1

Education Law Section 414

NOTE: Refer also to Policy #3271 -- Solicitation of Charitable Donations From School Children

### 13.03 First Reading of Policy 3260 Booster Club

- Took booster club from each team to create one booster club
  - Each team will have a sub-account
- Officers to organize fundraising
- Will have representatives from each town to allow to help abide by town laws
- Show by-laws to Board

Information ~~2002-2018~~3260Community Relations **SUBJECT: BOOSTER CLUBS**

~~Booster clubs or other related organizations may be created to promote community support and to raise funds for specific school activities or programs. These groups must receive official Board approval and may not discriminate on the basis of sex, color, national origin, ethnic background, disability, religion or any other arbitrary criteria. Rules and regulations will be established to govern the activities of booster clubs and other related organizations. The Board further requires that:~~

a) Financial records be maintained and made available, upon request, for Board and/or public inspection; - MOVED BELOW

~~b) Fund raising activities be approved in advance by the Superintendent; and~~

~~c) Groups wishing to make a contribution adhere to the District's policy and regulations regarding the acceptance of gifts.~~

~~Violations to District policy or regulations may result in the dissolution of the club or organization.~~

#### Purpose

The Board of Education recognizes and appreciates the cooperation and support given by booster clubs and parent organizations. The Board of Education, the administration and all other personnel of the district shall each endeavor to foster a positive and productive relationship with booster clubs and parent organizations.

#### Guidelines

In order for this process to flow appropriately, the following guidelines are put in place by the Board:

#### Organization

1. The Board shall provide booster clubs and parent organizations opportunities to support local school athletic, extracurricular, and student club efforts. Each booster club and parent organization must maintain current by-laws. Booster clubs and parent organizations shall also follow the district policies and Code of Conduct regulations.
2. The district's Athletic Director shall be the administrative liaison for booster clubs and parent organizations that support district athletic programs.
3. Building principals shall be the administrative liaison for building-based booster clubs and parent organizations that support district extracurricular and student club activities. The Superintendent shall designate the administrative liaison for all nonathletic district-wide booster clubs.
4. Each booster club and parent organization shall yearly submit a listing of its officers to the appropriate district administrative liaison after the annual organizational meeting of the booster club or the parent organization.

#### Other Guidelines and Restrictions

1. The following classifications of individuals are not eligible for membership in booster clubs or parent organizations:
  - a. District students.

2. Coaches of district athletics or teacher activity sponsors/advisors should, when possible, attend the meetings of booster clubs and parent organizations in an advisory capacity.
3. When using any school facility for meetings, fundraising, socials, banquets, and other activities, booster clubs and parent organizations must make a request in writing as per Board Policy 3280
4. Booster clubs and parent organizations are not permitted to use the district's name or logo without license or express permission granted in writing by the Superintendent. If an organization desires to use a logo other than the designated district logo for use by the club or organization on merchandise or for any other reason, such use must be approved in writing by the Superintendent.

#### Financial Records

1. All booster clubs and parent organizations must elect or otherwise designate a Treasurer.
2. a) Financial records must be maintained and made available, upon request, for Board and/or public inspection;

#### Concerns

1. Concerns or issues of individual members of booster clubs regarding the organization should be made following the chain of command as indicated below:
  - a. Step 1 – Organization officers.
  - b. Step 2 – Director of Athletics, PE, Health & Dean of Students
  - c. Step 3 – Superintendent.
  - d. Step 4 – Board of Education

#### Fundraising

1. All fundraising activities shall comply with Policy #7450.
  2. Parents/Guardians should be given the option to participate, donate money of equal value, or not participate in any fundraiser. In other words, mandatory fundraisers are not permitted.
- #### Improvements to the District Buildings and Grounds
1. Proposed improvements to the district buildings and grounds being made by the booster club or parent organization must have the approval of the Superintendent. Paid consultants to the boosters clubs or parent organizations for various projects, including but not limited to construction, should not be engaged without School Board approval.

#### Recognition Functions (Banquets)

Each booster club or parent organization may sponsor athletic, extracurricular, or club banquets to which all participating students shall be invited either with or without charging admission to such students.

#### Printed Programs

Booster clubs and parent organizations which print programs for any reason shall follow the procedures as outlined in the administrative regulation related to this policy in regard to such printed programs.

#### Expenditures for Equipment, Supplies, Etc.

1. All game uniforms shall be purchased by the district.
2. The "game uniform" includes any clothing that is worn during the athletic contest and that:
  1. Displays the school colors or logo (except shoes) and
  2. Is purchased by the district and
  3. Is intended to be collected by the school at the conclusion of the season.
3. Ancillary gear and apparel such as coaching aid equipment items, bags, totes, etc., may be purchased and/or donated by booster clubs, parent organizations, corporate sponsors, or other nonschool sanctioned entities to the district for use by the district team or student club.
4. Items purchased or donated other than by the district must meet the criteria as established in Policies 3271 and 5220 on donations.

#### Booster Clubs or Parent Organizations

A booster club or parent organization may disband on its own accord by submitting a written notice to the designated administrative liaison. All monies remaining in the organization's account must be turned over to the district for use in connection with the team or activity which the organization had supported to the extent permitted by law, with any residual amount going to support district athletics or other student activities generally.

#### Exclusion From Liability

The district and its Board of Education does not assume any financial responsibility for booster clubs or parent organizations, and it also excludes itself from any liability such organizations may incur.

- Compliance**
1. **No booster club or parent organization shall engage in any activity outside established Board policies and administrative regulations.**
  2. **Violation of Board policy, Board administrative regulation, Title IX of the U.S. Code, as well as any other applicable state or federal laws and regulations may lead to revocation of a booster club's or parent organization's function in district activities.**
  3. **Should any issues of compliance regarding this or other district policy or administrative regulation emerge between a booster club or parent organization and the district, the Superintendent shall resolve the situation.**

### 13.04 First Reading of Policy 5660 School Meal Service Program

- Sweetened foods taken out because is in Federal regulations

Information ~~2017-2018~~ 5660 Non-Instructional/Business Operations

**SUBJECT: SCHOOL MEAL SERVICE PROGRAM (LUNCH AND BREAKFAST)**

The Board of Education recognizes that the nutrition of district students is an important factor in their educational progress. The Board therefore shall participate in federally funded school lunch programs, and shall provide free or reduced price meal services to qualified district students.

**Availability, Application and Notification**

Notice of the availability of the free and reduced price meal programs will be sent to the homes of students, local media, the local unemployment office and large employers experiencing layoffs in the area from which the district draws its attendance. Any child who is a member of a family unit whose income is below the federally established scale shall be eligible to receive such services.

To apply for the free [or reduced price] meal program:

- a. Application forms will be available in the main office of each school building and on the district web site <http://www.onteora.k12.ny.us/domain/20> and can be completed and submitted at any time during the year.
- b. Completed forms must be submitted to the main office of the school which the student attends prior to any determination of eligibility.
- c. The parent or guardian will be informed of the determination within one week of receiving a properly completed application.

Applications will be kept confidential.

Upon written request, the Assistant Superintendent for Business will hear appeals of determinations regarding such services in compliance with federal regulations governing the National School Lunch Program.

In addition, in order to reach students who are categorically eligible for free [and reduced price] meals and to comply with state law, three times per school year the School Lunch Manager will review the list made available by the State Education Department of children ages three to 18 who are in households receiving federal food assistance, Medicaid benefits (for certain recipients), or Temporary Assistance for Needy Families (TANF) to identify students within the district. The district will send a notice to those families apprising them of their student's eligibility to participate in the school meal programs without further application. Parents may decline participation by informing the district in writing. If the service is declined, the student will be removed from the eligibility list.

**Meal Charge Policy**

The goal of the Onteora Central School District is to provide student access to nutritious no- or low-cost meals each school day **and to ensure that a pupil whose parent/guardian has unpaid school meal fees is not shamed or treated differently than a pupil whose parent/guardian does not have unpaid meal fees.**

~~However, unpaid charges place a large financial burden on our school. The purpose of this policy is to insure compliance with federal requirements for the USDA Child Nutrition Program, and to provide oversight and accountability for the collection of outstanding student meal balances to ensure that the student is not stigmatized, distressed or embarrassed.~~

The intent of this policy is to establish procedures to address unpaid meal charges throughout the *Onteora Central School District* **in a way that does not stigmatize, distress or embarrass students.** The provisions of this policy pertain to regular priced school breakfast, lunch and snack (if applicable) meals only. The *Onteora Central School District* provides this policy as a courtesy to those students in the event that they forget or lose their lunch money. Charging of items outside of the reimbursable meals (a la carte items, adult meals, etc.) is expressly prohibited.

- Free Meal Benefit - Free eligible students will be allowed to receive a free breakfast and lunch each day. A la carte purchases must be paid/prepaid.
- Reduced Meal Benefit - Reduced eligible students will be allowed to receive a breakfast for \$.25 and lunch for \$.25 each day. A student will be allowed to charge a maximum of **3-5** meals to their account after the balance reaches zero. The charge meals offered to students will be reimbursable meals that are available to all students **unless the student's parent or guardian has specifically provided written permission to the school to withhold a meal. A la carte items or other similar items must be paid/prepaid.**
- Full Pay Students – Students will pay for meals at the school's published paid meal rate each day. If a student is without meal money on a consistent basis, the administration will investigate the situation more closely and take further action as needed. If financial hardship exists, parents and families are encouraged to apply for free or reduced price lunches for their child if applicable. A student will be allowed to charge a maximum of 3 reimbursable meals to their account after the balance reaches zero (grades 9-12 max \$8.40, grades 5-8 max \$7.65, grades K-3 max \$6.90.) The charge meals offered to students will be reimbursable meals that are available to all students.
- Parents/Guardians are responsible for meal payment to the food service program. Discreet notices of low or deficit balances will be sent to parents/guardians at regular intervals during the school year.
- Students/Parents/Guardians may pay for meals in advance via *the Parent Portal* or with a check payable to *Onteora CSD Food Service*. Further details are available on our webpage at *Onteora.k12.ny.us*. Funds should be maintained in accounts to minimize the possibility that a child may be without meal money on any given day. Any remaining funds for a particular student may/will be carried over to the next school year.
- Refunds for withdrawn, and graduating students; a written or e-mailed request for a refund of any money remaining in their account must be submitted. Students who are graduating at the end of the year will be given the option to request a refund or it will automatically be transferred to a sibling's account.
- Unclaimed Funds must be requested within one school year. Unclaimed funds will then become the property of the *Onteora Central School District Food Service Program*.
- Balances Owed collection will follow the policies and procedures set by the school.
- ONGOING STAFF TRAINING:**
  - **Staff will be trained annually and throughout the year as needed on the procedures for managing meal charges using the NYSED Webinar or the school's training program.**
  - **Staff training includes ongoing eligibility certification for free or reduced price meals.**
- PARENT NOTIFICATION:**
  - **Parents/guardians will be notified that a student's meal card or account balance is exhausted every Wednesday and Sunday by email.**
  - **Parents/guardians will be notified that a student has accrued meal charges every Wednesday and Sunday by email.**
- PARENT OUTREACH:**
  - **Staff will communicate with parents/guardians with five or more meal charges to determine eligibility for free or reduced price meals.**
  - **School staff will make two documented attempts to reach out to parents/guardians to complete a meal application in addition to the application and instructions provided in the school enrollment packet.**
  - **School staff will contact the parent/guardian to offer assistance with completion of meal application to determine if there are other issues within the household causing the child to have insufficient funds, offering any other assistance that is appropriate.**
- MINIMIZING STUDENT DISTRESS:**
  - **School will not publicly identify or stigmatize any student on the line or discuss any outstanding meal debt in the presence of any other students.**
  - **Students who incur meal charges will not be required to wear a wristband or handstamp, or to do chores or work to pay for meals.**
  - **Schools will not throw away a meal after it has been served because of the student's inability to pay for the meal or because of previous meal charges.**  
**Schools will not take any action directed at a pupil to collect unpaid school meal fees.**
- **Schools will deal directly with parents/guardians regarding unpaid school meal fees.**
- ONGOING ELIGIBILITY CERTIFICATION:**

- School staff will conduct direct certification with NYSSIS or using NYSED Roster Upload at least monthly to maximize free eligibility.
- School staff will provide parents/guardians with free and reduced price application and instructions at the beginning of each school year in school enrollment packet.
- Schools using electronic meal application will provide an explanation of the process in the school enrollment packet and instructions on how to request a paper application at no cost.
- Schools will provide at least two additional free and reduced price applications throughout the school year to families identified as owing meal charges.
- ~~Schools will use administrative prerogative judiciously, only after using exhaustive efforts to obtain a completed application from the parent/guardian only with available information on family size and income that falls within approvable guidelines~~
- Schools will coordinate with the foster, homeless, migrant, runaway coordinators at least monthly to certify eligible students.

~~If a student is without meal money on a consistent basis, the administration will investigate the situation more closely and take further action as needed. If financial hardship exists, parents and families are encouraged to apply for free or reduced price lunches for their child if applicable. \*\* on first page\*\*~~

~~Restriction of Sweetened Foods in School~~

~~Only whole foods and naturally sweetened food will be available. The sale of sweetened foods will be prohibited from the beginning of the school day until the end of the last scheduled meal period.~~

~~Sweetened foods consist of sweetened soda water, chewing gum, candy, including hard candy, jellies, gum, marshmallow candies, fondant, licorice, spun candy, candy coated popcorn, and water ices except those which contain fruit or fruit juices.~~

National School Lunch Act of 1946, as amended, (42 U.S.C. §§1751-1760)

Child Nutrition Act of 1966, as amended, (42 USC §§1771 et seq.)

7 CFR Part 245 (245.2, Definitions; 245.5, public announcement; 245.6, categorical eligibility and direct certification/verification.)

Social Services Law §95(7)

Education Law Sections 915, 1709(22) and (23)

Policy 5661 District Health and Wellness Policy

Motion to postpone the rest of the first readings until the next meeting

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee

Ratcliff Trustee Warren

Not Present: Trustee Shands Result: Unanimous

13.05 First Reading of Policy 3281 Use of School Owned Materials & Equipment

Information **20022018** 3281 Community Relations **SUBJECT: USE OF SCHOOL-OWNED MATERIALS AND EQUIPMENT**

Except when used in connection with or when rented under provisions of Education Law Section 414, school-owned materials or equipment may be used by members of the community or by District employees and/or students for school related purposes only. Private and/or personal use of school-owned materials and equipment is strictly prohibited.

The Board will permit school materials and equipment to be loaned to staff members when such use is directly or peripherally related to their employment and loaned to students when the material and equipment is to be used in connection with their studies or extracurricular activities. Community members will be allowed to use school-owned materials and equipment only for educational purposes that relate to school operations.

~~Administrative regulations will be developed to assure the lender's responsibility for, and return of, all such materials and equipment.~~

Education Law Section 414

13.06 First Reading of Policy 3120 School News Releases

Information **20022018** 3120 Community Relations **SUBJECT: SCHOOL NEWS RELEASES SPONSORED MEDIA**

~~As the official spokesperson, the Superintendent or their designee shall issue all news releases concerning the District. All statements of the Board will be released through the Office of the Superintendent and/or the District Clerk.~~

The Principal of each building is responsible for the preparation of news releases or announcements concerning the activities within that building, and for reviewing them with the Superintendent prior to release. Copies of all final news releases will be sent to the Superintendent's Office. The Board accepts the funding obligation for the necessary staff and production costs.

~~In addition, a periodic newsletter may be prepared and mailed to each resident of the School District. Included in the newsletter will be information regarding school activities, a monthly calendar and other items of interest to the community. The Board accepts the funding obligation for the necessary staff and production costs. As the official spokesperson, the Superintendent or his/her designee shall issue all news releases concerning the District. All statements of the Board will be released through the Office of the Superintendent and/or the District Clerk.~~

## 13.07 First Reading of Policy 3140 Senior Citizens

~~20022018~~ 3140 Community Relations **SUBJECT: SENIOR CITIZENS**

Senior citizens will be admitted to all school events, except group sponsored events, without charge, ~~if they present a Senior Citizens Card.~~

Education Law Sections 1502 and 1709(22)

Real Property Tax Law Section 467

## 13.08 First Reading of Policy 3150 Flag Display

Information ~~20022018~~ 3150 Community Relations **SUBJECT: FLAG DISPLAY**

In keeping with State Education Law and Executive Law, the Board of Education accepts its duty to display the United States flag upon or near each public school building during school hours, weather permitting, and such other times as the statutes may require or the Board may direct.

When ordered by the President, Governor, or local official, to commemorate a tragic event or the death of an outstanding individual, the flag shall be flown at half-staff. The Superintendent's approval shall be required for the flag to be flown at half-staff upon any other occasion. ~~Regulations for seeking such approval shall be established in the Administrative Manual of the District.~~

Education Law Sections 418 and 419

Executive Law Sections 402 and 403

## 13.09 Second Reading and Adoption of Policy 5640 Tobacco-Free, Smoke-Free Environment

*Recommended Action:* The Board of Education hereby adopts Policy 5640 as written

Motioned: Trustee Storey

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren

Not Present: Trustee Shands ~~2015~~ 2018 5640 Non-Instructional/Business Operations

**SUBJECT: TOBACCO-FREE, SMOKE-FREE ENVIRONMENT POLICY**

The following tobacco policy was developed in accordance with the Goals 2000 Educate America Act, § 1043 (Non-Smoking Policy for Children Services), the New York State Public Health Law's Expanded Clean Indoor Air Act 2003, § 1399-opt and New York State Education Law - Article 9 Section 409.

**Intent**

All students shall possess the knowledge and skills necessary to avoid all tobacco use, and school leaders shall actively discourage all use of tobacco products by students, staff, and school visitors while on school property, at a school-sponsored event, or in a school-owned or school-contracted vehicle. To achieve these ends, Ontario leaders shall prepare, adopt, and implement a comprehensive plan to prevent tobacco use that includes:

- a. A sequential educational program to prevent tobacco use that is integrated within the school health education curriculum; that is aimed at influencing student' attitudes, skills, and behaviors; and that is taught by well-prepared and well-supported staff;
- b. Establishment and strict enforcement of completely tobacco-free school environments at all times;
- c. Prohibition of tobacco advertising;
- d. Appropriate counseling services and/or referrals for students and staff to help them overcome tobacco addiction;
- e. Cooperation with community-wide efforts to prevent tobacco use; and
- f. Strategies to involve family members in program development and implementation.

**Rationale**

Cigarette smoking is considered the chief preventable cause of premature disease and death in the United States. Schools have a responsibility to help prevent tobacco use for the sake of students' and staff members' health and the well being of their families. Research conclusively proves that:

- a. Regular use of tobacco is ultimately harmful to every user's health, directly causing cancer, respiratory and cardiovascular diseases, adverse pregnancy outcomes, and premature death;
- b. Second-hand smoke is a threat to the personal health of everyone;
  1. Nicotine is a powerfully addictive substance;



2. Tobacco use most often begins during childhood or adolescence; and use of tobacco interferes with students' attendance and learning.

### **Tobacco Use Prohibited**

Tobacco sale or distribution shall not be permitted and no person shall use tobacco on school grounds or in any vehicles used to transport children or school personnel at any time. For purposes of this policy, "school grounds" means any building, structure, and surrounding outdoor grounds contained within the District's legally defined property boundaries as registered in the County Clerk's Office. Smoking or tobacco use is also prohibited within 100 feet of all school entrances, exits and outdoor areas, except where that is a residence or residential property. Furthermore, tobacco use shall not be permitted at any time indoors or on the grounds of any facility owned, operated, leased, or contracted by the District as educational or library service for students pre-k through 12, unless legally excepted.

For purposes of this policy, tobacco is defined to include any lighted or unlighted cigarette, cigar, cigarillo, pipe, bidi, clove cigarette, and any other smoking product and smokeless tobacco, and spit, dip, chew, spitless snuff and/or snuff, smokeless, dip, in any form and electronic cigarettes. **"Electronic cigarette",**

**"e-cigarette" or any device e-Cigarettes, oils, edibles and tinctures made from controlled substances or used for vaping, jewelry or dabbing means an electronic device that delivers vapor which is inhaled by an individual user (including vaporizers, vapor pipes, and vape pens), and shall include any refill, cartridge and any other component of such a device.**

### **Tobacco Promotion**

Tobacco promotional items (i.e., brand names, logos, and other identifiers), including clothing, bags, lighters, and other personal articles, are not permitted on school grounds, in school vehicles, or at school-sponsored events. Tobacco advertising is prohibited in all school-sponsored publications and at all school-sponsored events. Tobacco industry sponsorship and marketing (eg. Gifts, funding, or parent/classroom educational materials from the tobacco industry) is prohibited. When possible, school libraries shall order periodicals with a request for school editions which exclude tobacco advertising.

### **Closed Campus**

No student may leave the school campus during breaks in the school day to use a tobacco product. Signs to this effect will be posted at appropriate locations. School authorities shall consult with local law enforcement agencies to enforce laws and District policies that prohibit the sale of tobacco to minors, within the immediate proximity of school grounds.

The school administrator shall notify students, families, education personnel, and school visitors of the tobacco-free policy in handbooks and newsletters, on posted notices or signs at every school entrance and other appropriate locations, and by other efficient means. Public announcements will be made at District-sponsored events such as public board of education meetings, sporting events, musical concerts, open houses, and parent/family activity events. Outside interest groups who use District facilities will be notified in writing regarding this Tobacco Policy. To the extent possible, schools and districts may use local media to publicize the policies and help influence community norms about tobacco use.

### **Enforcement**

The District shall designate school officials to enforce this policy and to address any violations. All staff members are asked to cooperate and to report violations to the designated administrator. Any tobacco product, rolling papers, or other paraphernalia, lighter, matches, or similar incendiary devices found in the possession of a [minor] student shall be confiscated by staff and discarded. Students and employees also may be subject to relevant sanctions as determined by written school policy, including disciplinary action. Student participation in a tobacco cessation program and/or tobacco education class may be allowed. Other individuals in violation of this policy will be asked to refrain or leave the premises. School staff shall be encouraged to participate in training on the correct and fair enforcement of tobacco-free policies.

### **Instructional Program Design**

Tobacco use prevention education shall be integrated within the comprehensive health education. The educational program shall be based on theories and methods that have been proven effective by published research and consistent with the New York State health education standards.

### **Staff Preparation**

Staff responsible for teaching tobacco use prevention shall have access to adequate pre-service training and participate in ongoing professional development activities to effectively deliver the education program as planned.

### **Educational Reinforcement**

Tobacco use prevention education shall be closely coordinated with the other components of the school health program. Tobacco-use prevention concepts shall also be integrated into the instruction of other subject areas to the greatest extent possible.

School instructional staff shall collaborate with agencies and groups that conduct tobacco-use prevention education in the community. School staff shall also help interested students become involved with agencies and other organizations in the community that are working to prevent tobacco use.

#### **Program Availability**

The school health program shall include referrals to community resources and programs to help students and staff overcome tobacco addiction. School counselors or community agencies are encouraged to establish voluntary tobacco use cessation programs at school.

#### **Program Attendance**

Attendance or completion of a tobacco use cessation program shall not be mandatory for anyone or used as a penalty. Attendance or completion of a tobacco use cessation program is allowed as a voluntary substitute to suspension for possession or use of tobacco.

#### **Cooperation**

The existence of a tobacco-free environment for the benefit of all who occupy School District property will depend upon the thoughtfulness, consideration, and cooperation of all school personnel, students, and other individuals on school property. We invite the cooperation and understanding of all individuals in assuming responsibility for keeping our School District premises tobacco-free.

Safe and Drug-Free Schools and Communities Act, 20 United States Code (USC) Section 7101 et seq. Pro-Children Act of 2001, as amended by the No Child Left Behind Act of 2001, 20 United States Code (USC)

Sections 7181-7184

Education Law Sections 409, 2801(1) and 3020-a

Public Health Law Article 13

Adopted: **3/10/15**

### 13.10 Second Reading and Adoption of Policy 5250 Sale and Disposal of School District Property

*Recommended Action:* The Board of Education hereby adopts Policy 5250 as written.

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren

Not Present: Trustee Shands

**20022018** 5250 Non-Instructional/Business Operations

**SUBJECT: SALE AND DISPOSAL OF SCHOOL DISTRICT PROPERTY**

#### **Sale of School Property**

~~No school property shall be sold without prior approval of the Board of Education. However, the responsibility for such sales may be delegated. The net proceeds from the sale of school property shall be deposited in the General Fund.~~

#### **Disposal of District Personal Property**

##### **Equipment**

~~School District equipment that is obsolete, surplus, or unusable by the District shall be disposed of in such a manner that is advantageous to the District.~~

~~The Superintendent will be responsible for selling the equipment in such a way so as to maximize the net proceeds of sale which may include a bona fide public sale preceded by adequate public notice. If it is determined that reasonable attempts to dispose of the equipment have been made and such attempts have not produced an adequate return, the Superintendent or his/her designee may dispose of the equipment in any manner which he/she deems appropriate.~~

##### **Textbooks**

~~Textbooks may lose their value to the educational program because of changes in the curriculum or they contain outdated material and/or are in poor condition.~~

~~If textbooks are no longer useful or usable, the procedures for disposal shall adhere to the following order of preference:-~~

- ~~a. Sale of textbooks. If reasonable attempts to dispose of surplus textbooks fail to produce monetary return to the School District; then~~
- ~~a. Donation to charitable organizations; or~~
- ~~a. Disposal as trash.~~

~~Education Law Section 1709(9) and (11)~~

~~General Municipal Law Sections 51 and 800 et seq.~~

~~Building administrators and support staff supervisors are responsible for identifying obsolete or surplus equipment and supplies within their area(s) of responsibility. Each year, a determination shall be made of which equipment, supplies and/or materials are obsolete and cannot be salvaged or utilized effectively or economically by the school district. Such equipment, supplies, or materials shall be sold through bid procedures, if possible, for the highest possible price.~~

~~The School Business Manager Assistant Superintendent for Business shall be authorized to dispose of obsolete or surplus equipment and supplies in the following manner:~~

- ~~1. reassign the items, as needed, to other locations within the school district;~~
- ~~2. centralize the storage of items of potential usefulness; and/or~~
- ~~3. discard or sell as surplus those items determined to be of no further use or worthless.~~

~~Prior to reassigning, storing, discarding or selling any equipment or supplies (including computer hardware and software), the district shall ensure that all district-related data and information is permanently and completely removed. If such data or information is of a sensitive, personal or confidential nature, and cannot be permanently and completely removed prior to discarding or selling, the equipment or supplies shall be destroyed, and if reassigned or stored, the district shall note that district data or information has not been permanently and completely removed. The district shall also ensure that all district-related data and information is permanently and completely removed from equipment that is leased from a third party, prior to returning the equipment. The district shall work with the third party provider to ensure that district data and information is able to be permanently and completely removed from the equipment.~~

~~Following approval by the Board of Education, items may be sold in the following manner:~~

- ~~1. offer to sell the items to local municipalities or local non-profit organizations;~~
- ~~2. sell items at a public sale or on a Board-approved public online auction site. In the event of a public sale, notice of availability of such equipment, supplies and materials and requests for bids shall be disseminated through announcements in local newspapers and such other appropriate means. The general public, as well as staff members who are not Board members, officers, or involved in the purchasing function, shall be eligible to bid on the equipment, supplies and/or materials; and~~
- ~~3. sell remaining items as scrap for the best obtainable amount or discard in the safest, least expensive manner.~~

~~Ref: General Municipal Law §§51; 800 et seq.~~

~~Ross v. Wilson, 308 NY 605 (1955)~~

~~Matter of Baker, 14 EDR 5 (1974)~~

~~Op. St. Compt. 58-120~~

- 13.11 Second Reading and Adoption of Policy 3271 Solicitation of Charitable Donations  
*Recommended Action:* The Board of Education hereby adopts Policy 3271 as written  
 Motioned: Trustee Warren  
 Seconded: Trustee Ratcliff  
 Result: Unanimous  
 Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren  
 Not Present: Trustee Shands

~~2002 22018~~ 3271 Community Relations **SUBJECT: SOLICITATION OF CHARITABLE DONATIONS FROM SCHOOL CHILDREN**

Direct solicitation of charitable donations from children in the District schools on school property during regular school hours shall not be permitted. It will be a violation of District policy to ask District school children directly to contribute money or goods for the benefit of a charity during the hours in which District students are compelled to be on school premises.

However, this policy does not prevent the following types of fund raising activities:

- a. Fund raising activities which take place off school premises, or outside of regular school hours during before-school or after-school extracurricular periods;
- b. Arms-length transactions, where the purchaser receives a consideration for his/her donation. For example, the sale of goods or tickets for concerts or social events, where the proceeds go to charity, shall not be prohibited as the purchaser will receive consideration – the concert or social event – for the funds expended;
- c. Indirect forms of charitable solicitation on school premises that do not involve coercion, such as placing a bin or collection box in a hallway or other common area for the donation of food, clothing, other goods or money. However, collection of charitable contributions of food, clothing, other goods or funds from students in the classroom or homeroom is prohibited.

The Board of Education ~~shall ultimately decide which~~ reserves the right to determine which organizations, groups, etc. can solicit charitable donations and for what purposes, as long as the activities comply with the terms of this policy and the Rules of the Board of Regents.

~~Regulations shall be developed by the administration to implement this policy.~~

8 New York Code of Rules and Regulations

(NYCRR) Section 19.6

New York State Constitution Article VIII, Section 1

Education Law Section 414

NOTE: Refer also to Policy #7450 – Fund Raising by Students

#### 14. Independent Contract Retainers

##### 14.01 Approve all ICRs (proposed 9:10)

*Recommended Action:* The Board of Education hereby approves the Independent Contract Retainers in items 14.02-14.12

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren

Not Present: Trustee Shands

##### 14.02 ICR- Bouchard

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Corinne Bouchard as a mentor in advanced music composition effective October 24, 2017 to May 31, 2018 at a rate of \$250.00 stipend to a maximum of \$250.00 and authorizes the Superintendent to sign such an agreement.

##### 14.03 ICR- Calobro

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Louis Calobro as a Neuropsychologist effective July 1, 2018 to June 30, 2019 at a rate of \$2,700.00 to \$3,500.00 per evaluation to a maximum of \$7,000.00 and authorizes the Superintendent to sign such an agreement.

##### 14.04 ICR- Collymore

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Dr. Simone Collymore as a Neuropsychologist effective July 1, 2018 to June 30, 2019 at a rate of \$3600.00 per evaluation to a maximum of

\$7,200.00 and authorizes the Superintendent to sign such an agreement.

14.05 ICR - Complete OT/PT

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Complete OT/PT/SLP Services PCCC. as an Occupational Therapist for student # 1107 effective July 1, 2018 to June 30, 2019 at a rate of \$200.00 per hour to a maximum of \$18,000.00 and authorizes the Superintendent to sign such an agreement.

14.06 ICR - DeVre

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Jean C. DeVre as an Orton Gillingham Multisensory Tutor effective July 1, 2018 to June 30, 2019 at a rate of \$75.00 per hour to a maximum of \$8,000.00 and authorizes the Superintendent to sign such an agreement.

14.07 ICR- LearnWell

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and EI US, LLC dba LearnWell as a provider of educational tutoring services in a hospital or behavioral health center setting effective July 1, 2018 to June 30, 2019 at a rate of \$57.00 per hour to a maximum of \$10,000.00 and authorizes the Superintendent to sign such an agreement.

14.08 ICR - Marcellino

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Thomas Marcellino, PT as a Physical Therapist for student #1107 effective July 1, 2018 to June 30, 2019 at a rate of \$185.00 per hour to a maximum of \$16,000.00 and authorizes the Superintendent to sign such an agreement

14.09 ICR - Partnership for Education

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Partnership for Education effective July 1, 2018 to June 30, 2019 as a provider of Bilingual Psychological & Social evaluations at a rate of \$1,500.00 per evaluation, Bilingual Speech Language, OT and PT evaluations at a rate of \$1,100.00 per evaluation, Monolingual Psychological & Social evaluations at a rate of \$1,000.00 per evaluation, Monolingual Speech Language, OT and PT evaluations at a rate of \$850.00 and Related OT, PT, and Speech Language Services at a rate of \$65.00 per 30 minutes, \$85.00 per 45 minutes and \$105.00 per 60 minutes, to a maximum of \$5,000.00, and authorizes the Superintendent to sign such an agreement

14.10 ICR - Perry

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Lorri Perry – Kingston Audiology Center as an Audiologist effective July 1, 2018 to June 30, 2019 at a rate of \$150.00 per hearing evaluation to a maximum of \$3,000.00 and authorizes the Superintendent to sign such an agreement.

14.11 ICR - Staples

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Susan Staples as a Consulting Psychologist for school Neuropsychological evaluations effective July 1, 2018 to June 30, 2019 at a rate of \$2,200.00 per evaluation to a maximum of \$6,600.00 and authorizes the Superintendent to sign such an agreement.

14.12 ICR - Tankard

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Deborah Tankard as an Assistive Technology Evaluator effective July 1, 2018 to June 30, 2019 at a rate of \$140.00 per hour to a maximum of \$3,000.00 and authorizes the Superintendent to sign such an agreement

**15. Consent Agenda**

15.01 Approve Consent Agenda (proposed 9:15)

*Recommended Action:* The Board of Education hereby approves consent agenda item numbers 15.02-15.07

Motioned: Trustee Ratcliff

Seconded: Trustee Osmond

Motion to separate Item 15.03 Personnel Agenda off the Consent Agenda

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Failed

Result: Passed

Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Ratcliff Trustee Warren

Nay: Trustee Storey

Not Present: Trustee Shands

15.03 Personnel Agenda

RESIGNATIONS: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Eldridge, Jonathan	Music Teacher/HS	6/30/18	Personal

## LEAVE OF ABSENCES: INSTRUCTIONAL

NAME	EMPLOYEE #	EFFECTIVE DATE FROM - TO	REASON
Hoyt-Friedman, Jacob	3120	9/1/18 – 6/30/19	Unpaid Parental Leave

## EXTRA DUTY STIPENDS 2018/2019

NAME	POSITION	AMOUNT
Burkhardt, Patrick	Track Cross Country – Head Coach	\$4,017.00
Hoyt-Friedman, Jacob	Soccer Varsity Head Coach (Girls)	Rescind
King, Thomas	Soccer – JV – Head Coach (Girls)	Rescind
King, Thomas	Soccer Varsity Head Coach (Girls)	\$4,760.00

## RESIGNATIONS: NON-INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Husarek, Leslie	Monitor/High School	6/30/2018	Retirement
VanLeuvan, Nathan	Building Maintenance Mechanic	7/28/2018	Retirement

## LEAVE OF ABSENCES: NON-INSTRUCTIONAL

NAME	EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
	3239	4/4/18 (1/2 Day) – 7/2/18	Unpaid medical Extension

## APPOINTMENT: NON-INSTRUCTIONAL

## PROBATIONARY APPOINTMENT

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY STEP	REMARKS
Kight, Heather	Registered Professional Nurse/District	8/1/18 – 2/28/19	Step 1	Replace M. Panza

## APPOINTMENT: NON-INSTRUCTIONAL

## POSITION CHANGE

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Casey, Lisa	12 Month 40 hr. Senior Typist	7/1/18	From 12 Month 37.5 hr. Typist
Evans, Rebecca	12 Month 40 hr. Typist	7/1/18	From 10 month 37.5hr Typist

## APPOINTMENT: NON-INSTRUCTIONAL

## TEMPORARY APPOINTMENT

NAME	POSITION/SCHOOL	EFFECTIVE DATE	RATE	REMARKS
Benjamin, Scott	Summer School Bus Driver	7/1/18-8/31/18	On Step	
Benjamin, Stewart	Summer School Bus Driver	7/1/18-8/31/18	On Step	
Weber, Anthony	Summer School Bus Driver	7/1/18-8/31/18	On Step	
Wolfrom, William	Summer School Bus Driver	7/1/18-8/31/18	On Step	
Billadeau, Brenda	Summer School Bus Attendant	7/1/18-8/31/18	On Step	
Bonestell, Bernice	Summer School Bus Attendant	7/1/18-8/31/18	On Step	
Hilty, Michele	Summer School Bus Attendant	7/1/18-8/31/18	On Step	
Kelder, Patricia	Summer School Bus Attendant	7/1/18-8/31/18	On Step	
Roberts, Carole	Summer School Bus Attendant	7/1/18-8/31/18	On Step	
Blakely, Sabrina	Summer Academy Nurse	7/5/18 – 7/28/18	\$39.00/hr	Sharing w/M.Panza and S.Elmendorf
Elmendorf, Suellen	Summer Academy Nurse	7/5/18 – 7/28/18	\$39.00/hr	Sharing w/M.Panza and S.Blakely
Panza, Marcia	Summer Academy Nurse	7/5/18 – 7/28/18	\$39.00/hr	Sharing w/S.Blakely and S.Elmendorf
Blakely, Sabrina	Summer Nursing Hours	6/25/18 – 8/31/18	Hourly	Up to 32.5 Hours
Elmendorf, Suellen	Summer Nursing Hours	6/25/18 – 8/31/18	Hourly	Up to 32.5 Hours

Hansen, Karen	Summer Nursing Hours	6/25/18 – 8/31/18	Hourly	Up to 50 Hours
Kight, Heather	Summer Nursing Hours	6/25/18 – 8/31/18	\$39.82	Up to 32.5 Hours
Hapeman, Deborah	Custodial Worker/District	06/25/18 – 08/31/18	\$12.00/hr	Summer Position
Chan, Sam	Custodial Worker/District	06/25/18 – 08/31/18	\$12.00/hr	Summer Position
Fisher, Jared	Custodial Worker/District	06/25/18 – 08/31/18	\$12.00/hr	Summer Position
Gille, Ella	Custodial Worker/District	06/25/18 – 08/31/18	\$12.00/hr	Summer Position
Jansen, Tina	Custodial Worker/District	06/25/18 – 08/31/18	\$12.00/hr	Summer Position
Marchand-Nazzaro, Hailey	Custodial Worker/District	06/25/18 – 08/31/18	\$12.00/hr	Summer Position
Sommer, Rachel	Custodial Worker/District	06/25/18 – 08/31/18	\$12.00/hr	Summer Position
VanLeuvan, Maria	Custodial Worker/District	06/25/18 – 08/31/18	On Step	Summer Position

#### 15.02 Approve Schedule U - The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #6/18, Confidential, as reviewed by Trustee Salem

#### 15.04 Surplus Items

*Recommended Action:* The Board of Education declares the following items as surplus and authorizes the sale or disposal of this item:

GE Oven: Tag # 13052

Water Cooler Tower (Brand NA): Tag NA

2 Small Book Shelves: Tag NA

One Radio/CD Player (Trutech): Tag: NA

Paper Towel Dispenser: Tag NA

Table: Tag NA

Scale: Detecto: Tag 20187

Located in PE Shed

2 Wii consoles

1 XBOX

10 small individual mats

2 bases for volleyball standards

1 large sports equipment rack

#### 15.05 Approve Raise and new Terms and Conditions for Central Confidential Staff and Treasurer

*Recommended Action:* The Board of Education hereby approves a \$2,000 raise for each member of the Confidential Staff and the Treasurer for the 2018-2019 school year. The Board of Education hereby approves the revised terms and conditions for the Confidential Staff and the 2018-2019 contract for the Treasurer

#### 15.06 Authorize Action to Quiet Title

*Recommended Action:* WHEREAS, by resolution dated February 7, 2017, the Board of Education of the Onteora Central School District (“District”) entered into a Contract of Sale for the sale of the former West Hurley Elementary School property to Kerry Danenberg (the “Purchaser”); and WHEREAS, the Purchaser has notified the District of an issue regarding a purported



right-of-way bisecting the property; and  
WHEREAS, the District is desirous of taking reasonable steps to quiet title to the property with regard to the purported right-of-way, and the Purchaser wishes to assist the District in doing so; and  
WHEREAS, the Parties entered into an agreement dated May 1, 2018 regarding the resolution of the purported right-of-way issue; and  
WHEREAS, the District has retained James Bacon, Esq. as special counsel to assist the District with quieting title to the property with regard to the purported right-of-way:  
NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Education of the Onteora Central School District authorize its attorneys to commence all necessary proceedings to quiet title to the West Hurley Elementary School property regarding a purported right-of-way bisecting the property.

15.07 Approve Contract with Orthopedic Associates for an Athletic Trainer

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve contract between the Onteora Central School District and Orthopedic Associates of Dutchess County, P.C. for Athletic Trainer/Sports Medicine Services effective August 1, 2018 through June 30, 2019 in the amount of \$50,000.00 to a maximum of \$50,000.00 and authorizes the Superintendent to sign such an agreement.

15.08 Approve Change Order

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve Change Order #001 decreasing the contract between Nicky Diggs Excavation and the Onteora Central School District for the Radon Gas Mitigation Project at Phoenicia Elementary School in the amount of \$5,500.00 and authorizes the Superintendent to sign such a change order.

## 16. Committee Reports

16.01 Audit Committee - Trustee Salem to report. Next meeting is at Central Administration on 6/11/18 (proposed 9:20)

16.02 Facilities Committee - Trustee Storey to report. Next meeting is in the Bennett School at 3:30 on 6/14/18

Met at Woodstock to do site tour

- Bennett playground – shade structure has been installed
- Bennett stage curtains “shades” was approved by SED
- Partitions for gym – bid opening is June 12<sup>th</sup>
- Phoenicia Radon Project approved by SED
- Science classroom – in SED moved to engineering

16.03 Policy Committee - Trustee Salem to report. Next meeting is at Central Administration on TBD

Will meet next week to continue with 2002 policies

## 17. Old Business

17.01 The Board will discuss Old Business (proposed 9:30)  
10:20

**18. New Business**

18.01 The Board will discuss New Business

Need an ad-hoc committee to plan 5,10,15 years of district with declining enrollment- find best practices, underutilized buildings, projected census data and enrollment

Definition of policy – word is used by building administrators – need difference between board policy and building policies – should say directive or procedure

- Word policy is misused – if there is an issue in school and they are told it is policy, they need to follow chain of command

**19. Request For Information**

19.01 Discuss Requests for Information

Trustee Osmond – get more information about micro aggression

Trustee Salem summary of Diversity Cadre’s work for the year

**20. Adjournment**

20.01 Adjourn Meeting. Next meeting is Tuesday, June 19, 2018 in the Phoenicia School (proposed 9:40)

*Recommended Action:* Motion to adjourn the meeting at 10:30

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff Trustee Warren

Not Present: Trustee Shands

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Lindsay Shands, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren