

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

MEETING: REGULAR
DATE: December 9, 2019
TIME: 6:30 PM
PLACE: HS Library

**Board Action Items*

A. CALL MEETING TO ORDER/PLEDGE OF ALLEGIANCE

B. APPOINT CLERK PRO TEM-Zoe Kolczynski: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Zoe Kolczynski** as clerk pro tem for the December 9, 2019 regular meeting.

***C. EXECUTIVE SESSION:** *I move that the Board enter executive session to discuss RFP Process for school attorney.*

D. 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.

***E. APPROVAL OF AGENDA**

F. ACCEPTANCE OF MINUTES

- F.1. Minutes of the November 12, 2019 Regular Meeting

G. ACCEPTANCE OF TREASURER'S REPORT

H. RECOGNITIONS:

Paul Lahue- Scholar Athletes

Dr. Christopher Brown-Jennifer Kerrick, Bus Driver

I. ADMINISTRATORS' REPORTS

I.1. Dr. Christopher Brown –Whole Child Committee Update

***J. 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.

J.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 **Ginger Dailey** and **Kaitlin O'Connor** as Substitute Teachers for the 2019-20 school year.

J.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 **Brendan Bode, Ginger Dailey and Kaitlin O'Connor** as Substitute Teaching Assistants for the 2019-20 school year.

J.1.c. Substitute Bus Driver: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Nevin Benedict** as Substitute Bus Driver for the 2019-20 school year.

J.1.d. Rescind Appointment Substitute Social Worker: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Christine Helmer** as Substitute Social Worker for the 2019-20 school year.

J.1.e. Appoint Aide-Kaley Slentz: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Kaley Slentz** as an aide for athletic competition, at the per hour rate per MW Teacher Aides, Teaching Assistants and Clerical Employees Association, effective November 22, 2019.

J.2. Long Term Substitute Art Teacher: Deborah Poplasky: 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 30.3 of the Rules of the Board of Regents, upon the recommendation of the Superintendent, does hereby appoint **Deborah Poplasky**, as a 1.0FTE long term substitute art teacher from approximately January 6, 2020 through approximately February 13, 2020, at Step 5, of the current teacher contract.

J.3. 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 2019-20 school year.

J.4. 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:

4321.5 Confidentiality and Access to Individualized Education Programs

4321.8 Impartial Hearing Officer Appointment and Compensation

4321.9 Declassification of Students with Disabilities

4321.10 Programs and Services for Parentally-Placed Non Public School Students with Disabilities

4321.11 Public Report on Revisions to District Policies, Practices and Procedures

4321.13 Pre-School Education

4321.14 Special Education Personnel

5741 Drug and Alcohol Testing for School Bus Drivers and other Safety-Sensitive Employees

J.5. Amend 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
13.01-1-5.2	\$1541.01	\$ 293.80	\$ (1,247.21)	Ag exemption correction
Town of Gorham				
130.00-1-14.110	\$ 729.60	\$ 240.15	\$ (489.45)	Good Cause STAR Exempt
141.17-2-7.000	\$ 14,054.35	\$ 13,150.17	\$ (904.18)	Lower Assessment Correction
113.158-1-1.000	\$ 13,549.17	\$ 12,187.44	\$ (1,361.73)	Lower Assessment Correction
Village of Rushville				
4.29-1-5	\$ 1,210.95	\$ 713.95	\$ (497.00)	Good Cause STAR Exempt
Town of Seneca				
160.00-1-26.00	\$ 1256.55	\$ 763.09	(\$493.46)	Good Cause STAR Exempt
145.00-1-41.111	\$ 2,813.11	\$ 2,319.64	(\$493.47)	Good Cause STAR Exempt
School Difference	\$ (5,471.21)			
Library	\$ (15.29)			
Total Warrant Change	\$ (5,486.50)			

J.6. Amend 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 Amended Tax Collector's Report.

J.7. 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.

J.8. Approve Annual Reserve Narrative/Plan: Be it resolved that upon the recommendation from the Audit Committee, the Board of Education of the Gorham-Middlesex Central School District does hereby approve the Annual Reserve Narrative/Plan.

J.9. Accept the Annual Single Audit Report: Be it resolved that upon the recommendation of the Audit Committee, the Board of Education of the Gorham-Middlesex Central School District does hereby accept the **Annual Single Audit Report** for the 2018-19 School year.

J.10. Accept Annual Extra classroom Audit: Be it resolved that upon the recommendation of the Audit Committee, the Board of Education of the Gorham-Middlesex Central School District does hereby accept the **Annual Extra Classroom Audit** for the 2018-19 School year.

J.11. Accept the Annual Extra classroom Corrective Action Plan: Be it resolved that upon the recommendation of the Audit Committee, the Board of Education of the Gorham-Middlesex Central School District does hereby accept the **Annual Extra Classroom Corrective Action Plan** for the 2018-19 School year.

J.12. Accept Contract/Proposal for Special Education High Cost STAC Processing: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby accept to contract with **Capture Aide** for Special Education High Cost STAC Processing.

J.13. ACCEPT BID: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does accept the bid for removal of solid waste and recycling from **Casella Waste, Inc.** in the amount of \$1938.25 per month for the period of January 1, 2020 through December 31, 2020.

J.14. 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.

K. Public Access to the Board

L. Board Member Items:

1. Audit Committee Minutes 11/26 5pm
2. Buildings and Grounds Committee 12/17 5:30pm
3. Letters re: Immunization HPV Vaccine-Phyllis
4. Four County:
 - 11/19 General Membership Meeting (share information from meeting)
 - 12/5 Board of Directors Meeting (share information from meeting)
 - 12/18 Legislative Committee Meeting w/Board of Directors

M. EXECUTIVE SESSION, if needed

N. Adjourn Meeting

**GORHAM-MIDDLESEX CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING MINUTES**

November 12, 2019
HS Library

Board Members Present: Sheila Brown, Cindy Hall, Jeff Allen, John Foust, Phyllis Frantel, Sue Campbell, Chad Hunt, Cory Clark, and Keri Link.

Administrators Present: Dr. Christopher Brown, Sharene Benedict, Bonnie Cazer, Clayton Cole, Erica Hasselstrom, Zoe Kolczynski, Paul Lahue, Eric Pasho, Scott Robinson, Andrea Smith and Jenn Taft

Absent: Dan Blankenberg, Lee Ann Shipman, Gil Jackson and Jenn Taft

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

PUBLIC ACCESS TO THE BOARD OF EDUCATION

No comments

Motion by Jeff Allen, seconded by Cindy Hall to approve the agenda.

APPROVAL OF AGENDA

Yes 9 No 0 MC

ACCEPTANCE OF MINUTES

Minutes of the October 15, 2019 Regular Meeting were accepted as submitted.

ACCEPTANCE OF TREASURER'S REPORT

Treasurer's reports were accepted as submitted.

PRESENTATIONS:

Dr. Brown recognized student athletes from Girls Varsity Soccer, Boys Varsity Soccer, Girls Varsity Swimming, Varsity Cheerleaders and Boys Varsity Cross Country.

Brenda Lehman and Erica Hasselstrom-presented to the Board about giving Chromebooks to students. Students at Middlesex Valley have Chromebooks on carts in each homeroom. The Chromebooks don't go home with students. At Gorham Intermediate, Chromebooks are assigned to each student and they don't go home with students either. In Middle School/High Schools Chromebooks are assigned to each student and they do go home with the student. Students and Staff completed a survey about using Chromebooks. There was positive feedback about using Chromebooks in their classes.

ADMINISTRATORS' REPORTS

Dr. Christopher Brown spoke to the Board about a Whitman All Staff Appreciation Day in April. Every employee is important in a school. Dr. Brown would like to get away from individual recognition days.

Unified Bowling is going great. All the students are having fun. The last match Whitman team beat both teams. There will be Unified Basketball in the spring.

Dr. Brown proposed hiring a Special Education Financial Audit. He thanked Andrea Smith and her staff for all they do for students. In this Audit, forms filed will be reviewed and resubmitted if need. The firm will help the District move forward.

Mrs. Kolczynski discussed the school tax collection. We collected 97% of our tax levy for this year. Last year 95% was collected. Funds that weren't collected are rolled to the county. The District will receive the balance in March. Property adjustments were much less this year than in years past.

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 Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Gylla MacGregor** as Substitute Teacher for the 2019-20 school year.

Substitute Teaching Assistant: Be it resolved that upon the recommendation of Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Gylla MacGregor** as Substitute Teaching Assistant for the 2019-20 school year.

Substitute Social Worker: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Christine Helmer** as Substitute Social Worker for the 2019-20 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 **Erin Clark , Gylla MacGregor and Emily Nelson** as Substitute Teacher Aides for the 2019-20 school year.

Substitute Bus Monitor: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby appoint **Rachel Clark** as Substitute Bus Monitor for the 2019-20 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 **Michael Cupp** as Substitute Cleaner for the 2019-20 school year.

Appoint Groundskeeper-Matthew Hulse: Be it resolved that upon the recommendation of Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby grant **Matthew Hulse** full time probationary civil service appointment as a Groundskeeper, at the rate per Custodial, Maintenance and Food Service Employees Association, effective November 12, 2019, with a probationary period from November 12, 2019 through November 12, 2020.

Appoint Teacher Aide-Catherine Young: Be it resolved that upon the recommendation of Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby grant **Catherine Young** full time probationary civil service appointment as a Teacher Aide, at the rate per Teacher Assistants, Teacher Aides and Clerical Association contract, effective November 13, 2019, with a probationary period from November 13, 2019 through November 13, 2020.

Resignation-Wellness Coordinator Stephanie Bode: 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 **Stephanie Bode** as Wellness Coordinator effective October 31, 2019.

Amend Activity Advisor: 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 2019-20 school year:

Activity Advisor	Teacher	Stipend
Spelling Bee Coordinator	Gwen Winkler	\$315.00

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
Unified Bowling Coach	Patrick Prusinowski	\$1028	0	\$1028

Winter Percussion/Winter Guard 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:

Position	Name	Stipend
Winter Guard Director	Heather Clark	\$2606
Winter Percussion Director	Aaron Scott	\$1092

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 2019-20 school year:

Mentor	New Teacher	Year
Michelle Frieda	Ashley Watson	3
Naomi Pritchard	Tessa Stone	2

Rescind Mentor: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby rescind the Mentor appointment for Andrea Robertson.

Amend REACH Appointments: Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Gorham-Middlesex Central School District does hereby make the following appointments for the 2019-20:

Position	Name	Stipend
McKinney Vento Teacher Aide	Jan Lewis	\$11.43per hour

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 **Holly Blueye, Matthew Bond, John Mirras, Catrina Oswald, Tessa Stone and Lisa Wizeman** as PASS program tutors for the 2019-20 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 and Amanda Cooney** as Supervisor of 3-5pm Structured Secondary Student Period per hourly rate in MW Teacher contract.

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 Gorham Intermediate yearly building per diem substitute, **Nicole Barber**.

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 2019 Winter semester:

Keuka College

Valerie Boudrieau Field Experience Lisa Orlando
Duration: December 9, 2019 through January 17, 2020

Jordan Cole Observing Paul Lahue

Duration: December 9, 2019 through January 17, 2020

Crane School of Music

Jonathan Lasek

Observing

Corrine DeRue

Duration: December 16-18, 2019

Empire State College

Erin (Becca) Jensen

Observing

Science Dept.

Duration: October 31, 2019 through January 17, 2020

Donation: 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 **Elementary PTO** donation of school supplies valued at \$150.00.

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 2019-20 school year.

Accept 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 Teachers' Association addressing **Evaluators**.

Accept 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 Teachers' Association addressing **Parent-Teacher Conferences Grades PreK-6**.

Accept 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 Teachers' Association addressing **Modified Track Coach**.

Accept Memorandum of Understanding: 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 understanding with the Marcus Whitman Central School District and **Finger Lakes Child Abuse Response Team/Multidisciplinary Child Abuse Team of Ontario County, NY**.

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
13.01-1-5.2	\$1541.01	\$ 293.80	\$ (1,247.21)	Ag exemption correction
Town of Gorham				
130.00-1-14.110	\$ 729.60	\$ 240.15	\$ (489.45)	Good Cause STAR Exempt
141.17-2-7.000	\$ 14,054.35	\$ 13,150.17	\$ (904.18)	Lower Assessment Correction
113.158-1-1.000	\$ 13,549.17	\$ 12,187.44	\$ (1,361.73)	Lower Assessment Correction
Village of Rushville				
4.29-1-5	\$ 1,210.95	\$ 713.95	\$ (497.00)	Good Cause STAR Exempt
School Difference	\$ (4,484.28)			
Library	\$ (15.29)			
Total Warrant Change	\$ (4,499.57)			

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 Amended Policies: *This item was pulled*

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 9 No 0 MC

Motion by Jeff Allen, seconded by Cory Clark to approve the following resolution.

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:

4311.1 Display of the Flag

4315.1 AIDS Instruction

4321 Programs for Students with Disabilities Under the IDEA and NY Education Law Article 89

4321.7 Districtwide and Statewide Assessments of Students with Disabilities

1500 Public Use of School Facilities

4321.1 Provision of Special Education Services in the Least Restrictive Environment

4321.2 School Wide Pre-Referral Approaches and Interventions

4321.3 Allocation of Space for Special Education Programs

4321.4 Independent Educational Evaluations

4321.6 Availability of Alternative Format Instructional Materials for Students with Disabilities

Yes 9 No 0 MC

Motion by Jeff Allen, seconded by Cory Clark to approve the following resolution.

BOND RESOLUTION DATED NOVEMBER 12, 2019. (ROLL CALL VOTE NEEDED)

A RESOLUTION AUTHORIZING THE ISSUANCE OF AN ADDITIONAL \$5,000,000 BONDS OF THE GORHAM-MIDDLESEX CENTRAL SCHOOL DISTRICT, ONTARIO AND YATES COUNTIES, NEW YORK, TO PAY PART OF THE COST OF THE RECONSTRUCTION OF VARIOUS SCHOOL DISTRICT FACILITIES, IN AND FOR SAID SCHOOL DISTRICT.

WHEREAS, at the Special District Meeting of the qualified voters of the Gorham-Middlesex Central School District, Ontario and Yates Counties, New York (the "School District"), held on September 17, 2019, a proposition was duly adopted authorizing the Board of Education to expend an additional \$5,000,000, in addition to the previously authorized \$28,994,000, for the reconstruction of and construction of improvements to School District buildings and facilities (including a new addition to the Middle/High School and a new High School concession stand), together with site work, furnishings, equipment, machinery, apparatus, appurtenances, and incidental improvements and expenses in connection therewith, to be funded through the levy of a tax therefor to be collected in annual installments provided by Section 416 of the Education Law, with obligations of said School District to be issued in anticipation thereof; and

WHEREAS, the Board of Education has heretofore authorized the issuance of \$26,670,600 bonds and the expenditure of \$2,323,400 Capital Project Reserve Fund monies therefor and now wishes to authorize an additional \$5,000,000 bonds therefor; and

WHEREAS, all conditions precedent to the financing of said capital project, including compliance with the provisions of the State Environmental Quality Review Act ("SEQRA") as a "Type I Action", have been performed and it has been determined that said capital project will not result in any significant adverse environmental impact; NOW, THEREFORE, BE IT

RESOLVED, by the affirmative vote of not less than two-thirds of the total voting strength of the Board of Education of Gorham-Middlesex Central School District, Ontario and Yates Counties, New York, as follows:

Section 1. For the purpose of paying part of the cost of the reconstruction of and construction of improvements to School District buildings and facilities (including a new addition to the Middle/High School and a new High School concession stand), together with site work, furnishings, equipment, machinery, apparatus, appurtenances, and incidental improvements and expenses in connection therewith, in and for Gorham-Middlesex Central School District, Ontario and Yates Counties, New York, there are hereby authorized to be issued an additional \$5,000,000 bonds of said School District.

Section 2. The maximum estimated cost of the aforesaid class of objects or purposes is now determined to be \$33,994,000, which class of objects or purposes is hereby authorized at said revised maximum estimated cost, and the plan for the financing thereof is as follows:

- a) by the issuance of not exceeding \$26,670,600 bonds and the expenditure of \$2,323,400 Capital Project Reserve Fund monies of said School District authorized in accordance with the provisions of the bond resolution duly adopted by the Board of Education of said School District on October 15, 2018; and
- b) by the issuance of an additional \$5,000,000 bonds herein authorized.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is 30 years, pursuant to subdivision 97 of paragraph a of Section 11.00 of the Local Finance Law, computed from June 27, 2019, the date of issuance of the first bond anticipation note for said class of objects or purposes.

Section 4. The faith and credit of said Gorham-Middlesex Central School District, Ontario and Yates Counties, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property in said School District, a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the President of the Board of Education, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said President of the Board of Education, consistent with the provisions of the Local Finance Law.

Section 6. All other matters except as provided herein relating to the bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue bonds with substantially level or declining annual debt service, shall be determined by the President of the Board of Education, the chief fiscal officer of such School District. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the President of the Board of Education shall determine consistent with the provisions of the Local Finance Law.

Section 7. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said School District is not authorized to expend money, or
- 2) The provisions of law which should be complied with as of the date of publication of this resolution are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 8. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies

are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 9. This resolution, which takes effect immediately, shall be published in summary form in the official newspaper of said School District for such purpose, together with a notice of the School District Clerk substantially in the form provided in Section 81.00 of the Local Finance Law.

A Roll Call Vote was taken:

Phyllis Frantel Yes
John Foust Yes
Chad Hunt Yes
Keri Link Yes
Jeff Allen Yes
Cory Clark Yes
Sue Campbell Yes
Cindy Hall Yes
Sheila Brown Yes

Yes 9 No 0 MC

Public Access to the Board

Karen Shoemaker, Stanley: Mrs. Shoemaker thanked the people involved with the Veteran's Day Concert. Very well received. Students that were at the meeting tonight are very good students and they are involved in many different programs the school offers.

Sheila mentioned it was very nice to see every branch of the Armed Forces recognized. Phyllis volunteered at the dinner for senior citizens and after two speakers were done presenting. Dr. Brown handed out two Whitman camo hats.

Mabel Deal, Stanley: She wished everyone at very healthy safe Thanksgiving. Mabel is glad to hear we will be acknowledging all staff for the Whitman All Staff Appreciation.

Board Member Items:

Safety Committee Minutes

4CSBA General Membership Meeting 11/19:Chris, Sheila, John, Phyllis and Cindy will be attending NYSSBA Convention

Cindy: attended eight sessions at the convention. A few of the sessions were: Community Engagement, Super Eval program, Shared Services, Financial Statements, Creating a Diversion Program, Student Bullying/Cyberbullying, My Brother's Keeper and Farm to Table. Cindy was pleased with these presentations felt they were informative and many great ideas.

Sue was glad she went. This was her first year going. NYSSBA did a great job with topics and speakers. She also attended the Super Eval program and feels the Board needs to improve the process on how they evaluate the Superintendent.

John was impressed how large the convention was. He attended sessions on Developing relationships with your Superintendent and another session Wearing Many Hats being a community member, parent and Board member.

Phyllis really liked the compact book that was handed out. You could narrow down the sessions you wanted to attend. The convention offers something for everyone.

Sheila attended the pre-convention law some of the topics discussed were communication, data privacy, student immunizations, mental health, substance abuse. She also attended the annual meeting. Some of the topics discussed were Board officer training and training of Board members.

Upcoming Meetings:

Audit Committee Nov. 26 5pm

Genesee Valley School Boards Assn.

November 21 Creating LGBTQ and Inclusive Schools Training

Executive Session: *I move that the Board enter executive session to discuss employment history of particular employees.*

EXECUTIVE SESSION Motion by Jeff Allen, seconded by Keri Link at 7:55pm for the Board to enter executive session to discuss the employment history of a particular person.
Yes 9 No 0 MC

Motion by Jeff Allen, seconded by Keri Link to adjourn the meeting at 9:02pm.

Respectfully Submitted,

Sharene Benedict
District Clerk

(X) Required Local Notice

**CONFIDENTIALITY AND ACCESS TO INDIVIDUALIZED EDUCATION PROGRAMS,
INDIVIDUALIZED EDUCATION SERVICES PROGRAMS AND SERVICE PLANS**

The Board of Education recognizes the importance of ensuring the confidentiality of personally identifiable data pertaining to a student with a disability. Personally identifiable data will not be disclosed by any school district employee or member of a CSE/CPSE to any person (other than the parent of such student), organization or agency unless the parent or guardian of the child provides written consent; there is a valid court order for such information; or disclosure is permitted by law.

Personally identifiable data is defined in the policy on Student Records, 5500.

The Board of Education, while acknowledging the confidentiality requirement, believes that in order for each student with disabilities to receive the full benefit of his/her Individualized Education Program (IEP), Individualized Education Services Program (IESP) or Service Plan (SP), individuals responsible for implementing the program or plan must, prior to the implementation, fully understand the scope of their responsibility and the specific accommodations, modifications and supports to be provided.

To this end, this policy establishes procedures to ensure that any person having both direct contact with a student with an IEP, IESP or SP and a responsibility to provide a service, accommodation or program modification for the student in accordance with that student's IEP, IESP or SP shall be informed of his/her responsibilities under the IEP, and shall receive or have access to a copy of the student's IEP, IESP or SP as specified below.

I. IEP, IESP or SP Copies

At a CSE, CSE Subcommittee or CPSE meeting for each student, a determination will be made as to which general education teachers, special education teachers, related service providers and other service providers are responsible for implementing the recommendations on the student's IEP, IESP or SP. "Other service provider" means a representative of another public school district, charter school, BOCES program, child care institution school, Special Act

school district, State-supported school, approved private in-state or out-of-state school and an approved preschool provider where the student receives or will receive IEP, IESP or SP services.

The CSE, CSE Subcommittee and CPSE Chairpersons shall ensure that a paper or electronic copy of each student's IEP, IESP or SP is provided to each regular education teacher, special education teacher, related service provider and/or other service provider who is responsible for implementation of the program or plan. These individuals responsible for implementing an IEP, IESP or SP shall, in turn, ensure that all paraprofessionals (teacher aides and teacher assistants) and other providers responsible for assisting in implementation are given the opportunity to review their copy of the IEP, IESP or SP prior to program implementation as well as have ongoing access to such copy.

II. Notification of Responsibilities

In addition to disseminating copies of a student's IEP, IESP or SP, CSE, CSE Subcommittee and CPSE Chairpersons must designate one or more professional employees of the district with knowledge of the student's disability and program to inform each regular education teacher, special education teacher, related service provider, other service provider, paraprofessional, and other provider and support staff person of his or her responsibility to provide specific accommodations, program modifications, supports and/or services for the student in accordance with the IEP, IESP or SP. In selecting the professional staff person(s), the chairperson could select him/herself for this responsibility, another administrator, or a teacher, related service provider or other professional, as appropriate.

III. Confidentiality

All copies of a student's IEP, IESP or SP provided or made accessible under this policy must remain confidential, and shall not be redisclosed to any other person, except in accordance with the Individuals with Disabilities Education Act (IDEA) and the Family Educational Rights and Privacy Act (FERPA). To ensure such confidentiality, the CSE and CPSE Chairpersons shall include with each IEP, IESP or SP copy provided or made accessible under this policy, a copy of the Board's policy on student records (Policy 5500). All IEP, IESP or SP copies must remain in a secure location on school grounds at all times. If IEP copies are transmitted and/or provided electronically, security systems (e.g., password protect a file or folder) must be implemented to prevent unauthorized internal and external access to the student's IEP, IESP or SP.

IV. Documentation

The designated professional employee(s) defined in section II above shall obtain the signature of each person covered by this policy, indicating that he or she:

1. has received either a copy of the student's IEP, IESP or SP or the opportunity to review the IEP, IESP or SP prior to its implementation, as required under state law and regulation;
2. has been informed of their responsibilities for implementation;
3. has knowledge of where the IEP, IESP or SP is to be maintained; and
4. has an understanding of the confidentiality requirements.

At the end of the school year or whenever the IEP has been revised, the CSE and CPSE Chairperson shall collect all IEP copies provided under this policy and destroy them.

Cross-ref: 4321, Programs for Students with Disabilities Under IDEA and Article 89
5500, Student Records

Ref: Individuals with Disabilities Education Act (IDEA), 20 USC §§1400 et seq.
Family Educational Rights and Privacy Act (FERPA), 20 USC §1232g; 34 CFR Part 99
Education Law §4402(7)
8 NYCRR §§200.2(b)(11); 200.4(e)(3); 200.16(e)(6)
New York State Education Department, Office of Special Education, Guidance Document,
Providing copies of the IEPs for Students with Disabilities, 5/13/03,
www.p12.nysed.gov/specialed/publications/policy/chap408final.htm

Adoption date:

- Required
- Local
- Notice

IMPARTIAL HEARING OFFICER APPOINTMENT AND COMPENSATION

The Board of Education will appoint impartial hearing officers (IHO), as needed, to hear complaints regarding the identification, evaluation, or placement of students with disabilities, or the provision of a free appropriate public education to such a student in accordance with the rotational selection process and other applicable procedures described in Commissioner’s regulations.

Selection

The updated list of certified IHOs for this county promulgated by the New York State Education Department will be used in connection with requests for impartial hearings. The list shall also include the names of those other certified IHOs whose names appear on the state list and who have indicated to the district their interest in serving as an IHO in the district.

Upon receipt of a request for an impartial hearing, the rotational selection process for the IHO shall be initiated immediately and always within two (2) business days after receipt by the district of such written request. Should an IHO decline appointment, or if within 24 hours the IHO fails to respond or is unreachable after reasonable efforts by the District Clerk or designee, such efforts will be documented through independently verifiable efforts. The district representative shall then proceed through the list to determine availability of the next successive IHO.

The District Clerk or other person so designated, under the direction of the Board President, shall initiate the selection process by contacting the impartial hearing officer whose name first appears after the impartial hearing officer who last served. The District Clerk or designee shall canvass the list in alphabetical order as prescribed by the Regulations of the Commissioner of Education until an appointment is accepted. Pursuant to the Regulations of the Commissioner of Education, if an impartial hearing is currently pending for the same student when a new hearing request is received, the district will appoint the same IHO, if available, who will determine whether or not

to consolidate the hearings. Additionally, if the new hearing request concerns an issue which had been previously withdrawn in the 12 months prior, the district shall appoint the same IHO, if available.

An IHO on the district's rotational list may not accept appointment unless he or she is available to:

1. Make a determination on the sufficiency of the due process complaint that will be heard at the hearing within five days of receiving such a request; and
2. Initiate the hearing within the first 14 days after either:
 - The date on which he or she receives written notice that the parents and the district waived their right to hold a resolution meeting to resolve their differences prior to commencement of the hearing, or met but were unable to reach agreement; or
 - The expiration of the 30-day period beginning with the receipt of the due process complaint, whichever occurs first.

Appointment

The Board President, or in his or her absence or inability the Vice President, will appoint an IHO immediately after the IHO selected from the rotational list indicates he or is available.

The Board will rescind the appointment of an IHO and appoint a new one if, the parties to the hearing mutually agree that the IHO is either incapacitated or otherwise unavailable or unwilling to continue the hearing or issue a decision. The appointment of a new IHO in such an instance will be made in accordance with the selection and appointment procedures established by this policy.

Compensation

The district shall compensate an impartial hearing officer for his or her services at the maximum rate established for such purpose by the Director of the Division of the Budget. Currently, this rate is \$100.00 per hour for pre-hearing, hearing, and post-hearing activities. In addition, impartial hearing officers may be reimbursed for reasonable, actual and necessary expenses for automobile travel, meals and overnight lodging in accordance with the current district reimbursement rate set for district employees. Mailing costs associated with the

hearing will also be reimbursed. The District will not reimburse impartial hearing officers for administrative assistance, secretarial or other overhead expenses.

Cancellation

The district shall attempt to provide an Impartial Hearing Officer with two (2) business days' advance notice of the cancellation or re-scheduling of an impartial hearing. Should the district request the cancellation or re-scheduling of a hearing date and fail to provide an Impartial Hearing Officer with two (2) days' notice, the district agrees to pay the Impartial Hearing Officer a fee of \$100.00. The district shall not be responsible for costs associated with a parent or guardian's cancellation or adjournment of a hearing.

A copy of this policy will be forwarded to the impartial hearing officer at the time of appointment.

Records relating to the IHO process including, but not limited to, the request for initiation and completion of each impartial hearing will be maintained by the district and such information will be reported to the Office of Special Education of SED as required by Commissioner's regulations.

Ref: 8 NYCRR §§200.2; 200.5; 200.21

Adoption date:

(X) Required Local Notice**DECLASSIFICATION OF STUDENTS WITH DISABILITIES**

The Board of Education recognizes that it may be appropriate to declassify some students with disabilities. A student may mature and develop skills such that they no longer require the special program, support services or accommodations offered by an Individualized Education Program (IEP), Individualized Education Services Program (IESP) or Services Plan (SP). The Committee on Special Education (CSE), the CSE Subcommittee or, the Committee on Preschool Special Education (CPSE), as applicable, is responsible for making this judgment, while adhering to the requirements of federal and state law and regulation.

Reevaluation

Prior to determining that a student is no longer eligible for special education services and should be placed in a full-time regular education program, the CSE, CSE subcommittee, or CPSE, as applicable, will conduct a declassification evaluation of the student in accordance with the process and procedures prescribed for the evaluation and reevaluation of students with disabilities, by applicable law and regulations. However, the CSE, CSE subcommittee, or CPSE members may determine after reviewing existing evaluation data that no additional information is needed to determine the student's continued eligibility for services.

When a determination is made that no additional data is needed for reviewing a student's continued eligibility for special education services, the CSE, CSE subcommittee, or CPSE Chairperson, as applicable, will notify the student's parents of that determination and the reasons for it, and of their right to nonetheless request an assessment. Unless the student's parents make such a request, the district will not conduct any further assessments.

The district will provide the student's parents with a copy of the reevaluation report and documentation regarding the eligibility determination.

Consistent with applicable law and regulation, the district will not conduct a declassification evaluation if the reason why a student is determined to be ineligible for special education services is that he or she has either:

1. Graduated with a regular high school or Regents diploma; or
2. Exceeded the age of eligibility for services.

However, in such an instance the district will provide the student with a summary of his or her academic achievement and functional performance that also includes recommendations on how to assist the student in meeting his or her post-secondary goals.

Declassification Support Services

It is the goal of the Board of Education to provide an opportunity for the student to succeed in the transition to the regular education program. In order to facilitate that success, the CSE/CPSE may offer educational and support services for a period of time, not to exceed one year. Declassification support services may include:

1. For the student, psychological services, social work services, speech and language improvement services, non-career counseling, and other appropriate support services.
2. For the student's teachers, the assistance of a teacher aide or a teaching assistant, and consultation with appropriate personnel.

The CSE/CPSE will ensure that the appropriate teachers and service providers are informed of the need for the transition services, and will specify the nature and duration of those services.

Cross-ref: 4321, Programs for Students with Disabilities

Ref: 8 NYCRR §§100.1 (q); 200.2 (b)(8), 200.4 (b)(4-6), (c)(3)

Adoption date:

() Required
(X) Local
 () Notice

**PROGRAMS AND SERVICES FOR PARENTALLY-PLACED
 NONPUBLIC SCHOOL STUDENTS WITH DISABILITIES**

The Board of Education recognizes its responsibility to provide special education services to eligible students with disabilities enrolled by their parents in nonpublic schools located within its district, regardless of whether such students are residents of the district. The scope of that responsibility affects:

1. The district's child find activities for locating, identifying, and evaluating parentally-placed nonpublic school students with disabilities;
2. CSE and CSE subcommittee responsibilities for the development of an individualized education services program (IESP), or a services plan (SP), in the case of an out of state resident, for any such student determined to be eligible for special education services under the IDEA and Article 89;
3. The provision of services to such students;
4. The relationship between the district and nonpublic school officials and nonpublic school parents of students with disabilities, with whom the district is required to consult;
5. The district's data collection and reporting responsibilities; and
6. The district's use of federal funds available under the IDEA.

(Refer to policy 4321, Programs for Students with Disabilities under the IDEA and Article 89 for more information regarding the provision of special education services to students with disabilities enrolled in the district's public schools).

Consistent with applicable law and regulations, this policy does not apply to resident students with disabilities enrolled by their parents in a nonpublic school located within the district's boundaries because of a dispute over the provision of a free appropriate public education. Neither does it apply to charter school students, or to students placed in or referred to private schools by public agencies such as school district placements in approved private schools, Special Act school districts, and state-supported or state-operated schools. District staff will obtain prior consent from the parent of a parentally-placed nonpublic school student with disabilities, or the student if the student is 18 years or older, for the release of personally

identifiable information about the student from records collected or maintained pursuant to the IDEA between the district and the student's district of residence.

Location, Identification and Evaluation of Parentally-placed Nonpublic School Students with Disabilities:

The district's activities for locating and identifying parentally-placed nonpublic school students with disabilities will be comparable to those undertaken for students attending the district's public schools, and will be completed in a comparable time period, as well. However, district staff will consult with nonpublic school representatives and representatives of parents of parentally-placed students with disabilities regarding these activities, in order to ensure the equitable participation and an accurate count of such students.

The district will use the same procedures that apply to the evaluation of the district's public school students to evaluate and reevaluate parentally-placed nonpublic school students with disabilities. (Refer to policy 4321, Programs for Students with Disabilities under the IDEA and Article 89, for more information on those procedures).

CSE Responsibilities:

Once a parentally-placed nonpublic school student with disabilities is determined to be eligible for special education services under the IDEA and Article 89, the CSE or CSE subcommittee will develop an IESP or SP for the student in accordance with the following:

1. If the student is a New York State resident, the CSE or CSE subcommittee will develop an IESP based on the student's individual needs in the same manner and with the same contents as an individualized education program prepared for a public school student.
2. If the student is an out-of-state resident, the CSE or CSE subcommittee will develop an SP for the student in accordance with the IDEA and its implementing regulations.

Provision of Services:

Parents of nonpublic school students with disabilities eligible for special education services under this policy must submit to the Board a written request for such services on or before June 1 preceding the school year for which they want the district to provide services. However, if the student has not been first identified as a student with a disability until after June 1, the parent may submit the written request for services within 30 days after the identification,

and the student will be entitled to services during the current year if the request is submitted before April 1.

The district will provide special education programs and services to parentally-placed nonpublic school students with disabilities with an IESP on an equitable basis, as compared to special education programs and services provided to other students with disabilities attending public and nonpublic schools within the district.

The district will provide special education programs and services to parentally-placed nonpublic school students with disabilities with an SP to the extent required by the IDEA and its implementing regulations, and in consultation with nonpublic school officials and representatives of parents of parentally-placed nonpublic school students with disabilities. In this regard, the district will expend a proportionate amount of the federal funds it receives under the IDEA to provide such services.

The district will provide parentally-placed nonpublic school students with disabilities only services, including materials and equipment that are secular, neutral, and non-ideological.

Consultation:

The district will consult in a timely and meaningful manner with nonpublic school officials and representatives of parents of parentally-placed nonpublic school students with disabilities regarding the following issues:

1. The process that will be used to locate and identify parentally-placed nonpublic school students with disabilities, including who parents, teachers, and nonpublic school officials will be informed of the process, and how the process will work throughout the school year to ensure that the students can participate in special education and related services.
2. How, where and by whom special education and related services will be provided to such students, and with respect to students with an SP, the types of services that will be provided.
3. With respect to students with an SP, how a proportionate share of the federal funds the district receives under the IDEA will be spent on special education services to such students.
4. The determination of the proportionate amount of the district's IDEA funds available to serve parentally-placed private school students with disabilities, including how that amount was calculated.

5. How services will be apportioned if the proportionate amount of the district's available IDEA funds is not sufficient to serve all parentally-placed nonpublic school students with an SP, and how and when these decisions will be made. Notwithstanding, the district will provide services to students with an IESP, regardless of the apportionment of such federal funds.

The Superintendent will establish a process for obtaining from nonpublic school officials a written affirmation of their participation in the consultation process. If that affirmation is not secured within a reasonable time, the Superintendent will submit to the State Education Department documentation of the consultation process.

Data Collection and Reporting:

The Superintendent will establish a process for maintaining records and report to the commissioner of education on the number of parentally-placed nonpublic school students who are evaluated, and determined to have a disability, and receive special education services from the district.

Cross-ref: 4321, Programs for Students with Disabilities under the IDEA and New York's Education Law Article 89

Ref: Individuals with Disabilities Education Act (IDEA), 20 USC §612(a)(10)(A); 34 CFR ***
Education Law §§3602-c
8 NYCRR §2002.2 (a)(7)

Adoption date:

(X) Required Local Notice

PUBLIC REPORT ON REVISIONS TO DISTRICT POLICIES, PRACTICES AND PROCEDURES UPON A FINDING OF SIGNIFICANT DISPROPORTIONALITY

The Board of Education recognizes that, despite the district's best efforts, there may be times when there might be a disproportionate representation of racial and ethnic groups in its special education programs and services, and/or with respect to the suspension of students with disabilities. To minimize the risk of such an occurrence, the Board has endeavored to adopt policies, practices and procedures for the district that are consistent with the IDEA and Article 89 of New York's Education Law, and their implementing regulations.

Nonetheless, upon learning of a significant disproportionality either in the suspension, identification, classification and/or placement of the district's students with disabilities, the Board will immediately review the district's policies, practices and procedures to determine whether they are fully compliant with the requirements of the IDEA and Article 89, or require revisions. If changes are needed, the Board will take immediate steps to adopt and implement any and all necessary revisions.

The Board will inform the public of any revisions to the district's policies, practices and procedures undertaken as a result of a finding of significant disproportionality. The Superintendent will notify school personnel responsible for implementing the revisions.

Cross-ref: 4321 *et seq.* as appropriate.

Ref: Individuals with Disabilities Education Act, 20 USC §§1412(a)(24); 1418(d);
34 CFR §§300.173; 300.646
8 NYCRR §§200.2(b)(15).

Adoption date:

4321.13

(X)

Required

() Local

() Notice

PRESCHOOL SPECIAL EDUCATION

The Board of Education recognizes the value of early intervention to address the needs of preschool children with disabilities. The Board further recognizes its responsibility to ensure that all resident preschool children with disabilities have the opportunity to participate in preschool programs, approved by the Commissioner of Education, from which they may benefit educationally. The Board authorizes the Superintendent of Schools to establish administrative practices and procedures which shall include:

1. Locating, identifying, evaluating, referring and placing all preschool children (generally ages three and four) with disabilities. The register of children eligible to attend a preschool program is to be maintained and revised annually by the Committee on Preschool Special Education (CPSE);
2. Ensuring that the parent(s)/guardian(s) of preschool age children with disabilities have received and understand the request for consent for evaluation of their child;
3. Developing an individualized education program (IEP) for each preschool age child with a disability;
4. Appointing and training appropriately qualified personnel, including the members of the CPSE; **[or, if the district doesn't provide preschool programming directly, insert the following: appointing appropriately qualified personnel to the CPSE, and ensuring that preschool education providers with whom the district contracts have appropriately trained and qualified personnel.]**
5. Maintaining lists of impartial hearing officers and of State Education Department-approved special education programs within the county and adjacent counties in which the district is located;
6. Preparing and keeping on file summary reports of student data including the number of preschool students with disabilities served, as well students referred but not served and the reasons why they are not served; and
7. Reporting to the State Education Department the data on preschool children with disabilities as required, on a form prescribed by the Commissioner.

4321.13

The duties described above will be carried out within the timeframes established by statute and regulation.

The Board of Education hereby establishes the CPSE as required under the Education Law. Its responsibilities will include the evaluation and recommendation for placement in appropriate approved programs and the provision of appropriate special education programs and services for each preschool child with a disability. The CPSE shall review, at least annually, the status of each preschool child with a disability. It is ultimately the responsibility of the Board to arrange for the appropriate approved preschool program and services for the district's children. Should the Board disagree with the CPSE's recommendations, it shall send the recommendation back to the CPSE so that they may schedule a timely meeting to review the Board's concerns and to revise the IEP, as deemed appropriate.

In the event that a parent/guardian files a due process complaint, a meeting must be convened between the parent/guardian and representatives of the district to try and resolve the complaint within 15 days of receiving the notice, and before the initiation of an impartial hearing. Parents/guardians and the district will jointly determine who should be present at this meeting.

If an agreement cannot be reached, parent/guardians shall be offered mediation to resolve complaints regarding the education of preschool children with disabilities at the same time notice of the availability of an impartial hearing is provided.

The CPSE shall make an annual report on the status of each preschool child with a disability and report on the adequacy of preschool special education programs and services to the Board.

The Board directs the Superintendent to develop and maintain a plan which incorporates information concerning the provision of services for preschool children with disabilities, pursuant to the Regulations of the Commissioner of Education.

Cross-ref: 4321, Programs for Students with Disabilities
4321.3, Allocation of Space for Special Education Programs
4321.4, Independent Educational Evaluations
4321.5, Confidentiality and IEP Distribution
4321.8, Hearing Officer Appointment and Compensation

4321.14, Special Education Personnel

Ref: Individuals with Disabilities Education Act, 20 U.S.C. §§1400 et seq.
34 CFR §§300.12; 300.503
Education Law §4410
8 NYCRR Part 200, 200.2, 200.5, 200.16

Adoption date:

(X) Required Local Notice**SPECIAL EDUCATION PERSONNEL**

The Board acknowledges its responsibility to recruit, hire, train and retain highly qualified personnel, as defined in the federal Individuals with Disabilities Education Act (IDEA) and its accompanying regulations and in Article 89 of New York State Education law and its accompanying regulations, to provide special education programs and services. In addition, the Board is committed to appointing appropriately qualified personnel to the Committee (and subcommittee) on Special Education (CSE) and Committee (and subcommittee) on Preschool Special Education (CPSE).

The Board will fulfill its obligation with regard to special education personnel by taking measurable steps including, but not limited to the following:

1. Actively recruit personnel who possess prior experience working with students with disabilities.
2. Solicit resumes from graduates of institutions of higher education that offer programs in special education.
3. Seek candidates for teaching positions who are dually certified, to the extent possible.
4. Ensure that every member of the professional staff participates in annual professional performance reviews and professional development plans.
5. Provide appropriate on-going training and professional development to CSE and CPSE members, and other special education program and service providers to ensure their continuing awareness of their obligations and responsibilities under the law.

The Superintendent is responsible for ensuring that the professional staff is appropriately certified, licensed and trained and that they meet the “highly qualified” standard established in federal and state law. In the event that highly qualified individuals are not available, despite the best efforts of the administration, the Board recognizes its responsibilities to meet the alternative standards established by the State Education Department.

The Superintendent, in consultation with the Director of Pupil Personnel Services

4321.14

for Special Education, shall prepare an annual report to the Board which provides information about the certifications and qualifications of the special education professional personnel, as well as a summary of the professional development opportunities offered.

Cross-ref: 4321, Programs for Students with Disabilities
9240, Recruiting and Hiring
9700, Staff Development

Ref: Individual with Disabilities Education Act, 20 USC §§ 1412(a)(14), 1413(a)(3)
34 CFR §§ 300.156, 300.207
Education Law §4410
8 NYCRR §§ 200.2(b)(3), (12)

Adoption date:

TRANSPORTATION

5741 DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS AND OTHER SAFETY-SENSITIVE EMPLOYEES

The Board of Education recognizes the dangers inherent in alcohol and controlled substance use by employees especially those in safety-sensitive positions. To ensure the safety of its students and to comply with federal regulations, the Board requires alcohol and controlled substance [clearing house](#) testing of school bus drivers and other covered employees.

In accordance with federal regulations, employees in safety-sensitive positions as defined in regulations who are required to have and use a commercial drivers license (CDL), are subject to random testing for alcohol, marijuana, cocaine, amphetamines, opiates (including heroin), and phencyclidine (PCP). The District shall adhere to federal law and regulations requiring the implementation of a drug and alcohol [clearing house](#) testing program for such employees in safety-sensitive positions.

The District shall either establish and manage its own program, by contract, or through a consortium for the provision of alcohol and drug [clearing house](#) testing of employees in safety-sensitive positions. Safety-sensitive employees (SSEs), including school bus drivers and other employees, who drive a vehicle which is designed to transport sixteen (16) or more passengers (including the driver), shall be subject to this requirement.

Federal regulations require that school bus drivers and other SSEs be tested for alcohol and drugs at the following times:

- a) Drug testing will be conducted after an offer to hire, but before actually performing safety-sensitive functions for the first time. Such pre-employment testing will also be required when employees transfer to a safety-sensitive position.
- b) Safety-sensitive employees are also subject to a random drug and/or alcohol test on an unannounced basis just before, during or just after performance of safety-sensitive functions.

- c) In addition, testing will be ordered if a trained supervisor has a "reasonable suspicion" that an employee has engaged in prohibited use of drugs and/or alcohol.
- d) There will also be post accident testing conducted after accidents on employees whose performance could have contributed to the accidents.
- e) Finally, return-to-duty and follow-up testing will be conducted when an individual who has violated the prohibited alcohol and/or drug conduct standards returns to performing safety-sensitive duties. Follow-up tests are unannounced and at least six (6) tests must be conducted in the first twelve (12) months after an employee returns to duty. Follow-up testing may be extended for up to sixty (60) months following return-to-duty.

All employee drug and alcohol [clearing house](#) testing will be kept confidential and shall only be revealed without the driver's consent to the employer, a substance abuse professional, drug testing laboratory, medical review officer and any other individual designated by law.

The District shall directly, by contract, or through a consortium, implement and conduct a program to provide alcohol and controlled substance [clearing house](#) testing of employees who operate a commercial motor vehicle, perform in a safety-sensitive position, and are required to hold a commercial driver's license. Such employees include:

- a) Drivers of buses designed to transport students or passengers, including the driver;
- b) Drivers of commercial motor vehicles whose manufacturer's rating is 26,001 lbs. or more; or
- c) Any other employee who may drive a listed vehicle (e.g. a

mechanic who performs test drives).

Controlled substance and alcohol [clearing house](#) tests will be conducted at the time of employment and randomly throughout the school year. In addition, testing will be conducted when a supervisor has a reasonable suspicion that an employee has engaged in prohibited alcohol or controlled substance use; after certain accidents; prior to return to duty when the employee has been found to violate District policy and federal regulations; and after the employee's return to duty.

In accordance with federal and state law, a bus driver will not be permitted to drive if he or she:

- a) Possesses, consumes or is reasonably believed to possess or have consumed alcohol or a controlled substance, while on duty;
- b) Uses or is under the influence of alcohol or a controlled substance within six hours or less before duty;
- c) Has an alcohol concentration of anything other than 0.00, or tests positive for a controlled substance; or
- d) Refuses to take a required alcohol or controlled substance [clearing house](#) test.

Also, no driver shall use alcohol after being involved in an accident in which there was a fatality or in which the bus driver was cited for a moving violation and a vehicle was towed from the scene or an injury was treated away from the scene until he/she has been tested or 8 hours have passed, whichever occurs first.

Any employee who is tested and found to have an alcohol concentration of anything other than 0.00, shall be removed from the position until his/her next regularly scheduled duty period, but not less than 24 hours following administration of the test. Any employee found to have violated this requirement may be disciplined in

accordance with the provisions of the applicable collective bargaining agreement, District policy, and/or law.

If a driver has an alcohol concentration of anything other than 0.00, or has engaged in prohibited alcohol or controlled substance use, he/she will be removed from driving duties, and referred to a substance abuse professional. The employee may be required to complete a treatment program and/or be disciplined pursuant to District policy and/or collective bargaining treatment program and/or be disciplined pursuant to District policy and/or collective bargaining agreement. No driver who has abused controlled substances and/or alcohol may return to duty unless he/she has successfully passed a required return to duty test. However, the District reserves the right to suspend the driver pending abuse clearance. Thereafter, the driver will be subject to follow-up testing.

Should the District receive a dilute test result in which the creatinine concentration is greater than 5mg/dL in the case of any pre-employment, return-to-duty, follow-up, reasonable suspicion, or random test, it is the policy of the District that the individual shall be re-tested and that re-test will become the test of record.

The Superintendent of Schools shall ensure that a copy of this policy, the District's policy on misuse of alcohol and use of controlled substances, information on alcohol and drug abuse and treatment resources and any other information prescribed by federal regulations is provided to all school bus drivers and other appropriate personnel prior to the initiation of the testing program and to each driver subsequently hired or transferred to a position subject to testing.

Omnibus Transportation Employee Testing Act of 1991 (Public Law 102-143) 49 United States Code (USC)

Sections 31136 and 31306

49 Code of Federal Regulations (CFR) Parts 40, 172, 382, 383, 391, 392 and 395

GORHAM-MIDDLESEX CENTRAL SCHOOL DISTRICT

November 26, 2019 5:00 PM District Office

Committee Members Present: Sue Campbell, Cindy Hall, Shawn Szabo, Tara Farmer and Sheila Brown.

Others Present: Dr. Brown and Zoe Kolczynski

The regular Meeting of the Audit Committee was called to order by Sue Campbell at 5:02 PM.

APPROVAL OF AGENDA:

Motion by Sheila Brown seconded by Cindy Hall to approve the agenda.

Yes 5 No 0, Abstain 0 MC

ACCEPTANCE OF MINUTES: Minutes from the meeting of October 10, 2019

ACCEPT INTERNAL CLAIMS AUDIT REPORTS: Dated: Oct. 15, 30 and Nov. 15, 2019.

Motion by Tara Farmer and seconded by Sheila Brown to accept the following resolution:

ACCEPT THE ANNUAL SINGLE AUDIT: The Audit Committee does hereby accept the Annual Single Audit for the 2018-2019 school year and that the Single Audit for the 2018-2019 school year be recommended to the Board of Education for acceptance at the December 9, 2019 meeting.

Yes 5 No 0, abstain 0 MC

Motion by Sheila Brown and seconded by Tara Farmer to accept the following resolution:

ACCEPT THE ANNUAL EXTRA-CLASSROOM AUDIT: The Audit committee does hereby accept the Extra-Classroom Audit for the 2018-2019 school year and that the Extra-Classroom Audit for the 2018-2019 school year be recommended to the Board of Education for approval at the December 9, 2019 meeting.

Yes 5 No 0, abstain 0 MC

Motion by Cindy Hall and seconded by Sheila Brown to accept the following resolution:

ACCEPT THE ANNUAL EXTRACLASSROOM AUDIT CORRECTIVE ACTION PLAN: The Audit committee does hereby accept the Annual Extra classroom Audit Corrective Action Plan for the 2018-2019 school year and that the Annual Extra classroom Audit Corrective Action Plan for the 2018-2019 school year be recommended to the Board of Education for acceptance at the December 9, 2019 meeting.

Yes 5 No 0, abstain 0 MC

Motion by Sheila Brown and seconded by Cindy Hall to accept the following resolution:

ACCEPT THE BUDGET TRANSFERS: The Audit Committee does hereby accept the Budget Transfers over \$10,000 and that the Budget Transfers over \$10,000 to be recommended to the Board of Education for approval at the December 9, 2019.

Yes 5 No 0, abstain 0 MC

Motion by Shawn Szabo and seconded by Cindy Hall to accept the following resolution:

ACCEPT THE LONG RANGE FINANCIAL PLAN (includes Reserves Plan): The Audit committee does hereby accept the Long Range Financial Plan and that the Long Range Financial Plan to be recommended to the Board of Education for approval at the December 9 2019.

Yes 5 No 0, abstain 0 MC

Next scheduled is meeting is Tuesday January 28, 2020 at 5:00 PM

Motion by Sheila Brown seconded by Shawn Szabo to adjourn the meeting at 5:54PM

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