

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

WORKSHOP MEETING

6:00 p.m.

**TUESDAY, JANUARY 25, 2022**

TELECONFERENCING

## MINUTES

### 1. Opening Items

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

1.03 Roll Call

Present: Trustee Salem, Trustee Sherry, Trustee Osmond, Trustee Storey, Trustee Bishop

Not Present: Trustee DeJesus

### 2. Acceptance of Minutes

2.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts minutes of the meeting of January 11, 2022

Motioned: Trustee Sherry

Seconded: Trustee Bishop

Result: Unanimous

Present: Trustee Salem, Trustee Sherry, Trustee Osmond, Trustee Storey, Trustee Bishop

Not Present: Trustee DeJesus

### 3. Welcome

3.01 Bennett Principal, Gabriel Buono will welcome the Board

- Since winter break teachers working hard to collect data thru NWEA, prepare for the end of 2<sup>nd</sup> quarter
  - Then deliver services for those in need for 3<sup>rd</sup> quarter
  - Collect data to not be subjective
- Participated in NYS Simulations for state exams
  - Went smoothly
  - Thanks to Assistant Superintendent for Curriculum & Instruction Stephanie Laffin and Director of Technology, John Reimer
  - Quarter ends Friday

Bennett Principal, Linda Sella will continue

- Working with student council – brought back since COVID
  - Working with advisors – Ms. Mayone and Ms. Hapeman
- Created a PowerPoint presentation on Student Council
  - 25 sixth grade students on Bennett Council
- Turned over to students, who showed the PowerPoint presentation
  - Introduced Marty Berhman
  - In attendance: Kalkidan Adelman, Joshua Carr, Scarlet Cordero, Rowan Driscoll, Lili Goodman, Rosalie Gordon, Emma Lamoreaux, Piper Love-Joyce

Erastus Mayunga, Morgan Nagele, Austin Otis, Jesna Palkovic Vernet, Jake Slater, Emily Sorbellini, Sophia Spada,

- Library Media Specialist Ms. Amodeo was instrumental in helping student council
- Embrace each other for similarities and differences
  - Inclusion is their focus – make everyone feel accepted
    - Fundraising for April – Cultural Diversity Month

Discussion:

- Thank you Principals Buono & Sella
  - Fantastic presentation- wonderful to see students speak on their wonderful accomplishments

## Now Present

Trustee DeJesus arrived at 6:10

## 4. Presentation

4.01 Dr. Bill Christensen will present the progress on the Onteora Superintendent Search (proposed 6:10 duration 20 min)

- Developing characteristics of new Superintendent through stake holder process
  - Thanks to participants
- Had 11 Zoom meetings with stakeholders
  - Same questions as survey, but more detail
  - 1. What makes your community a good place to live?
  - 2. What makes this a good school district - for students and staff?
  - 3. What are the issues that a new superintendent needs to know about as he or she comes into the district?
  - 4. What skills, qualities, and characteristics will the new Superintendent need in order to be successful?
    - Gave most common answers in 70 surveys and 11 meetings
      - Board agrees on characteristics
- Posting January 28, 2022 to February 18, 2022
  - Flexible with these dates
- Target interview dates March
- Appointment at the April Meeting if Board agrees on a candidate; July 1 start

## 5. Superintendent News

5.01 The Superintendent will report on District News

- Thank you to Bennett students who presented tonight
- Woodstock – what students enjoyed most was winter snow on the ground
  - Sledding on hill behind school
  - Teachers participated in half day with Morningside
    - SEL critical – with training better able to meet student needs
- Phoenicia – students do not need sleds – slide in snow
  - Major issues with town of Phoenicia water district – not building, but town
    - Appreciate town working with us
    - Recognize that these are ongoing issues

- Thanks students, parent staff and community to collaboratively work to continue remotely
- MS/HS - Winter concerts have been posted
  - 2/17/22 5:30 pm MS Orchestra & Chorus
  - 2/17/22 7:00 pm HS Orchestra and Chorus
  - 2/23/22 5:30 pm MS Band
  - 2/23/22 7:00 pm HS Band
    - Seating for 3 attendees for each students participating – by reservation only
    - Will live stream all concerts
  - Middle school Student Government doing Spirit Week for next week - culminate in pep rally on Friday
- COVID: Friday sent letter to community about Test To Stay
  - Allows students and staff who are unvaccinated but asymptomatic but are in contact with exposure
  - MS/HS and Bennett – Woodstock Apothecary is supporting testing
  - PH/WD – nurses working with families
  - NYS and Ulster not requiring contact tracing – District is maintaining
    - Process is changed over time through guidance and requirements of Health Department conducted by school nurse and principal working with medical director
    - Only those that are direct contact are notified of situation
    - COVID team has gone around and reviewed layered mitigations
      - Worked to refine and be sure social distancing is being followed – that impacts the numbers of direct contacts
  - Late yesterday Supreme Court in Nassau struck down mask K-12 mandate by declaring it outside of Governor authority
    - Governor and NYS Health Department filed appeal and Appellate division granted stay on decision pending further hearings
      - Mask mandate remains in effect in all NYS schools
- 2/1/22 Hosting Vaccine Clinic at Phoenicia School by the County
- Free COVID testing for Onteora community at Woodstock Apothecary

#### Discussion:

- Emails sent to parents with direct exposure information
  - Can the date of exposure be added?
  - Send home information for parents –county link, says 10 days, not 5 days
    - Did make changes to notification so parents are aware of exposure timeline
    - See what we can do in county – they are not contact tracing, still reporting to them
- Plan yet to reschedule missed testing clinic
- Members of Onteora Community – free testing Monday – Saturday

## 6. Board District News

6.01 The Board will report District News (proposed 6:35)

- No Board news was reported

## 7. Student Representative Report

7.01 The student Representative on the Board, Noelle Crandell, will give a report

- Phase 2 of outside initiative – quote for cost and met with Mr. Edelman
- Partner with other clubs: Environmental, Human Rights and Student Government to setup courtyard
- Many students feel confusion about mask mandate with current news

## 8. Acknowledge Public Be Heard Comments

8.01 The Board will acknowledge the public be heard comments from the last meeting  
Linda Gardell Michela, Christina Brown, Lindsay Shands

## 9. Public and Student Comment

9.01 Public and Students may comment on any agenda or non-agenda item (proposed 6:50)

Sarah Yannosh – These meetings should be in-person. Heard discussion last meeting, want to understand how can help. Reach out to other districts to see how they have in-person meetings and stream them. Will Onteora keep mask mandate even if state is not? Surgical masks – possibly a grant to have all people wear a mask?

Emma Lamoreaux – Thank you for listening to our thoughts about Bennett Student Council

## 10. Discussion and Possible Action

10.01 Donation

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$750.00 CASH, from Fehr Bros. Industries, Inc. to support the Onteora Rocket Club.

Motioned: Trustee Sherry

Seconded: Trustee Bishop

- Thank you so much Fehr Bros. Industry

Result: Unanimous

Yea: Trustee Salem, Trustee Sherry, Trustee Osmond, Trustee Storey, Trustee DeJesus, Trustee Bishop

10.02 Goals Update Second Meeting in Each Month

- Hire a Superintendent
  - Major goal – moving forward
- Be sure the resolution on Later Start Times begins September 2022:
  - Superintendent Update:
    - Wait for new Athletic Director to reach out to Section IX
    - Look at cross over times for BOCES students and other programs
    - Elementary level implementation plan
      - Working with the Transportation Department – bumping of bus runs- working to see how runs will be impacted
      - Goal to not have length of time to runs
    - Working to see if MS/HS plan from 2019 is still feasible

- Other issues have been discussed at elementary level and only transportation remains

#### 10.03 Combine Athletic Teams

*Recommended Action:* 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 Combining of Athletic Teams between the Onteora Central School District and the Rondout Valley Central School District For Varsity Boys Lacrosse and Varsity Girls Softball. Rondout Valley is the host school with Onteora being the Combining School effective March 14, 2022; and authorizes the Superintendent, Board of Education President, and Athletics Director to sign such an agreement.

Motioned: Trustee Sherry

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Sherry, Trustee Osmond, Trustee Storey, Trustee DeJesus, Trustee Bishop

#### 10.04 Create Position

*Recommended Action:* The Board of Education hereby creates the following position:

1.0 FTE Social Worker

Motioned: Trustee DeJesus

Seconded: Trustee Sherry

- Approved a leave replacement for social worker
- As a community, there is a the lack of available mental Health resources
- Looking to form partnerships with agencies to be housed in our buildings
  - Won't come until 22-23 school year
- Extending interview process for viable candidates that would have a full time at MS and at PH – though ARRA money
- Hoping that partnerships with outside agencies have offices in buildings – looking at as a whole picture
  - Not a permanent position - monitoring needs and resources

Result: Unanimous

Yea: Trustee Salem, Trustee Sherry, Trustee Osmond, Trustee Storey, Trustee DeJesus, Trustee Bishop

### 11. Policy (Proposed 7:15)

#### 11.01 Second Reading and Adoption of Policy 7133 Admission of Non-resident Students

*Recommended Action:* The Board of Education hereby adopts Policy 7133 as written

Motioned: Trustee Bishop

Seconded: Trustee DeJesus

- Why May 1<sup>st</sup>?
- Be flexible, conscientious and kind – issue to deal with over next few years
  - Any students that become housing insecure go to McKinney Vento so are protected
- Seniors could not be homeless, but can't find affordable housing in the area
- Look at legality of making date first day of 3<sup>rd</sup> quarter (March 1<sup>st</sup>)
  - Superintendent Corsones will look into it

Motion to table policy

Motioned: Trustee Bishop

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Salem, Trustee Sherry, Trustee Osmond, Trustee Storey, Trustee

DeJesus, Trustee Bishop

Cross outs are from the NYSSBA Policy 2022 7133 Students ADMISSION OF NON-RESIDENT STUDENTS

The Board of Education affirms that its primary responsibility is to provide the best possible educational opportunities for the children who are legal district residents and who are of legal age to attend school.

~~However, a non-resident student may be admitted to district schools upon payment to the district of the Board-adopted tuition charge, if and only if, in the judgment of the Superintendent of Schools:~~

- ~~1. there is sufficient space to accommodate the non-resident student;~~
- ~~2. no increase in the size of faculty or staff will be necessary to accommodate them;~~
- ~~2. the non-resident student meets the district's criteria for admission; and~~
- ~~4. the admission of such non-resident student is and continues during the enrollment period to be in the best interests of the district.~~

This policy is not applicable to students experiencing housing insecurity, entitled to attend district schools under federal and state law and regulations, who may not be currently residing in the district (see policy 5151, Children Experiencing Housing Insecurity). Students experiencing housing insecurity who are not entitled to attend district schools under federal and state laws may be considered for non-resident enrollment under this policy. This policy is also not intended to cover students who are placed in district programs by agreement with, and paid for by, another school district.

#### *Future Residents*

The children of families who have signed a contract to buy or build a residence in the school district may be enrolled during the semester in which they expect to become residents. ~~without payment of tuition.~~

#### *Former Residents*

Students whose families have moved out of the district may continue to attend districts schools under the following circumstances:

~~Former residents who move prior to April 1 may continue enrollment upon the payment of tuition from the date of the departure to the end of the school year.~~

- ~~• Former residents who move after April 1 will be permitted to finish the school year without charge.~~
- ~~• Former residents enrolled in grades 11 or 12 at the time of departure from the district may be permitted to finish high school and graduate with their class provided the former resident meets the criteria of this policy and upon the payment of tuition for the 12th grade year.~~
- ~~• Former residents enrolled in grade 12 at the time of departure from the district may be permitted to finish high school and graduate with their class provided the former resident meets the criteria of this policy and their residency changes after May 1.~~

However, students experiencing housing insecurity who are no longer district residents due to their housing insecurity are addressed in policy 54547132, Children Experiencing Housing Insecurity.

#### *Transportation*

~~NOTE: The policy should specify whether the district will provide transportation to non-resident students and, if so, under what conditions. The following provision is optional.~~

~~Transportation will be provided for non-resident students if and only if existing bus routing is used, and there is sufficient room on the bus.~~

Cross-ref: 5151, Children Experiencing Housing Insecurity

Ref: Education Law §3202(2); 8 NYCRR Part 174; *Appeal of Akiwowo*, 48 Ed Dept Rep 34 (2008)

## 11.02 Second reading and adoption of Policy 6550 Leaves of Absence

*Recommended Action:* The Board of Education hereby adopts Policy 6550 as written

Motioned: Trustee DeJesus

Seconded: Trustee Sherry

Result: Unanimous

Yea: Trustee Salem, Trustee Sherry, Trustee Osmond, Trustee Storey, Trustee DeJesus, Trustee Bishop

FROM NYSSBA

~~2002~~—**2022** 6550 Personnel **LEAVES OF ABSENCE**

In general, leaves of absence shall be administered by the Superintendent of Schools or his or her designee. The Board of Education reserves the right to grant leaves of absence for purposes or under conditions not contemplated or considered in this policy statement. Under laws and rules governing such action, the Board may undertake appropriate disciplinary action where a leave of absence is falsely requested or improperly used. Except by permission of the Superintendent, as expressed in writing, the purpose or conditions of a leave of absence may not be altered.

Contractual leaves of absence shall be granted to employees who are members of a negotiating unit. In such cases, authorization to approve requests for leaves of absence submitted shall be pursuant to provisions of contracts in effect between the district and each bargaining unit.

- In the case of employees who are not members of a negotiating unit, authorization is granted to approve requests for leaves of absence submitted by such employees where the requests are consistent with provisions of contracts in effect between the district and the bargaining unit most compatible with the employment status of the employee.
- In the case of employees who are under contract to the district, authorization is granted to implement provisions for leaves of absence contained in each such contract.

Unpaid leaves of absence not covered above shall be subject to limitations enumerated in this policy statement. Such authorization is granted for the following unpaid leaves of absence:

- For a period of time not to exceed one school year for approved graduate study, such leave to include any required internship experience.
- At the expiration of a paid sick leave of absence, to extend such a leave of absence for a period of time not to exceed the end of the school year next succeeding the school year in which the paid leave of absence commenced.

Unpaid leaves of absence shall not be used to extend vacation periods, to take vacations, to engage in other occupations, or to provide additional personal leaves except that the Superintendent shall have discretion, where circumstances warrant, to approve leaves of absence for such purposes.

Unpaid leaves of absence shall not be granted unless the services of a substitute employee, satisfactory in the discretion of the Superintendent, are able to be secured.

Except where it interferes with an employee's legal or contractual rights, the timing of unpaid leaves of absence will be granted at the convenience of the district.

The district will notify employees of their right to leaves as indicated by federal law, state law or regulation.

**Other Leaves:**

Blood Donation

In accordance with state law, employees desiring to make blood donations shall be granted three (3) hours of leave in any twelve (12) month period. The leave may not exceed three (3) hours unless agreed to by the Superintendent or his or her designee. Additional leaves for the purpose of blood donation under any other provision of law shall not be prevented.

Leave granted to employees for off premises blood donation is not required to be paid leave. Leave taken by employees for "donation leave alternatives" (which is what the law terms on-site blood donation) shall be paid leave given without requiring the employee to use accumulated vacation, personal, sick or other existing leave time.

Employees wishing to utilize the leave time for offsite blood donation shall give a minimum of three (3) working days notice to the Superintendent or his or her designee. Employees wishing to utilize the leave time for alternate donations shall give a minimum of two (2) working days notice.

The district will provide reasonable accommodations in emergency situations where an employee needs to donate blood for his own surgery or that of a family member.

Cancer Screening:

Employees shall be granted up to four (4) hours of leave on an annual basis to undertake a screening for cancer. This leave shall be paid leave and shall not be charged against any other leave to which the employee is entitled.

Certification of testing may be requested from the employee of the district. Verification shall be produced in a timely fashion.

Ref: Civil Service Law §159-b; Labor Law § 202-j; *Matter of Cruz et al v Wappingers CSD*, slip opinion (Supreme Court, Dutchess County, July 14, 2008); *Matter of Fringuello v Wappingers CSD.*, slip opinion (Supreme Court, Dutchess County, July 15, 2008)

### 11.03 Second Reading and adoption of Policy 3310 School District Records

*Recommended Action:* The Board of Education hereby adopts Policy 3310 as written

Motioned: Trustee Sherry

Seconded: Trustee Bishop

Result: Unanimous

Yea: Trustee Salem, Trustee Sherry, Trustee Osmond, Trustee Storey, Trustee DeJesus, Trustee Bishop

Combines policies 3310, 3320 and 5670

~~2002-2021~~ 3310 Community Relations **SCHOOL DISTRICT RECORDS**

**[FORMALLY 3310 PUBLIC ACCESS TO RECORDS]**

Public Access To Records

Access to records of the District shall be consistent with the rules and regulations established by the State Committee on Open Government and shall comply with all the requirements of the New York State Public Officers Law Section 87.

A Records Access Officer shall be designated by the Superintendent, subject to the approval of the Board of Education, who shall have the duty of coordinating the School District's response to public request for access to records.

The District shall accept request for records submitted in the form of electronic mail.

The District shall respond to a request within five (5) business days of the receipt of a request. Should all or part of the request need to be denied, the District shall respond in the manner set forth by the rules and regulations stipulated by the Committee on Open Government.

Requests for Records via E-mail

If the District has the capability to retrieve electronic records, it must provide such records electronically upon request. The District shall accept requests for records submitted in the form of electronic mail and respond to such requests by electronic mail using the forms supplied by the District. This information shall be posted on the District website, clearly designating the e-mail address for purposes of receiving requests for records via this format.

When the District maintains requested records electronically, the response shall inform the requester that the records are accessible via the internet and in printed form either on paper or other information storage medium.

The District shall respond to a request within five (5) business days of the receipt of a request. Should all or part of the request need to be denied, the District shall respond in the manner set forth by the rules and regulations stipulated by the Committee on Open Government.

**[FORMERLY 3320 CONFIDENTIALITY OF COMPUTERIZED EQUIPMENT]**

The development of centralized computer banks of educational data gives rise to the question of the maintenance of confidentiality of such data while still conforming to the New York State Freedom of Information Law. The safeguarding of confidential data from inappropriate use is essential to the success of the District's operation. Access to confidential computerized data shall be limited only to authorized personnel of the School District.

It shall be a violation of the District's policy to release confidential computerized data to any unauthorized person or agency. Any employee who releases or otherwise makes improper use of such computerized data shall be subject to disciplinary action.

However, if the computerized information sought is available under the Freedom of Information Law and can be retrieved by means of existing computer programs, the District is required to disclose such information.

**[FORMALLY 5670 SCHOOL DISTRICT RECORDS MANAGEMENT]**

School District Records Management

It is the policy of the Board of Education to inform members of the public about the administration and operation of the public schools in accordance with the Freedom of Information Law of the State of New York.



The Superintendent of Schools shall develop regulations ensuring compliance with the Freedom of Information Law and setting forth the procedures to be followed to obtain access to district records. Such regulations shall address ensuring applicable confidentiality and security of district information. The Superintendent shall designate, with Board approval, a Records Access and Records Management Officer, pursuant to law.

#### Retention and Destruction of Records

The Board hereby adopts the Records Retention and Disposition Schedule ED-1 issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, which contains the legal minimum retention periods for district records. In accordance with Article 57-A, the district will dispose of only those records described in the schedule after they have met the minimum retention periods set forth in the schedule. The district will dispose of only those records that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond the established legal minimum periods.

The manner of destruction will be determined by the format of the record (i.e., paper, digital, etc.). In addition, destruction will be appropriately documented.

#### Litigation-Hold

The Superintendent will establish procedures in the event that the school district is served with legal papers. The Superintendent will communicate with applicable parties, including the school attorney and the records management official, to ensure that, when appropriate, a litigation-hold is properly implemented. The litigation-hold is intended to prevent the destruction or disposal of records that may need to be produced as part of discovery. It is the intention of the Board of Education to comply with applicable rules and regulations regarding the production of necessary documents, data, files, etc. The Board directs the Superintendent to institute such procedures to implement this policy.

The Superintendent or his/her designee, with assistance from the Records Management Officer, shall be responsible for developing and disseminating department-specific retention schedules and guidance to staff, as necessary, to ensure adherence to this policy.

Public Officers Law Sections 84 et seq.; Education Law Section 2116; Public Officers Law Section 87 and 89; 21 New York Code of Rules and Regulations (NYCRR) Parts 1401 and 9760; Cross-ref: 5672, Computer Resources and Data Management

Ref: Public Officers Law §84 et seq. (Freedom of Information Law); Education Law §2116 Arts and Cultural Affairs Law §57.11; Arts and Cultural Affairs Law Article 57-A (Local Government Records Law); Federal Rules of Civil Procedure, 16, 26; 8 NYCRR Part 185 (Appendix I) – Records Retention and Disposition Schedule ED-1

#### 11.04 Rescind Policies

*Recommended Action:* The Board of Education hereby rescinds the following policies because they are now part of Policy 3310:

Policy 3320 Confidentiality of Computerized Information

Policy 5670 School District Records Management

Motioned: Trustee Bishop

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Salem, Trustee Sherry, Trustee Osmond, Trustee Storey, Trustee DeJesus, Trustee Bishop

#### 11.05 Discussion of Policy 7640 Student Individualized Education Program (proposed 7:00)

7:15

Board of Education adopts Policy 7640 as written

Motioned: Trustee Bishop

Seconded: Trustee Salem

- Call attention to the struck section – maybe keep because so important, as per other trustees
- Discussion on keeping this language or revising it
- Sent back to Policy Committee to revise language

~~2019~~2021 7640 Students **STUDENT INDIVIDUALIZED EDUCATION PROGRAM**  
**Development of Individualized Education Program**

The Board of Education directs that the Committee on Special Education (CSE) or Committee on Preschool Special Education (CPSE) shall have prepared a written statement (program) for each child with a disability.

Such an Individualized Education Program (IEP) will be developed by the CSE or CPSE upon referral, and reviewed or revised, whichever is appropriate, for every child with a disability at least annually or in the event that the program no longer appears to be appropriate to meet the student's needs and ability level.

The District shall ensure that each student with a disability has an IEP in effect at the beginning of each school year.

IEPs developed on or after January 1, 2009 will be on the form prescribed by the Commissioner.

Functional Behavioral Assessments/Behavioral Intervention Plans

A functional behavioral assessment (FBA) ~~is~~ **may be** an integral part of the evaluation and reevaluation of a student with a disability ~~which~~ **and** should be used throughout the process of developing, reviewing and revising a student's IEP when the student's behavior impedes learning of the child or others. The FBA is the process of determining why a student engages in challenging behavior and how the student's behavior relates to the environment.

The FBA provides a baseline of the student's problem behaviors with regard to frequency, duration, intensity and/or latency across activities, settings, people and times of the day and includes:

- a) The identification of the problem behavior;
- b) The definition of the behavior in concrete terms;
- c) The identification of the contextual factors that contribute to the behavior (including cognitive and affective factors); and
- d) The formulation of a hypothesis regarding the general conditions under which a behavior usually occurs and probable consequences that serve to maintain it.

The CSE/CPSE will ensure that functional behavioral assessments, when appropriate, are conducted and reviewed to:

- a) Identify supplementary aids and services, modifications and/or related services appropriate to address the identified behaviors to promote the student's involvement and progress in the general curriculum;
- b) Determine a student's eligibility for special education services;
- c) Develop the IEP which includes behavioral goals and objectives and positive behavioral supports and strategies.

In the case of a student whose behavior impedes his/her learning or that of others, the CSE/CPSE shall consider strategies, including positive behavioral interventions and supports and other strategies to address that behavior. The need for a behavioral intervention plan (BIP) shall be documented on the IEP and such plan shall be reviewed at least annually by the CSE/CPSE. In addition, regular progress monitoring of the frequency, duration and intensity of the behavioral interventions shall be conducted at scheduled intervals, documented and reported to the parents and CSE/CPSE.

A behavioral intervention plan may not include the use of aversive interventions or time out rooms except in accordance with specific Board policy regulating these techniques.

**Individual Evaluations**

Parental consent must be provided for an initial evaluation. If such consent is not received within thirty (30) calendar days of receipt of the referral, the CSE/CPSE Chairperson will document all attempts made to obtain the consent and, if appropriate, advise the Board of its right to utilize the due process procedures to conduct an evaluation without parental consent.

Unless a referral is withdrawn, an individual evaluation at no cost to the parent will be completed by the CSE/CPSE within sixty (60) calendar days after written parental consent has been obtained or a parental refusal to consent is overridden, unless:

- a) An extension is mutually agreed to by the parent and the CSE/CPSE for the following situations:
  1. Transfer students: A student enrolls in the District after sixty (60) days and prior to a determination by the student's previous school district as to whether the student has a disability, but only if the new school district is making sufficient progress to ensure a prompt completion of the evaluation and the parent and the new district agree to a specific timeframe for completion; or
  2. Students suspected of having learning disabilities; or
- b) The parent or student repeatedly fails or refuses to produce the student for evaluation.

No student shall be required to obtain a prescription for a drug or other substance identified as a controlled substance by the federal Controlled Substances Act as a condition of receiving an evaluation.

The individual evaluation will include a variety of assessment tools and strategies, including information provided by the parent. The purpose of the evaluation is to gather relevant functional, developmental and academic information that may assist in determining whether the student is a student with a disability and the content of the student's IEP. This shall include information relating to enabling the student to participate and progress in the general education curriculum (or for a preschool child, to participate in appropriate activities.)

As part of any evaluation, a group that includes the CSE/CPSE and other qualified professionals, as appropriate, shall review existing evaluation data on the student including evaluations and information provided by the parents of the student, current classroom-based assessments, local or state assessments, classroom-based observations, and

observations by teachers and related services providers. In addition, the group will consider information about the student's physical condition, social or cultural background, and adaptive behavior.

On the basis of that review, and input from the student's parents, the group shall identify what additional data, if any, are needed to determine:

- a) Whether the student has or continues to have a disability;
- b) The present levels of academic achievement and related developmental needs of the student, including:
  1. Academic achievement, functional performance, and learning characteristics;
  2. Social development;
  3. Physical development; and
  4. Management needs.
- c) In the case of a reevaluation of a student, whether the student continues to need special education; and
- d) Whether any additions or modifications to the special education services are needed to enable the student to meet the measurable annual goals set out in the IEP of the student and to participate, as appropriate, in the general education curriculum.

If additional data are not needed, the District must notify the parents of that determination and the reasons for it and of the right of the parents to request an assessment to determine whether, for purposes of services provided in accordance with law and Commissioner's Regulations, the student continues to be a student with a disability and to determine the student's educational needs. The District is not required to conduct the assessment unless requested to do so by the student's parents.

The determination that a student has a learning disability will be made in accordance with the procedures outlined in Section 200.4(j) of Commissioner's Regulations.

#### **Individual Re-evaluations**

A CSE/CPSE shall arrange for an appropriate re-evaluation of each student with a disability:

- a) If the District determines that the educational or related services needs, including improved academic achievement and functional performance of the student warrant re-evaluation;
- b) If the student's parent or teacher request a re-evaluation;
- c) At least once every three (3) years, unless the District and the parent/person in parental relation agree in writing that such re-evaluation is unnecessary.

A re-evaluation shall not be conducted more frequently than once a year unless the parent and the District representative appointed to the CSE/CPSE agree otherwise.

The re-evaluation will be conducted by a multi-disciplinary team or group of persons, including at least one (1) teacher or other specialist with knowledge in the area of the student's disability. The re-evaluation shall be sufficient to determine the student's individual needs, educational progress and achievement, the student's ability to participate in instructional programs in regular education and the student's continuing eligibility for special education. The results of any re-evaluations must be addressed by the CSE/CPSE in reviewing, and as appropriate, revising the student's IEP.

To the extent possible, the District shall encourage the consolidation of re-evaluation meetings for the student and other CSE/CPSE meetings for the student.

#### **Amendments to the IEP**

Amendments to the IEP made after the annual review by the CSE/CPSE may be made by reconvening the CSE/CPSE and rewriting the IEP or by developing a written document to amend or modify the student's current IEP, provided that:

- a) The parents/persons in parental relation request an amendment to the IEP and the District and parents/persons in parental relation agree to the amendment in writing; or
- b) The District provides the parents/persons in parental relation a written proposal to amend a provision or provisions of the IEP conveyed in language understandable to the parents/persons in parental relation in their native language or other dominant mode of communication, informs and allows the parents/persons in parental relation the opportunity to consult with the appropriate personnel or related service providers concerning the proposed changes, and the parents/persons in parental relation agree in writing to the amendments.

If the parents/persons in parental relation agree to amend the IEP without a meeting, they shall be provided prior written notice (notice of recommendation) of the changes to the IEP and the Committee notified of the changes. If the changes are made by rewriting the entire IEP, the District shall provide the parents/persons in parental relation a copy of the rewritten IEP. If the amendment is made without rewriting the entire document, the District shall provide a copy of the document that amends the IEP or, upon request, a revised copy of the entire IEP with the amendments incorporated.

#### **Use of Recording Equipment at IEP Meetings**

~~Unless otherwise refused by the parent/guardian, in writing, The Board of Education shall make digital recordings of all meetings regarding individualized education programs for students with disabilities.~~

~~If the parent/guardian wishes to receive a digital audio copy of the meeting, they shall promptly be supplied with such a copy.~~

#### **Provision of Individualized Education Program**

The Board of Education directs that the Superintendent/designee(s) establish administrative practices and procedures to ensure that each regular education teacher, special education teacher, related service provider and/or other service provider who is responsible for the implementation of a student's IEP is provided a paper or electronic

copy of such student's IEP (including amendments to the IEP) prior to the implementation of such program. For purposes of this policy, "other service provider" means a representative of another public school district, charter school, Board of Cooperative Educational Services (BOCES) or school enumerated in Education Law Articles 81, 85 or 89 where the student receives or will receive IEP services. Further, the District will designate at least one (1) school official who shall be responsible for maintaining a record of the personnel who have received IEP copies for each student.

Any copy of a student's IEP shall remain confidential in compliance with the Individuals with Disabilities Education Act, the Family Educational Rights and Privacy Act, and District policy regarding confidentiality of student records; and shall not be disclosed to any other person other than the parent of such student, except in accordance with federal and state laws and/or regulations. Appropriate training and information will be provided to designated school personnel, as applicable, to ensure the confidentiality of such information. Procedures will be established to ensure that copies of students' IEPs are stored in secure locations and retrieved or destroyed when such professionals are no longer responsible for implementing a student's IEP.

The Chairperson of the CSE, CSE subcommittee, or CPSE shall designate for each student one (1) or, as appropriate, more than one (1) professional employee of the School District with knowledge of the student's disability and education program who will be responsible to, prior to the implementation of the IEP, inform each regular education teacher, special education teacher, related service provider, other service provider, supplementary school personnel (i.e., a teaching assistant or a teacher aide as defined in Commissioner's Regulations), and other provider and support staff person of his/her responsibility to implement the recommendations on a student's IEP, including the responsibility to provide specific accommodations, program modifications, supports and/or services for the student in accordance with the IEP. 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 based on the particular circumstances of the student's disability and education program.

The School District shall also ensure that each teaching assistant, teacher aide and each other provider responsible for assisting in the implementation of a student's IEP has the opportunity to review a copy of the student's IEP (including amendments) prior to the implementation of such program. Further, each teaching assistant, teacher aide and such other provider responsible for assisting in the implementation of a student's IEP shall have ongoing access to a copy of the IEP, which may be the copy provided to the student's special education teacher or the teacher or related service provider under whose direction the supplementary school personnel or other provider works. However, the District may, at its discretion, provide a copy of the IEP to teaching assistants and/or teacher aides.

A copy of a student's IEP shall be provided to the student's parents at no cost to the student's parents.

Individuals with Disabilities Education Improvement Act of 2004, Public Law 108-446 Section 615(k)(l); Individuals with Disabilities Education Act (IDEA), 20 United States Code (USC) Section 1400 et seq.; 21 United States Code (USC) Section 812(c); Education Law Articles 81, 85 and 89 and Sections 3208 and 4402(7); 8 New York Code of Rules and Regulations (NYCRR) Sections 200.1(hh), 200.2(b)(11), 200.4(b)(4), 200.4(d)(3)(i), 200.4(e)(3), 200.4(f), 200.4(j), 200.16(e)(6) and 200.22 NOTE: Refer also to Policy #7619 -- Use of Time Out Rooms

## 12. Independent Contract Retainers

### 12.01 Approve All ICRs

*Recommended Action:* The Board of Education hereby approves the ICRs in item numbers 10.02-10.03

Motioned: Trustee Salem

Seconded: Trustee Bishop

- James Wright is dated 11/15/21 is covered under grant for professional development and the designation grants was just approved – waited until approved to bring to Board
  - Doing work with AIS and RTI team to move forward
  - Have not been paid
  - Change in designation or slipped through the cracks
- Reading and Writing project – for new teachers to learn Teachers College Readers and Writers Workshop
  - Gaps in professional development for staff hired in last 3 years

Result: Unanimous

Yea: Trustee Salem, Trustee Sherry, Trustee Osmond, Trustee Storey, Trustee DeJesus, Trustee Bishop

### 12.02 ICR – Wright

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School

District approve the Independent Contractor Retainer between the Onteora Central School District and James Wright retained as Consultant/Trainer effective October 01, 2021 to June 30, 2022 at a rate of \$250.00 per hour to a maximum of \$44,150.00 and authorizes the Superintendent to sign such an agreement.

12.03 ICR - Reading & Writing Project

*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 Reading Writing Project, LLC retained as a Virtual Trainer effective January 26, 2022 to June 30, 2022 at a rate of \$3,000.00 per day to a maximum of \$9,000.00 and authorizes the Superintendent to sign such an agreement.

**13. Consent Agenda**

13.01 Approve Consent Agenda (proposed 7:25)

*Recommended Action:* The Board hereby approves item numbers 13.02-13.05 7:30

Motioned: Trustee Bishop

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Salem, Trustee Sherry, Trustee Osmond, Trustee Storey, Trustee DeJesus, Trustee Bishop

13.02 Personnel Agenda

**\*REVISED\* APPOINTMENT: ADMINISTRATIVE**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Grima, Carol	Asst. Director of PPS	07/01/2022	Move from 10- month to 12-month position, resulting in annual rate of \$127,296.00

**APPOINTMENT: NON-INSTRUCTIONAL PROBATIONARY APPOINTMENT**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY	REMARKS
Fisher, Kathryn*	School Monitor/Phoenicia	01/26/22 – 07/26/22	Step 1	Replace resignation
Sommer, Torre	Senior Typist/Middle School	01/10/22 – 07-10/22	Step 8	Prov. To prob. Passed test
Turner, Donna	School Monitor/Bennett	01/26/22-07/26/22	Step 1	Replace resignation

\*Pending pre-employment processing\*

**APPOINTMENT: NON-INSTRUCTIONAL PART-TIME**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Weir, Linda*	School Bus Driver/Transportation	02/01/22	Step 5

\*Pending pre-employment processing\*

**TEMPORARY APPOINTMENT: INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY	REMARKS
Simco Lefferts, Jennifer	Psychologist	07/01/22 – 08/31/22	\$45.00/hour	Extended School Year

**LEAVE OF ABSENCES: NON- INSTRUCTIONAL**

EMPLOYEE NUMBER	EFFECTIVE DATE	REASON
3525	*approximate dates* *02/01/22 – 03/01/22	FMLA-paid

**SUBSTITUTE**

NAME	POSITION	AMOUNT
Burgher, Brittany	Teacher (certified)	\$125.00/day
Calderale, Stacia	Food Service Helper	\$14.00/hour
Downs, Emily**	Food Service Helper	\$14.00/hour
Germain, Janice**	Food Service Helper	\$14.00/hour
Germain, Shannon**	Food Service Helper	\$14.00/hour
Rachele, Sara	Teacher (uncertified)	\$90.00/day

\*\*retroactive appointment, effective date 1-24-22

**13.03 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, #1/22, Confidential, as reviewed by Trustee DeJesus

**13.04 Financial Report**

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Report for August 2021

**13.05 Health Services Contract for Saugerties**

*Recommended Action:* BE IT RESOLVED, that the Board of Education of the Saugerties Central School District establishes the rate of \$887.89 per pupil for the school year 2021-2022 for Health Services provided for Onteora resident pupils attending nonpublic schools in the Saugerties Central School District.

**14. Old Business**

14.01 The Board will discuss Old Business  
 No old business was discussed

**15. New Business**

15.01 The Board will discuss New Business

- Committees to start giving reports
  - Seen opinions of Superintendent Search as emails regarding communication
  - Communications Committee to meet with Superintendent to look at shortcomings of communications and how to tighten them up
    - Start regular reports
- Thank you to support staff in all schools especially social workers, TAs, monitors, substitutes in helping students who are hurting and feel list
  - Does not feel much for kids to feel impacted by everything
  - Searching for ways to be heard and seen

**16. Request For Information**

16.01 Board members will request information of the Superintendent  
 No information was requested

**17. Adjournment**

17.01 Adjourn Meeting. Next meeting Tuesday February 8, 2022 (proposed 7:35)

*Recommended Action:* Motion to adjourn meeting at 7:35

Motioned: Trustee Storey

Seconded: Trustee Bishop

Result: Unanimous

Yea: Trustee Salem, Trustee Sherry, Trustee Osmond, Trustee Storey, Trustee DeJesus, Trustee Bishop

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Kevin Salem, Emily Sherry, Laurie Osmond, Valerie Storey, Dafne DeJesus, Cindy Bishop