

2022-2023  
SENECA FALLS CENTRAL SCHOOL DISTRICT

**November 3, 2022**

Public Meeting #9

**Board of Education Meeting  
6:00 PM**

Robert McKeveny Board/Training Room  
2 Butler Avenue

MEMBERS OF THE BOARD OF EDUCATION

Deborah Corsner  
Anthony Ferrara  
Cara Lajewski  
Matthew Lando  
Denise Lorenzetti  
Joseph McNamara  
Michael Mirras  
Joell Murney-Karsten  
Heather Zellers

Dr. Michelle Reed, Superintendent  
James Bruni, Business Administrator

**SENECA FALLS CENTRAL SCHOOL DISTRICT**

November 3, 2022 Board of Education Meeting

Robert McKeveny Board/Training Room

6:00 PM

**I. Meeting called to order**

**II. Quorum Check**

**III. Pledge of Allegiance**

**IV. Approval of Agenda**

**MOTION: to approve the agenda as listed:**

**V. Approve or Amend**

A. Board of Education Minutes

1. October 20, 2022

**MOTION: to approve the Board of Education minutes dated October 20, 2022.**

B. Treasurer's Report-None at this time.

C. Extra-Curricular Treasurer's Report-September 2022

**MOTION: to approve the Extra-Curricular Treasurer's Report for September 2022.**

**VI. Recognitions, Celebrations and Presentations.**

A. District Administrator Reports

1. Jodie Verkey- Director of Curriculum and Instruction
2. Karissa Blamble-Director of Special Programs
3. Kevin Korzeniewski-Athletic Director

**VII. Public Comment**

The Seneca Falls Board of Education welcomes public comment. Speakers may comment on matters related to agenda items specifically or district matters generally. No speaker will be permitted to speak for longer than three (3) minutes. All speakers and observers are to conduct themselves in a civil manner. Obscene language, defamatory statements, threats of violence, statements advocating racial, religious, or other forms of prejudice will not be tolerated. In the unlikely event the meeting becomes unruly, the board will recess the meeting and return once order has been restored.

Persons addressing the Board of Education during public comment should not expect to engage in discussion with the Board. The Board will not permit any comments involving specific individual personnel or students.

Questions and comments from the public concerning matters which are not on the agenda will be referred to the Superintendent. Persons wishing to have matters included on the agenda shall contact the Superintendent in accordance with Policy 2342, Agenda Preparation.

**VIII. Committee Reports**

A. Policy Committee

B. Facilities Committee

C. Health Insurance Committee

## IX. Information

- A. Michelle Dyson-LOA Dispatcher
- B. Business Administrator
- C. Superintendent Report
- D. BOE President Report
- E. BOE Member Comments
- F. Important Dates to Remember
  - Nov. 11-13, 2022-Mynderse Academy Fall Play
  - Nov. 17, 2022-BOE Meeting/Work-Session-Mental Health
  - Nov. 23-25, 2022-Thanksgiving Break

## X. Consent Agenda

### A. Retirements/Resignations

#### 1. SFEA

Upon the recommendation of the Superintendent, the Board of Education does hereby accept the following coaching resignation(s)

Sport	Coach	Effective
Wrestling –Paid Assistant	Andrew Giannino	10/27/2022

#### 2. SFSSA

Upon the recommendation of the Superintendent, the Board of Education does hereby accept the following resignation(s)

- a. Name: Michelle Dyson  
Civil Service Position: School Bus Driver  
Effective date: 11/03/2022 at the end of the day.

### B. Appointments

#### 1. Professional Appointments-None at this time.

#### 2. Coaching Appointment

Upon the recommendation of the Superintendent, the Board of Education does hereby make the following appointments for the 2022-2023 school year.

Sport	Coach	Stipend
JV Boys Basketball Head Coach	Charlie Foster	\$3,402.24

#### 3. Civil Service Appointments

Upon the recommendation of the Superintendent, the Board of Education does hereby approve the following civil service position(s) (*All appointments are conditional until paperwork is completed and fingerprints are cleared*).

##### a. Name: Michelle Dyson

Civil Service Position: Transportation supervisor (*Provisional appointment pending Civil Service Exam*)  
Effective: 11/04/2022  
Probation: 11/04/2022 through 11/03/2023  
Hours/day: 8  
Salary: \$55,000

##### b. Name: Sonia Rivera

Civil Service Position: Cleaner (part-time)  
Effective: 11/07/2022  
Probation: 11/07/2022 through 11/06/2023  
Hours/day: 4.0  
Hourly Rate of Pay: \$14.54

4. Substitute Appointments:

Upon the recommendation of the Superintendent, the Board of Education does hereby approve the following substitute position(s) (*All appointments are conditional until paperwork is completed and fingerprints are cleared*).

a. Name: Lindsay Stelljes

Civil Service Position: LTS Substitute Teacher Level II

NYS Certification: Uncertified

Effective: TBD

5. Increase in Bus Driver Hours

Upon the recommendation of the Superintendent, the Board of Education does hereby approve the following increase in hours.

Employee	Current Hours	New Hours
Molly Norsen	M-F 6.25 hours/day	M, T, W Th.-7.0 Hours/day and F -6.25 hours/day

6. Probationary to Permanent

Upon the recommendation of the Superintendent, the Board of Education does hereby approve the following probationary to permanent appointment.

Employee	Position	Permanent Effective Date
Kevin Cappello	Cleaner	11/08/2022
Karen Pollino	Senior Typist	11/09/2022

C. CSE Minutes

Upon the recommendation of the Superintendent, the Board of Education approves the following CSE Minutes.

10/06/2022, 10/11/2022, 10/13/2022, 10/14/2022, 10/17/2022

D. Gifts and Donations-None at this time.

E. Transportation Requests-None at this time.

**MOTION: To approve the consent agenda as listed.**

**XI. Old Business**-None at this time.

**XII. New Business**

A. Policy

1. 1<sup>st</sup> Reading

**MOTION: Upon the recommendation of the Policy Committee, the Board of Education approves the first reading of the following policies:**

Policy 2235- NEW Videoconferencing of Board Meetings

Policy 2250-Board Committees

Policy 2310-Regular Meetings

Policy 2340-Notice of Meetings

Policy 2360-Minutes

2. 1<sup>st</sup> Reading and Final Reading

**MOTION: Upon the recommendation of the Policy Committee, the Board of Education approves the first and final reading of the following policy per Policy 2410:**

B. Cayuga Community College Memorandum of Agreement

**MOTION: upon the recommendation of the Superintendent, the Board of Education approves the 2022-2023 Memorandum of Agreement between the Seneca Falls Central School District and Cayuga Community College as presented.**

**XIII. Executive Session-** Matters leading to the appointment of a corporation. (Contingent upon adoption of a motion during the public portion of the meeting in accordance with Section 105 of the Public Officers Law).

**MOTION: to enter into Executive Session to discuss matters leading to the appointment of a corporation.**

**XIV. Adjourn**

**MOTION: to adjourn the meeting.**

SENECA FALLS CENTRAL SCHOOL DISTRICT  
October 20, 2022 Board of Education Meeting  
Robert McKeveny Board/Training Room  
6:00 PM

Deborah Corsner Anthony Ferrara, Cara Lajewski, Matthew Lando, Denise Lorenzetti, Joseph McNamara

BOE Members Absent

Michael Mirras, Joell Murney-Karsten, Heather Zellers

Others Present

Dr. Michelle Reed. James Bruni, Sgt. Michael Poole and Jacqueline Brown

Joseph McNamara called the meeting to order at 6:00 pm. A quorum of the Board of Education was present; the Pledge of Allegiance was said.

Approval of Agenda

Joseph McNamara asked for a motion to approve the agenda as listed.

Cara Lajewski made the motion, seconded by Matthew Lando.

Yes 6 No 0 Abstain 0 Motion carried

Approve or Amend

Board of Education Minutes

Joseph McNamara asked for a motion to approve the Board of Education Minutes dated October 6, 2022

Anthony Ferrara made the motion, seconded by Cara Lajewski.

Yes 6 No 0 Abstain 0 Motion carried

Treasurer's Report

None at this time.

Extra-Curricular Treasurer's Report

None at this time.

Recognitions, Celebrations and Presentations.

Board of Education Recognition-School Board Recognition Week (Oct. 17-Oct. 21, 2022)

Dr. Reed recognized the Board of education for School board Recognition Week. Dr. Reed read the proclamation issued by Governor Hochul. Dr. Reed also pointed out the various letters, cards, and posters provided by different grades levels. A brief recess was taken for the members to enjoy the treats provided by Frank Knight School (doughnuts), Elizabeth Cady Stanton (candy poster) and district administrators (cookies).

Homeschool Presentation-Jacqueline Brown

Jacqueline Brown was present to share the home schooling process and information to the Board.

Jacqueline handles all homeschooling students and is the liaison between the school district and the families.

Homeschooling Process

- Letter of Intent is submitted to the District Office.
- The letter of intent is reviewed and approved by the Superintendent
- Notification of approval is sent to the family along with the NYS Dept. of Education Regulations (CR 100.10), Seneca Falls Central School District Policy, and other paperwork.
- The IHIP– or Individualized Home Instruction Plan developed by the family is submitted to the District Office.
- The Superintendent reviews the IHIP and if approved, notification is sent to the family. If not approved, family is notified and asked to re-submit.
- Quarterly reports are due on November 15th, January 30th, April 15th and June 30th.
- Families can drop off, mail, or e-mail quarterly reports. Once received, they are date stamped and given to the Superintendent for review.
- Once reviewed by the Superintendent, Quarterly reports are then sent to the respective grade principal for review and sign-off.
- This assessment can be turned in in one of three ways
  - Reports are then recorded and filed and individual student files.
  - Also due on June 30th is the End of Year Assessment.
    - Written Narrative– for grades 1—3
    - Grades 4—8 Commercially published norm-referenced achievement tests (for example The Iowa Test of Basic Skills, The California Achievement or CAT test or the Stanford Achievement Test) OR A written narrative. This can be done every other for these grades.
    - Grades 9-12 commercially published achievement Tests and/or Regents tests (depending on student's curriculum).
- End of Year Assessments are date stamped and reviewed by the Superintendent. Once reviewed they are sent to the grade equivalent principal for review, then recorded and filed in the student's folder.
- The year starts all over again in early July/August when families begin to turn in their letters of intent for the next school year.

Public Comment

There was no public comment

The Seneca Falls Board of Education welcomes public comment. Speakers may comment on matters related to agenda items specifically or district matters generally. No speaker will be permitted to speak for longer than three (3) minutes. All speakers and observers are to conduct themselves in a civil manner. Obscene language, defamatory statements, threats of violence, statements advocating racial, religious, or other forms of prejudice will not be tolerated. In the unlikely event the meeting becomes unruly, the board will recess the meeting and return once order has been restored.

The Board will not permit any discussion involving specific, individual district personnel or students. Persons wishing to discuss matters involving individual district personnel or students should follow the community chain of contact.

Persons making comments during public comment period at a Board meeting will address remarks to the President and may direct questions or comments to Board members or other district officials only upon the approval of the President but commenters should not expect to engage in discussion with the Board.

Questions and comments from the public concerning matters which are not on the agenda will be taken under consideration and referred to the Superintendent for appropriate action. Persons wishing to have matters included on the agenda shall contact the Superintendent in accordance with Policy 2342, Agenda Preparation.

Committee Reports  
Facilities Committee

Cara Lajewski reported for Michael Mirras, Facilities Committee Chairperson, who had asked her to update the Board in his absence. The Facilities Committee held interviews with potential architecture firms. The interviews were held October 20<sup>th</sup>. The committee narrowed the pool down to four. The notes will be made available to the Board when they are completed.

Safety Committee

Cara Lajewski reported that the Safety Committee met on Oct. 19<sup>th</sup>. Sergeant Poole, SRO presented on safety. Sergeant Poole commended the staff and students on their increased awareness and attention this school year. Training is ongoing with staff.

Audit Committee

Deborah Corsner reported that the committee had met prior to the board meeting. Michael DeBadts from Mengel, Metzger, Barr & Co. LLP was present to review the External Audit with the Board.

Information  
Warrants

09/01/2022- 09/30/2022

Warrant #18(A)	\$ 46,215.11
Warrant #19(A)	\$ 31,313.51
Warrant #21(A)	\$ 26,750.24
Warrant #23(A)	\$639,005.90
Warrant #8 (C)	\$ 200.00
Warrant #9 (C)	\$ 19,345.34
Warrant #10(C)	\$ 1,267.95
Warrant #5 (F)	\$ 12,375.00
Warrant #6 (F)	\$ 75.00
Warrant #4 (H)	\$ 81,366.00

Business Administrator

James Bruni reported that the acceptance of the management letter was on the agenda. He, along with the Audit Committee, will answer with a corrective action plan.

The 2022-2023 Financial Reserve fund is on the agenda to be approved by the Board. If the Board members have any questions regarding the plan, he would answer them.

The district is currently undergoing a data and privacy security audit. The district will be scored at the end of the audit and a corrective action plan would be created. It should take about two months to complete.

Superintendent Report

Dr. Reed discussed the district's plan to create a "Reunification Plan" to deal with students and families after a critical crisis situation. A checklist will be created so everyone knows what is expected and what to do. It is a massive undertaking but the process has started.

Dr. Reed also stated that Chief Peenstra is retiring after the end of the year. She stated that it has been a pleasure working with him the last few months. Dr. Reed looks forward to continue to collaborate with the new Chief of Police in January.

BOE Member Comments

Deborah Corsner stated that Michael Mirras had asked to pass along the following message. The "Dig Pink" fundraiser by the MA volleyball team raised \$1,500 for the Side-Out Foundation.

Anthony Ferrara reported that the Mynderse Academy Athletic Hall of Fame induction ceremony was held the past weekend. It was a great turn out. He wanted to thank the Board and school district for all the support they give to the program. The District has

Important Dates to Remember

Oct. 26-Chorus Concert (Gr. 6-12)  
Oct. 27-29-NYSSBA Annual Convention  
Nov. 3-Board of Ed. meeting

Consent Agenda  
Retirements/Resignations  
SFEA-None at this time.  
SFSSA

Upon the recommendation of the Superintendent, the Board of Education does hereby accept the following resignation:

Name: Molly Norsen

Civil Service Position: Assistant Mechanic Helper

Effective Date: 10/03/2022

Appointments  
Professional Appointments  
None at this time

Winter Coaching Appointments

Upon the recommendation of the Superintendent, the Board of Education approve the following coaching positions:

Sport/Position	Employee	Stipend
Girls Basketball -Varsity Coach	Matt Verkey	\$4,852.92
Girls Basketball -JV Coach	Corey Foster	\$3,402.24
Girls Basketball -Modified Coach	Ashley Leederman	\$2,190.09
Girls Basketball –Non-Paid Modified Assistant	Jessica Lambert	Non-Paid
Boys Basketball -Varsity Coach	Pat Prayne	\$4,852.92
Boys Basketball -8 <sup>th</sup> Gr. Coach	Jason Hunt	\$2,190.09
Boys Basketball -7 <sup>th</sup> Gr. Coach	William Page	\$2,190.09
Boys Basketball –Non-Paid JV Assistant	David Baker	Non-Paid
Wrestling-Varsity Coach	Bob Plate	\$4,852.92
Wrestling-Paid Assistant	Andrew Giannino	\$2,000.00
Indoor Track Varsity Coach	Scott Redding	\$3,633.46
Indoor Track Modified Coach	Marnie Impastato	\$2,190.09
Indoor Track Non-Paid Varsity Assistant	Don Densmore	Non-Paid
Indoor Track Non-Paid Varsity Assistant	Scott Porter	Non-Paid
Cheer –Varsity Coach (Non-Competitive)	VACANT	

Civil Service Appointments

None at this time

Substitute Appointments

Upon the recommendation of the Superintendent, the Board of Education approves the following substitute position(s) (*All appointments are conditional until paperwork is completed and fingerprints are cleared*).

Name: Joseph Ponzi  
Civil Service Position: Per Diem Building Substitute Teacher (MA)  
NYS Certification: Uncertified  
Effective: 10/07/2022

Name: Erica Cieri  
Civil Service Position: Substitute Teacher  
NYS Certification: Uncertified  
Effective: 10/07/2022

Name: Morgan Doane  
Civil Service Position: Substitute Teacher  
NYS Certification: Uncertified  
Effective: 10/07/2022

Name: Natalie Cross  
Civil Service Position: Substitute Teacher  
Substitute Teaching Assistant  
NYS Certification: Uncertified  
Effective: 10/07/2022

Name: Keara Filoso  
Civil Service Position: Substitute School Monitor  
Effective: 10/07/2022

Name: Laura Jacuzzo  
Civil Service Position: Substitute Teacher Aide  
Effective: 10/07/2022

Probationary to Permanent

None at this time

CSE Minutes

Upon the recommendation of the Superintendent, the Board of Education approves the following CSE Minutes:

08/29/2022, 09/06/2022 (1), 09/06/2022 (2), 09/19/2022, 09/20/2022, 09/21/2022, 09/22/2022, 09/23/2022 (1), 09/23/2022 (2), 09/27/2022, 09/29/2022 (1), 09/29/2022 (2), 10/03/2022, 10/04/2022

Gifts and Donations

Be it resolved upon the recommendation of the Superintendent, the Board of Education accepts the following gifts or donations

Donor or Gift	Amount/Item	Account	To be used for:
Reynolds Battery L. 1 <sup>st</sup> NYS Light Artillery	\$250	A2705	Offset expenses incurred on the 8 <sup>th</sup> Grade field trip to Rosehill Mansion Civil War Day.

Student Transportation Requests



None at this time

Outside Group Transportation Requests

The Board of Education approves the following outside group's use of school buses as presented:

Outside Group	Date(s)	Purpose
It's A Wonderful Run 5K	Saturday- December 10, 2022	Transport 5K runners from Mynderse Academy student parking lot to the Gould Hotel, downtown Seneca Falls

Establish a Bank Account for the Class of 2029

Establish an account for the current 6<sup>th</sup> grade class (Class of 2029) as requested by Nicole Spitzer, 6<sup>th</sup> Grade Advisor.

Approval of Consent Agenda

Joseph McNamara asked for a motion to approve the consent agenda as listed.

Cara Lajewski made the motion, seconded by Denise Lorenzetti.

Yes 6 No 0 Abstain 0 Motion carried

Old Business

Correction to Hourly Rate

Joseph McNamara asked for a motion to correct the following hourly rate approved at the September 15, 2022 Board of Education meeting:

Name: Ashley Helmicki  
Civil Service Position: Cashier/FSH  
Effective Date: 09/19/2022  
Probationary period: 09/19/2022 through 09/18/2023  
Hourly Rate: ~~\$14.89~~ **\$15.64**  
Hours per day: 3.75

Matthew Lando made the motion, seconded by Cara Lajewski.

Yes 6 No 0 Abstain 0 Motion carried

New Business

2022-2023 Reserve Fund Narrative Plan

Joseph McNamara asked for a motion to approve the Seneca Falls Central School District Financial Reserve Fund Narrative Plan for the fiscal year July 1, 2022 - June 30, 2023 as presented.

Matthew Lando made the motion, seconded by Cara Lajewski.

Yes 6 No 0 Abstain 0 Motion carried

External Audit

Joseph McNamara asked for a motion to accept the External Audit Report and Management Letter of the Seneca Falls Central School District's Basic Financial Statements for the fiscal year ended June 30, 2022 completed by Mengel, Metzger, Barr & Co. LLP and that the Business Administrator, in conjunction with the Audit Committee, respond to such audit.

Matthew Lando made the motion, seconded by Denise Lorenzetti.

Yes 6 No 0 Abstain 0 Motion carried

Memorandum of Agreement

Joseph McNamara asked for a motion that upon the recommendation of the Superintendent, the Board of Education approves the following Memorandum of Agreement between the Seneca Falls Central School District and Jack Rowles, Facilities Director II.

Cara Lajewski made the motion, seconded by Matthew Lando.

Yes 6 No 0 Abstain 0 Motion carried

Overnight Conference(s)

NYS AHPERD 84<sup>th</sup> Annual Conference.

Joseph McNamara asked for a motion to approve Kim Hendy, William Page, and Marshall Wasman, Physical Education teachers, attend the 84<sup>th</sup> Annual NYS Association for Health, Physical Education, Recreation and Dance Conference in Verona, NY on Nov. 16-17, 2022 per the SFEA contract and Policy 9700-Staff Development.

Deborah Corsner made the motion, seconded by Anthony Ferrara.

Yes 6 No 0 Abstain 0 Motion carried

Surplus-Food Service

Joseph McNamara asked for a motion to dispose of following items as listed through sale, donation, disposal or auction according to Board Policy #6900.

Hobart Commercial Meat Slicer (District Tag# 20080565)

Various Food Service Pots and Pans

Matthew Lando made the motion, seconded by Anthony Ferrara.

Yes 6 No 0 Abstain 0 Motion carried

Executive Session

None at this time

Adjourn

Joseph McNamara asked for a motion to adjourn the meeting at 7:50 pm.

Cara Lajewski made the motion, seconded by Matthew Lando.

Yes 6 No 0 Abstain 0 Motion carried

**SENECA FALLS CSD**

Bank Reconciliation for period ending on 10/2/2022



Account: ExtraClass Checking  
Cash Account(s): E 200

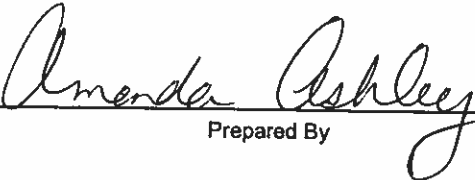
Ending Bank Balance:		85,061.25
Outstanding Checks (See listing below):	-	200.00
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

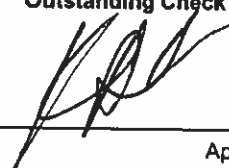
Adjusted Ending Bank Balance: 84,861.25

Cash Account Balance: 84,861.25

**Outstanding Check Listing**

Check Date	Check Number	Payee	Amount
03/16/2022	4078	LAURAL MARTIN-TANNER	200.00
Outstanding Check Total:			200.00

  
Prepared By

  
Approved By

RECEIVED  
OCT 14 2022  
DISTRICT OFFICE



\* Indicates missing check number

**SENECA FALLS CSD**

Trial Balance Report From 7/1/2022 - 10/2/2022



Account	Description	Debits	Credits
E 200	CASH IN CHECKING	84,861.25	0.00
E 631	DUE TO OTHER GOVERNMENTS-SALES TAX	0.00	1,015.87
E 701	BAND - HIGH SCHOOL	0.00	1,873.45
E 702	BLOCK M	0.00	369.07
E 703	CHORUS/VARSITY	0.00	2,608.63
E 704	DRAMA CLUB	0.00	28,947.15
E 707	HONOR SOCIETY	0.00	13.46
E 708	MYNDERSIAN	0.00	8,246.06
E 709	PROJECT GRADUATION	0.00	6,246.69
E 710	SCHOOL STORE - HIGH SCHOOL	0.00	438.10
E 711	SKI CLUB	0.00	10.07
E 712	STUDENT COUNCIL - HIGH SCHOOL	0.00	1,658.53
E 713	MODEL UN	0.00	424.18
E 715	STUDENT COUNCIL - MIDDLE SCHOOL	0.00	5,571.66
E 716	YEARBOOK - MIDDLE SCHOOL	0.00	475.74
E 718	CLASS OF 2023	0.00	2,637.95
E 719	CLASS OF 2024	0.00	20,519.85
E 720	CLASS OF 2025	0.00	1,569.00
E 721	CLASS OF 2026	0.00	2,121.21
E 728	THE GREEN CLUB	0.00	114.58
<b>E Fund Totals:</b>		<b>84,861.25</b>	<b>84,861.25</b>
<b>Grand Totals:</b>		<b>84,861.25</b>	<b>84,861.25</b>

# SENECA FALLS CSD



## General Ledger Account Transactions Detail Report From 9/1/2022 To 10/2/2022

Account	Date	Account Name	Ref Number	PO Number	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
<b>E 200 CASH IN CHECKING</b>										
						BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	88,503.21
09/09/2022			<u>4144</u>		6658	Drama Club play scripts	CD-3	0.00	44.93	88,458.28
09/09/2022			<u>4146</u>		6662	Drama Club play rights and royalties for fall play	CD-3	0.00	2,138.40	86,319.88
09/09/2022			<u>4145</u>		6724	Drama Club reimbursement for play scripts	CD-3	0.00	77.77	86,242.11
09/16/2022			<u>1278903</u>			Myndersian Ad payment and vending machine payment - Myndersian Ad payment and vending machine payment	CR-3	136.85	0.00	86,378.96
09/16/2022			<u>1278904</u>			Project Graduation donation for parking lot supplies - Project Graduation donation for parking lot supplies	CR-3	250.00	0.00	86,628.96
09/16/2022			<u>1278905</u>			Class of 2023 payments for parking spot painting - Class of 2023 payments for parking spot painting	CR-3	860.00	0.00	87,488.96
09/19/2022			<u>4147</u>		3762	Class of 2023 reimbursement for 1st day senior treats	CD-3	0.00	62.91	87,426.05
09/19/2022			<u>4148</u>		6989	Class of 2023 reimbursement for pizza at parking lot painting	CD-3	0.00	64.80	87,361.25
09/19/2022			<u>4149</u>		7824	Class of 2023 Senior Trip deposit	CD-3	0.00	2,500.00	84,861.25
<b>E 200 Totals:</b>								<b>1,246.85</b>	<b>4,888.81</b>	<b>84,861.25</b>
<b>E 631 DUE TO OTHER GOVERNMENTS-SALES TAX</b>										
						BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	1,015.87
<b>E 631 Totals:</b>								<b>0.00</b>	<b>0.00</b>	<b>1,015.87</b>
<b>E 701 BAND - HIGH SCHOOL</b>										
						BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	1,873.45
<b>E 701 Totals:</b>								<b>0.00</b>	<b>0.00</b>	<b>1,873.45</b>
<b>E 702 BLOCK M</b>										
						BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	369.07
<b>E 702 Totals:</b>								<b>0.00</b>	<b>0.00</b>	<b>369.07</b>
<b>E 703 CHORUS/VARSITY</b>										
						BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	2,608.63

# SENECA FALLS CSD



## General Ledger Account Transactions Detail Report From 9/1/2022 To 10/2/2022

Account Date	Account Name Ref Number	PO Number	Vendor ID Explanation	Schedule	Debits	Credits	Balance
E 703	CHORUS/VARSITY						
E 703 Totals:					0.00	0.00	2,608.63
E 704	DRAMA CLUB						
			BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	31,208.25
09/09/2022	<u>4144</u>		6658 Drama Club play scripts - Drama Club play scripts	CD-3	44.93	0.00	31,163.32
09/09/2022	<u>4146</u>		6662 Drama Club play rights and royalties for fall play - Drama Club play rights and royalties for fall play	CD-3	2,138.40	0.00	29,024.92
09/09/2022	<u>4145</u>		6724 Drama Club reimbursement for play scripts - Drama Club reimbursement for play scripts	CD-3	77.77	0.00	28,947.15
E 704 Totals:					2,261.10	0.00	28,947.15
E 707	HONOR SOCIETY						
			BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	13.46
E 707 Totals:					0.00	0.00	13.46
E 708	MYNDERSIAN						
			BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	8,109.21
09/16/2022	<u>1278903</u>		Myndersian Ad payment and vending machine payment - Myndersian Ad payment and vending machine payment	CR-3	0.00	136.85	8,246.06
E 708 Totals:					0.00	136.85	8,246.06
E 709	PROJECT GRADUATION						
			BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	5,996.69
09/16/2022	<u>1278904</u>		Project Graduation donation for parking lot supplies - Project Graduation donation for parking lot supplies	CR-3	0.00	250.00	6,246.69
E 709 Totals:					0.00	250.00	6,246.69
E 710	SCHOOL STORE - HIGH SCHOOL						
			BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	438.10
E 710 Totals:					0.00	0.00	438.10

# SENECA FALLS CSD



## General Ledger Account Transactions Detail Report From 9/1/2022 To 10/2/2022

Account	Date	Account Name	Ref Number	PO Number	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
E 711		SKI CLUB								
						BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	10.07
						<b>E 711 Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>10.07</b>
E 712		STUDENT COUNCIL - HIGH SCHOOL								
						BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	1,658.53
						<b>E 712 Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>1,658.53</b>
E 713		MODEL UN								
						BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	424.18
						<b>E 713 Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>424.18</b>
E 715		STUDENT COUNCIL - MIDDLE SCHOOL								
						BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	5,571.66
						<b>E 715 Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>5,571.66</b>
E 716		YEARBOOK - MIDDLE SCHOOL								
						BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	475.74
						<b>E 716 Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>475.74</b>
E 718		CLASS OF 2023								
						BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	4,405.66
09/16/2022		<u>1278905</u>				Class of 2023 payments for parking spot painting - Class of 2023 payments for parking spot painting	CR-3	0.00	860.00	5,265.66
09/19/2022		<u>4147</u>				3762 Class of 2023 reimbursement for 1st day senior treats - Class of 2023 reimbursement for 1st day senior treats	CD-3	62.91	0.00	5,202.75
09/19/2022		<u>4148</u>				6989 Class of 2023 reimbursement for pizza at parking lot painting - Class of 2023 reimbursement for pizza at parking lot painting	CD-3	64.80	0.00	5,137.95
09/19/2022		<u>4149</u>				7824 Class of 2023 Senior Trip deposit - Class of 2023 Senior Trip deposit	CD-3	2,500.00	0.00	2,637.95
						<b>E 718 Totals:</b>		<b>2,627.71</b>	<b>860.00</b>	<b>2,637.95</b>



# SENECA FALLS CSD



## General Ledger Account Transactions Detail Report From 9/1/2022 To 10/2/2022

Account	Date	Account Name	Ref Number	PO Number	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
E 719		CLASS OF 2024								
						BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	20,519.85
						<b>E 719 Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>20,519.85</b>
E 720		CLASS OF 2025								
						BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	1,569.00
						<b>E 720 Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>1,569.00</b>
E 721		CLASS OF 2026								
						BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	2,121.21
						<b>E 721 Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>2,121.21</b>
E 728		THE GREEN CLUB								
						BALANCE 07/01/2022 - 08/31/2022		0.00	0.00	114.58
						<b>E 728 Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>114.58</b>
						<b>Grand Totals:</b>		<b>6,135.66</b>	<b>6,135.66</b>	<b>169,722.50</b>

## 2325 - VIDEOCONFERENCING OF BOARD MEETINGS

### NEW POLICY

*NOTE: Chapter 56 of the Laws of 2022 amended the Open Meetings Law, revising the requirements for meeting via videoconference by adding new section 103-a. This section is effective UNTIL July 1, 2024 (unless it is extended or made permanent in the future). Until August 14, 2022 (when the current pandemic-related virtual meeting authority expires), boards can continue to meet remotely without permitting in-person public access, but must permit the public to view or listen to the meeting, and must record and later transcribe the meeting. The amended law also provides that during a declared emergency, boards may meet virtually without the need for in-person access.*

*To allow Board members to participate via videoconferencing under extraordinary circumstances pursuant to §103-a, Boards must adopt a resolution after holding a public hearing and must maintain an official website. Note that the Board's resolution can be applicable to the Board and its committees or subcommittees, or may specify that each committee or subcommittee may make its own determination. The law also requires the establishment and posting of written procedures governing participation by videoconferencing. Such procedures, which could take the form of this policy, or a separate document attached to it, should be tailored to your district's process.*

*The NYS Committee on Open Government has issued guidance on this topic: <https://opengovernment.ny.gov/system/files/documents/2022/05/chapter-56-of-the-laws-of-2022-guidance-document-05-20-22.pdf>. Based on this guidance, it is our understanding that, whether or not the Board adopts a resolution to allow videoconferencing under extraordinary circumstances, Board members can participate via videoconferencing as was permitted by the Open Meetings Law prior to the enactment of §103-a, i.e., where all locations, including those where Board members participate by videoconference, must be open to members of the public.*

#### I. Videoconferencing – Locations Open to the Public

*NOTE: This section addresses the type of remote participation which was in place prior to the enactment of §103-a, and which is still in effect. This type of remote participation does not depend on a Board resolution. The first paragraph reflects the Committee on Open Government's Advisory Opinion #5575 addressing the confidentiality of information discussed during the executive session. In that opinion, the COOG also advised that if a district has the technological capability for a member to participate by videoconferencing, then the Board may not put in place a blanket prohibition on it, and that multiple requests should be accommodated if feasible. Any restrictions a Board sets on the number of times a Board member participates by videoconferencing in a given time period must be reasonable.*

Members of the Board of Education may attend Board meetings by videoconference, if their location is open to the public, and appropriate public notice has been given as outlined in Policy 2340, Notice of Meetings. Such members may participate in all aspects of the meeting, including establishing a quorum, discussions, and voting. Board members participating via videoconference must disclose the total number of people in attendance

at that location. To promote the highest degree of confidentiality during executive session, such Board members must sign an affidavit that the only people, if any, present in the room during the executive session were authorized to be there.

*NOTE: The Open Meetings Law requires boards to make all reasonable efforts to ensure that meetings are held in facilities that permit barrier-free access to the physically handicapped, and are held in an appropriate facility that can adequately accommodate members of the public who wish to attend the meeting. The COOG Opinion #5575 advises that, for local municipalities, this applies to “primary” meeting locations, not remote locations.*

The district will make all reasonable efforts to ensure that the facility of the primary meeting site provides barrier-free access to the physically handicapped, and accommodates all members of the public who wish to attend. Sites where a member participates via videoconference which are open to the public are not required to comply with these conditions.

## **II. Videoconferencing Under Extraordinary Circumstances (Public Officers Law Section 103-a) – Locations Not Open to the Public**

*NOTE: This section is only applicable if the Board has adopted a resolution permitting videoconferencing under extraordinary circumstances. Unless otherwise noted, all provisions of this section of the policy reflect requirements of Public Officers Law §103-a or the COOG 5/20/22 Guidance.*

*The Board’s resolution, as well as its written procedures (which could take the form of this policy), must include the “extraordinary circumstances” necessitating participation by videoconference of Board members. The law includes some examples (shown below: disability, illness, caregiving), but is not an exhaustive list (it also includes “or other significant or unexpected factor or event”). Before adding examples of other significant or unexpected factors or events that would preclude physical attendance to this policy, the authorizing resolution, or any separate written procedures, please review with your attorney.*

~~Pursuant to Board resolution # \_\_\_\_\_, dated \_\_\_\_\_, Board members are permitted to participate in meetings via videoconferencing under extraordinary circumstances, in accordance with state law and this policy. [Optional language: That resolution is attached to this policy as an exhibit.] Extraordinary circumstances include: disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the members’ physical attendance at the meeting.~~

*NOTE: The first sentence of the paragraph below reflects a requirement of the law. The second sentence reflects clarifying guidance from the Committee on Open Government.*

~~To utilize videoconferencing under extraordinary circumstances, a quorum of Board members must be present in the same physical location(s) where the public can attend the meeting. Board members videoconferencing under extraordinary circumstances can participate in meeting discussions and voting, and their locations are not required to be open to the public, but they do not count towards a quorum unless their locations are open to the public.~~

~~The in-person quorum requirement will not apply in the event of a declared state disaster emergency or local state of emergency, if the district determines that such emergency would affect or impair the district's ability to hold an in-person meeting.~~

*NOTE: The following paragraph does not reflect a requirement of §103-a, but is suggested to effectuate the law as part of the Board's written procedures, consistent with COOG guidance and model procedures. The law does not include a deadline for requests, but videoconferencing must be included in the notice of meetings. Your Board may wish to include other elements it finds necessary.*

~~To participate via videoconference under extraordinary circumstances, Board members must notify the Superintendent, District Clerk, or designee, as soon as the need arises, stating the extraordinary circumstance, no later than four business days prior to the meeting, in order to give proper notice to the public. The district will also notify the Board officers. If extraordinary circumstances arise within four business days prior to the meeting, the district will update its public notice as soon as practicable. If the district cannot update its public notice, the district may reschedule its meeting. Such notification may be made by any means (e.g., phone, electronically, in writing or in person), but the Board member should receive confirmation, so they know the request was received and approved.~~

*NOTE: The following paragraph does not reflect a requirement of §103-a, but is suggested to effectuate the law.*

~~If more than one Board member wishes to participate in the same meeting by videoconferencing under extraordinary circumstances, the district will consider the need for a quorum at locations where the public may attend. The district may reschedule meetings if appropriate.~~

~~The district will give public notice of meetings using videoconferencing under extraordinary circumstances pursuant to policy 2340.~~

*NOTE: The district's written procedures governing videoconferencing under extraordinary circumstances must be posted on the district's website.*

~~This policy, or the district's written procedures for videoconferencing under extraordinary circumstances if a separate document, will be posted on the district website.~~

Except for properly convened executive sessions, all Board members (i.e., those attending both in person and via videoconferencing) must be able to be heard, seen and identified (e.g., their first and last name shown) during the meeting, including all motions, proposals, resolutions or any other matter formally discussed or voted upon.

*NOTE: Opinion #5575 of the Committee on Open Government (issued prior to the enactment of §103-a) advised that Board members participating via videoconference, as their locations were required to be open to the public, could be required to sign an affidavit regarding those present during executive sessions. Under §103-a, remote locations are not required to be open to the public. The Board may still wish to address confidentiality of information discussed during executive session. If the Board wishes to require Board*

*members to sign an affidavit as described in the first paragraph of this policy, we urge you to consult with your attorney.*

All meetings that are broadcast or utilize videoconference technology will utilize technology that permits access by members of the public with disabilities, consistent with the Americans with Disabilities Act, as amended.

For all meetings involving videoconferencing under extraordinary circumstances, the district will provide members of the public the opportunity to view the meeting via video, and participate in public comment via videoconference in real time where public comment is authorized, to the same extent as in-person comment.

~~Minutes of meetings involving videoconferencing under extraordinary circumstances will include which members participated remotely.~~

~~All meetings where videoconferencing under extraordinary circumstances is used will be recorded, except those portions held in executive session. Recordings will be posted or linked on the district website within five business days of the meeting, and remain posted or linked for at least five years after the meeting. Recordings will be transcribed upon request.~~

Cross-ref: 1230, Public Comment at Board Meetings  
2310, Regular Board Meetings  
2320, Special Board Meetings  
2340, Notice of Meetings  
2360, Minutes

Ref: Public Officer's Law §§102; 103; 103-a; 104  
NYS Department of State, Committee on Open Government, Advisory Opinion OML-AO-#5575 (3/6/2018)  
"Questions and Answers, Chapter 56 of the Laws of 2022," NYS Committee on Open Government,  
<https://opengovernment.ny.gov/system/files/documents/2022/05/chapter-56-of-the-laws-of-2022-guidance-document-05-20-22.pdf>

Adoption date:

## 2250 BOARD COMMITTEES

The Board of Education and/or the President of the Board may, from time to time, establish committees whose membership will consist of members of the board. The president of the board shall serve as an ex-officio member of all committees to which he/she is not appointed. Board committees shall undertake studies and make reports as charged by the board, but shall not act on behalf of the board.

No individual member and no group comprised of less than the full membership shall be designated as a permanent committee to perform any of the board's functions except those for which State Law requires signatories.

The board may establish standing and ad hoc committees, and reserves the right to terminate any committees at any time. Ad hoc committees shall report on a specified matter by a particular date, and shall terminate upon completion of their assignment or upon a vote of the board at any time. The president will appoint board members to such committees and shall name one member of each committee to be chairperson of said committee.

The following committees shall be standing committees of the board:

- Policy Committee shall review existing board policies and, where deemed necessary, to recommend proposed amendments or new policies for board action.
- ~~Budget Committee shall work with the Administrator of Business & Operations to review all areas of the District budget and make recommendations to the Board of Education.~~
- ~~Curriculum Committee shall assist with the review and recommendation of textbook selections (by new publishers) associated with said curricula and to recommend appropriate action items.~~
- ~~Personnel Committee shall assist with review and recommendations for District-wide staffing patterns.~~
- Facilities & Safety Committee shall assist with the decision-making process related to the operation and maintenance of all facilities, grounds, school safety, and the equipment therein. Facility Committee members will sit on the Safety Committee.
- Audit Committee shall assist the Board of Education in its oversight role in order to ensure financial accountability. The Audit Committee will review all audits and practices related to the fiscal operation of the District. The Committee, along with the Administrator of Business & Operations, shall make recommendations to the Board of Education.
- Scholarship Committee shall recommend a list of potential scholarship winners which meet the various criteria of the scholarships administered by the Board of Education of the Seneca Falls Central School District. The Scholarship Committee is also charged with making recommendations regarding the Harry S. Fredenburgh Scholarship endowment account.

- Health Insurance Committee shall review the medical ~~health and dental~~ insurance coverages, and any related areas, and where deemed necessary, to recommend for Board of Education action proposed amendments or new policies/regulations/agreements.

In addition, board members will serve on district-level committees as needed and in accordance with state law.

#### Visitation Committees

The Board of Education may appoint one (1) or more committees to visit every school or department at least once annually and report on their conditions at the next regular meeting of the board.

Adoption date: November 14, 2018

Revised:

**Seneca Falls Central School District**



## 2310 REGULAR MEETINGS

### Local Notice

*NOTE: This policy addresses regular Board meetings. We have added language referencing separate policy 1225 for videoconferencing, and included language better reflecting a provision of the Open Meetings law regarding accessibility.*

A "meeting" is defined as an official convening of a public body for the purpose of conducting public business, and a "public body" is defined as an entity of two (2) or more persons which requires a quorum to conduct public business, including committees and subcommittees. In order to perform its duties in an open and public manner, and in accordance with state law, the Board of Education will hold regular business meetings at least once a month.

The time, dates and place of regular Board of Education meetings will be established at the annual organizational meeting. In the event that the day appointed for a regular meeting falls on a legal holiday, the meeting will be rescheduled. In the event of inclement weather that cancels a regular meeting, the meeting will be rescheduled. All regular board meetings are open to the public, ~~and meeting facilities shall provide access to persons with disabilities.~~ The district will make all reasonable efforts to ensure that the meeting facility provides barrier-free access to the physically handicapped and accommodates all members of the public who wish to attend.

~~Board members are permitted to participate in board meetings via videoconferencing, in accordance with state law and board policy.~~ The district will comply with applicable notice requirements (see policy 2340). Video-conferencing of Board meetings is addressed in policy 2325.

See Board Policy 2382, for more information on broadcasting and taping of board meetings.

Any site where videoconferencing is to take place must be open to the public. The district will comply with applicable notice requirements (see policy 2340). Video conferencing of Board meetings is addressed is policy 2325

In addition to the members of the board, the following individuals will regularly attend the business meetings of the board: the Superintendent of Schools, the Administrator of Business & Operations, and other specified personnel as deemed necessary.

#### Cross-ref:

2210, Board Organizational Meeting  
2325 Video Conferencing of Board Meeting  
2340, Notice of Meetings  
2382, Broadcasting and Taping of Board Meetings  
2360 Minutes

#### Ref:

Public Officer's Law §§102; 103; 104



Adoption date: November 14, 2018

Revised:

**Seneca Falls Central School District**

## 2340 NOTICE OF MEETINGS

*NOTE: We have made changes to this policy regarding meetings where videoconferencing is used, to reflect Public Officers Law new section 103-a and amended section 103(c), as well as existing section 104. The Open Meetings Law no longer requires all locations where videoconferencing is utilized to be open to the public. This does not preclude the district from permitting attendance at remote locations. However, a Board member's remote attendance only counts towards establishing a quorum if the public is able to attend a remote location.*

*This policy reflects notice requirements of the Public Officers Law §104, including optional electronic notice, and requirements that apply if a board intends to stream its meeting live over the internet. If the district is able to post notice of meetings on its website, this must also be done.*

For all regular and scheduled special meetings of the Board of Education, the District Clerk will give adequate notice to all members and to the community, including posting notice of the time and place of meetings on the district website.

If a meeting is scheduled at least a week in advance, notice will be given or electronically transmitted to the public and news media at least 72 hours prior to the meeting. A special meeting may be called upon 24-hour notice to board members.

When a meeting is scheduled less than a week in advance the Board will provide, or electronically transmit, public notice to the extent practicable. Said notice will be conspicuously posted in one or more designated public locations, including the district's website.

*NOTE: The paragraphs below reflect the applicable notice requirements when board members participate in meetings via videoconference. The notice requirements differ depending on whether locations are open to the public or whether they are closed pursuant to extraordinary circumstances.*

~~If a board member intends to participate in a board meeting via videoconference,~~ If videoconferencing is used to conduct a meeting where remote locations are open to the public, the public notice for the meeting will indicate that videoconferencing will be used, specify the location(s) for the meeting, and state that the public may attend at any of the locations.

If videoconferencing under extraordinary circumstances is used to conduct a meeting, the public notice for the meeting will include that videoconferencing will be used, where the public can view and/or participate in such meeting, where required documents and records will be posted or available, and identify the physical location for the meeting where the public can attend.

If a meeting is streamed live over the internet, the public notice will inform the public of the website's internet address.

Cross-ref:     2325, Videoconferencing of Board Meetings

Ref:

Open Meetings Law, [Public Officers Law §§100](#) *et seq.*  
[Education Law §§1606; 1708; 2504; 2563](#)

Adoption date: November 14, 2018

Revised:

**Seneca Falls Central School District**

## 2360 MINUTES

### Notice

*NOTE: We have added language to reflect legal requirements regarding videoconferencing, and an option under the Open Meetings law deeming unabridged video or audio recordings or transcripts to be minutes.*

*Minutes must be kept of every open meeting, pursuant to the Open Meetings Law. Such minutes must include a record and summary of motions, proposals, resolutions, and any other matters formally voted on during the course of the meeting. Boards have the discretion to determine if such additional information is to be made part of the official minutes.*

*Beyond meeting a requirement of law, minutes can be an effective public relations tool. Minutes are the main channel of communication from the Board to school personnel and the public. They are the only legal record of Board meetings. Most important, the Board can use past meeting minutes to learn how certain things came to be.*

The Board of Education believes that open and accurate communication regarding its internal operations enhances the district's public relations program and provides a record of the district's progress towards its annual goals. Therefore, the board will maintain a complete and accurate set of minutes of each meeting, in accordance with law.

The minutes will constitute the official record of proceedings of the board and will be open to public inspection and posted on the district website within one week of executive sessions and within two weeks of all other meetings. Minutes which have not been approved by the board within this time frame will be marked "DRAFT." A draft of the minutes of each meeting will be forwarded to each member of the board not later than the time the agenda for the next meeting is disseminated.

The District Clerk will be responsible for taking the minutes. The minutes will conform to an established format.

The minutes of each meeting of the Board of Education shall state:

- a. The type of meeting;
- b. The date, time of convening, and adjournment;
- c. Board members present and absent;
- d. Board members' arrival and departure time, if different from opening or adjournment times;
- e. All action taken by the board, with evidence of those voting in the affirmative and the negative, and those abstaining;
- f. The nature of events that transpire, in general terms of reference; and
- g. When a roll call vote is taken, it will be conducted in alphabetical order and include each member's vote.

Communications and other documents that are too long and bulky to be included in the minutes will be referred to in the minutes and will be filed in the District Office.

If a board member is not present at the opening of a meeting, the subsequent arrival time of such member will be indicated in the minutes. The minutes of any meeting involving

videoconferencing under extraordinary circumstances will include which Board members participated remotely.

All board minutes will be signed by the District Clerk when approved and stored in a locked room or locked file cabinet. Unless otherwise provided by law, minutes will be available to the public within two (2) weeks following the date of a meeting; draft copies, so marked, are acceptable, subject to correction.

Unabridged video or audio recordings, or unabridged written transcripts, can be used as minutes and made available to the public as such.

Cross-ref: 2325, Videoconferencing of Board Meetings

Ref:

Open Meetings Law, [Public Officers Law §§100](#) *et seq.*

Freedom of Information Law, [Public Officers Law §§84](#) *et seq.*

Education Law §2121

Adoption date: November 14, 2018

Revised:

**Seneca Falls Central School District**

## 5300.30 PROHIBITED STUDENT CONDUCT

### Required

The Board of Education expects all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school facilities and equipment with the goal of making school a community free of violence intimidation, bullying, harassment, and discrimination. Exclusion from the school environment and suspension will only be used when necessary to protect the safety of students and staff or when all other measures have been exhausted.

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior, as well as the consequences of their mistakes or misbehavior. District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on educating students so that they may learn from their behavior and grow in self-discipline.

The Board recognizes the need to make its expectations for student behavior while on school property or engaged in a school function specific and clear. The rules of conduct listed below are intended to do that and focus on safety and respect for the rights and property of others. Students who will not accept responsibility for their own behavior and who violate these school rules will be required to accept the consequences for their behavior.

Students may be subject to disciplinary action, up to and including, in extreme or repeated occurrences, suspension from school, when they:

- A. Engage in conduct that is disorderly. Examples of this type of behavior include, but are not limited to:
  - 1. Running or otherwise unsafe behavior in hallways.
  - 2. Making unreasonable noise.
  - 3. Using language or gestures that are profane, lewd, vulgar or abusive.
  - 4. Obstructing vehicular or pedestrian traffic.
  - 5. Engaging in any willful act which disrupts the normal operation of the school community.
  - 6. Trespassing. Students are not permitted in any school building, other than the one they regularly attend, without permission from the administrator in charge of the building.
  - 7. Computer/electronic communications misuse, including any unauthorized use of computers, software, or internet/intranet account; accessing inappropriate websites; or any other violation of the district's acceptable use policy.
- B. Engage in conduct that deliberately goes against what a student has been asked to do or where they are supposed to be at any given time. This behavior is considered insubordinate. Examples these types of behavior include, but are not limited to:
  - 1. Failing to comply with the reasonable directions of teachers, school administrators or other school employees in charge of students or otherwise demonstrating belligerence or disrespect.
  - 2. Lateness for, missing or leaving school without permission.
  - 3. Skipping detention.

- C. Engage in conduct that prevents others from being able to learn, focus, or be engaged in their work. This behavior is considered disruptive. Examples of this type of behavior include, but are not limited to:
1. Inappropriate public sexual contact
  2. Display or use of personal electronic devices, such as, but not limited to, cell phones, music or video players, cameras, in a manner that is in violation of district policy.
- D. Engage in conduct that is violent. Examples of these types of behavior include, but are not limited to:
1. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon a teacher, administrator, or other school employee, another student or any other person on school property.
  2. Possessing a weapon. Authorized law enforcement officials are the only persons permitted to have a weapon in their possession while on school property or at a school function.
  3. Displaying what appears to be a weapon.
  4. Threatening to use any weapon.
  5. Intentionally damaging or destroying the personal property of a student, teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson.
  6. Intentionally damaging or destroying school district property.
- E. Engage in any conduct that endangers the safety, physical or mental health or welfare of others. Examples of such this type of behavior include, but are not limited to:
1. Attempting to engage in or perform an act of violence noted in Section D.
  2. Subjecting other students, school personnel or any other person lawfully on school property or attending a school function to danger by recklessly engaging in conduct which creates a substantial risk of physical injury.
  3. Stealing or attempting to steal the property of other students, school personnel or any other person lawfully on school property or attending a school function.
  4. Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them.
  5. Discrimination, which includes using race (including traits historically associated with race, such as hair texture and protective hairstyles like braids, locks, and twists), color, creed, national origin, ethnic group, religion, religious practice, sex, gender (identity and expression), sexual orientation, weight or disability to deny rights, equitable treatment or access to facilities available to others.
  6. Harassment (or Bullying), is the creation of a hostile environment by conduct or threats, intimidation or abuse. (See policy, 0115, Student Harassment and Bullying Prevention and Intervention for a more complete definition.)
  7. Intimidation, which includes engaging in actions or statements that put an individual in fear of bodily harm.
  8. Hazing, which includes an induction, initiation or membership process, involving harassment (see policy 0115 for a more complete definition).
  9. Selling, using, distributing or possessing obscene material.
  10. Using vulgar or abusive language, cursing or swearing.
  11. Smoking a cigarette, cigar, pipe, electronic cigarette (i.e., vape), or using chewing or smokeless tobacco, or smoking/vaping/ingesting cannabis or concentrated cannabis

(includes cannabis products) or smoking cannabinoid hemp (except for lawful medical cannabis use in compliance with state law and regulation).

12. Possessing, consuming, selling, distributing or exchanging tobacco, tobacco products, vape/hyde, alcoholic beverages, marijuana, synthetic marijuana or illegal substances, or being under the influence of alcohol, marijuana, synthetic marijuana or an illegal substance. "Illegal substances" include, but are not limited to, inhalants, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alike drugs, or synthetic cannabinoids, and any substances commonly referred to as "designer" or "look alike" drugs which are substances designed and synthesized to mimic the intended effects and usages of, which are chemically similar to, illegal drugs, which may or may not be labeled for human consumption.
13. Inappropriately using or sharing prescription and over-the-counter drugs.
14. Gambling.
15. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner.
16. Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.
17. **Knowingly making false statements or knowingly submitting false information to school staff during a disciplinary process.** *(#17 was on the NYSSBA Update, but not on the draft copy when the committee reviewed it on 8/5/2022. This addition will need to be BOE approved.)*

- F. Engage in misbehaviors otherwise prohibited by sections A-E of this section while on a school bus and to remain seated, keep objects and body parts inside the bus, obey the directions from the bus driver or monitor. Students must behave appropriately while riding on district buses, to ensure their safety and that of other passengers and to avoid distracting the bus driver. Students are required to conduct themselves on the bus in a manner consistent with established standards for classroom behavior. Excessive noise, pushing, shoving and fighting will not be tolerated.
- G. Engage in any form of academic misbehavior. Examples of academic misbehavior include, but are not limited to:
1. Plagiarism.
  2. Cheating.
  3. Copying.
  4. Altering records.
  5. Assisting another student in any of the above actions.
- H. Engage in off-campus misbehavior that interferes with or can reasonably be expected to substantially disrupt the educational process in the school or a school function. Such misbehavior includes, threatening or harassing students or school personnel through any means off-campus, including cyberbullying (for a complete definition of harassment, bullying and cyberbullying refer to Policy 0115, Student Harassment and Bullying Prevention and Intervention).
- I. Engage in any conduct that compromises the safety of others during a pandemic or other health crisis. The district will institute all safety recommendations from the Center for Disease Control and Prevention and/or New York State Department of Health and/or the District's physician.



Ref: Education Law §§10 – 18 (Dignity for All Students Act)  
Mahanoy Area School District v. B.L., 594 U.S. \_\_\_\_ (2021)

Adoption date: 08/08/2019

Revised: 08/12/2020

Revised 08/04/2021

Revised: 02/17/2022

Revised: 06/23/2022

Revised: 10/06/2022

Revised:

**Seneca Falls Central School District**