



AGENDA

**Glen Cove Board of Education
Board of Education
BOE MEETING
Wednesday, January 11, 2023, 7:30 pm - 9:00 pm
Glen Cove High School**

Via Livestream: www.glencoveschools.org

I. Opening Ceremony

- A. Salute to Flag
- B. Roll Call

II. Approval of Minutes of the Board of Education Meeting

Minutes of December 14, 2022 - Presented by District Clerk

III. Committee Reports

No reports

IV. Superintendent Report

- A. Updates
 - 1. AP Scholar Recognition

V. Student Board Member Report

VI. Public Participation

This section gives opportunity to residents who wish to raise a question or make a brief statement on agenda items.

VII. Instructional Report

- A. Committee on Special Education
- B. Committee on Preschool Special Education
- C. New Course Proposals

VIII. Business Affairs

- A. Finance
 - 1. Treasurer's Report - Month of October 2022
 - 2. Financial Reports
 - a. Bank Reconciliations - Month of October 2022
 - b. Revenue Budget Status Report - Month of October 2022
 - c. Appropriation Budget Status Report - Month of October 2022
 - d. Register of Bills - Month of October 2022

e. Check Registers - Month of October 2022

B. Operations

1. Contract(s) - Student Services
2. Budget Transfers
3. Approval of Corrective Action Plan
4. Approval of Ecosystem First Contract Amendment

IX. Personnel

A. Certified

1. Appointment of Probationary Teacher
2. Letter Agreement (Teacher)
3. Appointment of 6th Period Class Teachers
4. Appointment of Part-Time Teaching Assistant
5. Appointment of Per Diem Substitute Teachers
6. Appointment of Regular Substitute Teachers
7. Appointment of Permanent Substitute Teachers
8. Appointment of Regents Review Class Teachers (High School)
9. Change in Status
10. Request for Leaves of Absence
11. Resignation

B. Classified

1. Appointment of School Monitors
2. Appointment of Building Maintenance Maintainers
3. Appointment of Part-Time Food Service Helper
4. Change in Hours
5. Retirement
6. Resignations

C. Adoption of 2023 - 2024 School Calendar

X. Unfinished Business

A. Policy #: Second Reading and Adoption

XI. New Business

XII. Board Comments

XIII. Public Participation

This section gives opportunity to residents who wish to raise a question or make a brief statement on matters including, but limited to, agenda items.

XIV. Executive Session (if necessary)

XV. Adjournment

VII. Instructional Report

A. Committee on Special Education

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education approves the recommendations of the Committee on Special Education for Initial Placement Programs/Services for cases listed as per the attached from meetings and approves the authorization of funds to implement the special education programs and services.

VII. Instructional Report

B. Committee on Preschool Special Education

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education approves the recommendations of the Committee on Preschool Special Education for Initial Placement Programs/Services for cases listed as per the attached from meetings.

VI. Instructional Report

C. New Course Proposals

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education approves the addition of the following courses to the high school course manual for the 2023 – 2024 school year:

1. Personal Training & Fitness Concepts
2. Introduction to Theatre Arts & Literacy (Grade 8)
3. Foundations in Acting and Directing in Performance
4. Playwriting & Advanced Musical Theatre Performance
5. Theatrical Production Laboratory
6. Technical Theatre & Design
7. Foundation Dance
8. Theatre Movement & Dance
9. Fourth Year Scientific Research

VII. Business Affairs

B. Operations

1. Contract(s) – Student Services

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education approves the student service contracts as summarized below and authorizes the President of the Board to sign such contract upon approval:

Provider:	George Wurzer, LCSW
Address:	67 Bennett Avenue Huntington Station, NY 11746
Service:	Contract addendum - Parent Counseling and Training
Rate:	\$100 per hour

VIII. Business Affairs

B. Operations

2. Budget Transfers

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education approves the below budget transfer:

BUDGET TRANSFER(S)			
Account Code	Account Name	Transfer In	Transfer Out
A2815.471	Sub Nurse Contractual	\$20,000.00	
A2815.160.05	Nurse Salary - Landing		\$20,000.00
TOTAL		\$20,000.00	\$20,000.00

*To transfer funds to cover cost of contractual nurse – Landing.

BUDGET TRANSFER(S)			
Account Code	Account Name	Transfer In	Transfer Out
A1480.490	Public Relations – BOCES	\$20,000.00	
A1310.161	Salaries - Clerical		\$20,000.00
TOTAL		\$20,000.00	\$20,000.00

*To transfer funds to cover ZE Communications BOCES cost.

BUDGET TRANSFER(S)			
Account Code	Account Name	Transfer In	Transfer Out
A2620.160	Salary TV Technician	\$25,000.00	
A2020.151.08	HS-ADM Salaries		\$25,000.00
TOTAL		\$25,000.00	\$25,000.00

*To transfer funds to set up budget for TV studio technician.

VIII. Business Affairs

B. Operations

3. Approval of Corrective Action Plan

RESOLVES, on the recommendation of the Superintendent of Schools, the Board of Education approves the Corrective Action Plan as developed in response to the June 30, 2022 Management Letter issued by the District's external auditors, which will be implemented during the 2022 – 2023 school year.

VIII. Business Affairs

B. Operations

4. Approval of Ecosystem First Contract Amendment

WHEREAS, the Board of Education of the Glen Cove City School District entered into an Energy Performance Contract with Ecosystem Energy Services USA Inc. (“Ecosystem”) dated October 20, 2021 (hereinafter referred to as the “EPC”);

WHEREAS, the School District and Ecosystem desire to amend the EPC to include modifications to the scope of work and the terms of the EPC and/or modifications required by the State Education Department, in accordance with the terms and conditions of the First Contract Amendment annexed hereto;

NOW THEREFORE, BE IT RESOLVED, that the Board of Education of the Glen Cove City School District hereby approves the First Contract Amendment to the EPC between the Board of Education and Ecosystem in the form attached hereto, subject to the State Education Department’s approval of said First Contract Amendment; and

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Board President to execute the necessary documents to effectuate said First Contract Amendment between the Board of Education and Ecosystem on behalf of the Board of Education.

Regular Meeting – Board of Education – January 11, 2023

VIII. Personnel

C. Adoption of 2023 – 2024 School Calendar

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education adopts the attached school calendar for the 2023 – 2024 school year.

GLEN COVE SCHOOL DISTRICT

150 Dosoris Lane, Glen Cove, NY 11542

2023-2024 School Calendar

Adopted by BOE:

July-23							August-23							September-23						
S	M	T	W	TH	F	SA	S	M	T	W	TH	F	SA	S	M	T	W	TH	F	SA
						1			1	2	3	4	5						1	2
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30
30	31																			
October-23							November-23							December-23						
S	M	T	W	TH	F	SA	S	M	T	W	TH	F	SA	S	M	T	W	TH	F	SA
1	2	3	4	5	6	7				1	2	3	4						1	2
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30
														31						
January-24							February-24							March-24						
S	M	T	W	TH	F	SA	S	M	T	W	TH	F	SA	S	M	T	W	TH	F	SA
	1	2	3	4	5	6					1	2	3						1	2
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30
														31						
April-24							May-24							June-24						
S	M	T	W	TH	F	SA	S	M	T	W	TH	F	SA	S	M	T	W	TH	F	SA
	1	2	3	4	5	6				1	2	3	4							1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						

SCHOOL HOLIDAY CLOSINGS		DATES TO REMEMBER		DAYS OF INSTRUCTION	
July 4	Independence Day	First Day of School: September 5, 2023 Last Day of School: June 26, 2024		Sept.	18
September 4	Labor Day			Feb.	16
September 25	Yom Kippur	Superintendent Conference Days: August 30 and August 31, 2023 November 7, 2023		Oct.	21
October 9	Columbus Day			March	19
November 11	Veterans Day	Academic Year		Nov.	17
November 22-24	Thanksgiving Recess			April	15
Dec.25-Jan.1	Holiday Recess	School Closing Due to Inclement Weather		Dec.	16
January 15	Martin Luther King Jr. Day			May	21
Feb. 19-23	Winter Recess	Total Days of Instruction 181 Superintendent's Conference Days <u>3</u> Total calendar days 184		Jan.	<u>21</u>
March 28-29	Spring Break I			June	<u>17</u>
April 22-30	Spring Break II	0-2 Snow Day - calendar remains the same 3 snow days - School open on May 24 4 snow days - School open on May 24 and April 30			<u>88</u>
May 24-27	Memorial Day Recess				
June 19	Juneteenth				

Book: Policy Manual

Section: 1000 Community Relations

Title: PUBLIC USE OF SCHOOL FACILITIES

Code: 1500

Status: Active

Adopted: July 6, 2022

While the district's school buildings and grounds are maintained primarily for the purpose of educating students within the district, the Board of Education recognizes that the buildings and grounds are a valuable community resource and believes that this resource should be available to the community for specific uses that will not interfere with educational activities. This policy is intended to identify the uses that community groups may make of those facilities.

Pursuant to the Boy Scouts of America Equal Access Act, the district shall not deny equal access or a fair opportunity to meet, or discriminate against, any group officially affiliated with the Boy Scouts of America, or any other youth group listed in Title 36 of the United States Code as a patriotic society. However, the district and its schools are not required to sponsor any such group.

Use of School Facilities by School Personnel and Students

Any use of school facilities for school-related activities will be scheduled through the Building Principal. Any other use outside the regular school week will be scheduled through the Building & Grounds Department.

No students are allowed in a school building unless a custodian and/or administrator is on duty. Scheduling in advance will ensure that the space requested is available and not given to outside groups.

Recognized collective bargaining units may use school facilities to conduct meetings as specified in the collective bargaining agreement(s) or with approval of the Superintendent.

Permitted Uses for the General Community

District facilities may be used for the purposes listed below, subject to the conditions and restrictions set forth in this policy.

- A. Instruction in any branch of education, learning or the arts.
- B. Public library purposes, subject to provisions of the Education Law, or as stations of public libraries.
- C. Social, civic (including but not limited to meetings of parent associations and parent-teacher associations) and recreational meetings and entertainments, or other uses pertaining to the welfare of the community, so long as such uses are non-exclusive and open to the general public.
- D. Meetings, entertainment and occasions where admission fees are charged, when the proceeds are to be spent for an educational or charitable purpose.
- E. Polling places for holding primaries and elections, and for the registration of voters.
- F. Civic forums and community centers.
- G. Recreation, physical training and athletics, including competitive athletic contests of children attending a private, nonprofit school.
- H. Child-care programs when school is not in session, or when school is in session for the children of students attending schools of the district and, if there is additional space available, for children of employees of the district.

Additionally, as a condition of receiving state funding, the district permits access to military recruiters to school buildings, grounds and facilities to the same extent it provides access to those who inform students of educational, occupational or career opportunities.

Prohibited Uses

Any use not permitted by this policy is prohibited. In addition, the following uses are specifically prohibited.

- A. Meetings sponsored by political organizations.
- B. Meetings, entertainments and occasions, where admission fees are charged, that are under the exclusive control of and the proceeds are to be applied for the benefit of a society, association or organization of a religious sect or denomination or of a fraternal, secret or exclusive society or organization, other than veterans' organizations or volunteer fire fighters or volunteer ambulance workers.
- C. By any person or profit-making organization for personal or private gain, financial or otherwise.

Conditions of Use for District Facilities

- A. Use of district facilities may be permitted unless such facilities are in use for school purposes, or during educational programs. The district reserves exclusive and nonreviewable judgment to determine if a requested use would interfere with or disturb the district's educational programs.
- B. To ensure that district facilities are preserved for the benefit of the greater district community, only community based groups and organizations (that is, groups which are located within the geographic area covered by the district) may be granted access to district facilities. With the addition of a synthetic field, use of the high school varsity field will be granted to local community groups meeting all requirements.
- C. Use of district facilities will be permitted only where the applicant agrees to pay the district a user fee according to a schedule adopted by the district to cover the costs of heat, electricity, maintenance, custodial services and any other expenses associated with the requested use. Use is further conditioned upon the applicant's agreement to pay additional fees associated with the use of any additional services or equipment. The district retains the right to condition use upon an applicant depositing with the district a sum equaling the estimated costs and fees associated with the proposed use 10 days in advance of the requested use. The district retains the further right to waive user fees for groups that are associated with or sponsored by the district.
- D. Where, in the judgment of the district, the requested use of district facilities requires special equipment or supervision, the district reserves the right to deny such use, or in the alternative, to condition such use upon the applicant's payment of additional fees in accordance with paragraph C above. Only authorized personnel shall operate district equipment.
- E. Use of district facilities will only be permitted where the organization provides the district timely evidence of adequate insurance coverage (\$1,000,000 minimum) to save the district harmless from all liability, property damage, personal injuries and/or medical expenses. The district will exercise complete and unreviewable discretion regarding what constitutes adequate insurance coverage for each proposed use.
- F. The District reserves the discretion to deny use of district facilities described above, or to terminate use of district facilities:
 - 1. By an applicant who has previously misused or abused district facilities or property or who has violated this policy;
 - 2. For any use which could have the effect of violating the Establishment Clause of the United States Constitution or other provisions of the United States or New York State Constitutions;
 - 3. For any use which, in the estimation of the Board, could reasonably be expected to or actually does give rise to a riot or public disturbance;
 - 4. For any use which the Board deems inconsistent with this policy;
 - 5. For any use by a private for-profit entity that has the direct or indirect effect of promoting the products or services of such entity;
 - 6. In any instance where alcoholic beverages or unlawful drugs are sold, distributed, consumed, promoted or possessed;
 - 7. For any use prohibited by law.

Application Procedure for Use of District Facilities

- A. All applications for use of school facilities shall be made in writing and submitted to the Superintendent of Schools or designee at least 30 days prior to the date of the requested use. A use permit application is available in the Director of Facilities' office or on the district website.
- B. The applicant must clearly and completely describe the intended use of the district facility in the application.
- C. All applicants must review this policy prior to submitting the application. All applications must be signed by an authorized agent of the group or organization requesting use. The applicant's signature on the application shall attest to the group or organization's intent to comply with all Board policies and regulations and to use district facilities strictly in accordance with the use described in the application.
- D. All applicants must agree to assume responsibility for all damages resulting from its use of district facilities. Proof of adequate insurance must be provided by the applicant at least 10 days before the date of the requested use.
- E. Permits shall be valid only for the facility, use, dates and time specified in the permit. No adjustment to the permit is allowed except with the prior written approval of the Superintendent or designee. Permits shall not be transferable.
- F. The Superintendent or designee is authorized to alter or cancel any permit if it becomes necessary to use the facility for school purposes or for other justifiable reason.
- G. With regard to scheduling activities, the district retains the right to give preference to groups and organizations which are associated with or sponsored by the district.
- H. Issuance of a permit shall not limit the right of access to the facility by district staff.

Ref:

Education Law §§2-a; 414

20 USC §7905

34 CFR Part 108

Adoption date: July 6, 2022

Book: Policy Manual

Section: 1000 Community Relations

Title: PUBLIC USE OF SCHOOL FACILITIES REGULATION

Code: 1500-R

Status: Active

Adopted: July 6, 2022

Use of School Facilities on Weekends and Holidays

School facilities, except under unusual circumstances, will not be available on Saturdays, Sundays or school holidays. However if used on Saturdays, Sundays or school holidays, individuals or groups will be charged at a rate as specified in the "Facility Use Fee Schedule" and "Additional Fees and Requirements" to cover the cost of utilities, operation and maintenance, with such charges being made against Local Priority, Non-Local Groups and School-Related groups.

Fees

There shall be established a Facility Use Fee Schedule (below) to cover the cost of utilities, operation and maintenance. An additional fee may be charged for services that may be required by the district due to the particular event taking place. Any organization that fails to pay the charges requested will forfeit its right to use any school facility until it complies with this requirement.

Only the district may pay employees for services involving the use of school facilities.

Any change in time, date or cancellation of an activity is to be reported to the Superintendent or designee. It will be understood that it may be necessary to reschedule a non-school activity if a conflict arises with a school-related activity.

In case of an accident resulting in injury to any person or damage to personal property, the incident must be reported immediately to the custodian or district personnel who is in charge. It must also be submitted in writing to the Superintendent within 5 days after the function. The permittee shall immediately request an accident report form from the district Business Office.

The granting of permission to use school property will not carry the right to exclude representatives of the district or designated members of the Board from the property. District representatives, and designated members of the Board, will have full and free access at all times to any part of the building.

Facility Use Fee Schedule

1. Local Priority Groups

Local priority groups include the Firemen's Organizations, Veterans' Groups, Civic Associations, Boy Scouts, Girl Scouts, Senior Citizen Groups, Glen Cove Youth Group, and similar groups.

	Classrooms	Cafeteria	Gymnasiums & Auditoriums	HS Track & Field
a. Admission/donation fees not charged.	No Fee	No Fee	No Fee	No Fee
b. Admission/fees/ donations charged for performance or program.	\$20	\$40	\$150	\$250

2. Non-Local Groups

Non-local groups include those: (1) which have at least fifty-one (51%) of their membership residing outside the school district; (2) not having a Glen Cove physical mail address; or (3) not identified as being a Glen Cove community group or organization or accepted as such by the School Board. Any such group may apply to the Board for reconsideration.

	Classrooms	Cafeteria	Gymnasiums & Auditoriums	HS Track & Field
a. Admission/donation fees not charged.	\$40	\$75	\$250	\$350
b. Admission/fees/ donations charged for performance or program.	\$60	\$100	\$500	\$750

3. School Related Groups

School related groups include Parent Teacher Associations, school clubs, recognized employee organizations, and booster organizations.

	Classrooms	Cafeteria	Gymnasiums & Auditoriums	HS Track & Field
a. Admission/donation fees not charged.	No Fee	No Fee	No Fee	No Fee
b. Admission/fees/ donations charged for performance or program.	No Fee	No Fee	No Fee	No Fee

Additional Fees and Requirements

1. When the school district is on an austerity or contingency budget, the district may not make its facilities available to community groups without charge. Proposed users must pay in advance all identifiable costs associated with such use. This shall not apply to use pursuant to an intergovernmental cooperation agreement or by the PTA for other than social functions.
2. The fees listed above are for weekday use of school facilities. Weekend, holiday and after school-hours use would require the fee listed plus the district's cost for custodial and security overtime salaries. If additional custodial and/or security personnel are required, the group would be responsible for all the salary costs.
3. Dress rehearsals and practice sessions by Special Arrangement only.

4. In the event that the voters of the district do not appropriate funds for free or subsidized community use of school property, the foregoing fee schedule shall not be applicable and community groups will be required to reimburse the district for all identifiable costs associated with an approved use of such facilities.

Adoption date: July 6, 2022