AGENDA

Glen Cove Board of Education
Board of Education
BOE MEETING
Wednesday, July 26, 2023, 7:30 pm - 9:00 pm

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 7/6/23 Reorganization and Regular Meeting and 7/12/23 - Presented by District Clerk

III. Committee Reports

No Reports

IV. Superintendent Report

A. Updates

1. No Harm Policy

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. Adoption of Counseling Plan

VIII. Business Affairs

A. Finance

No Reports

B. Operations

1. Budget Transfers (2022-2023)
2. Budget Transfers (2023-2024)
3. Contracts - Health and Allied Services
4. Contracts - Student Services
5. Fund Transfer

6. Contracts - Reading Writing Project, LLC
7. Contract - High School - Track and Field Reconstruction

IX. Personnel

A. Certified

1. Appointment of Part-Time Teacher
2. Appointment of Permanent Substitute Teacher
3. Appointment of Probationary Teachers
4. Rescission of Appointment
5. Appointment of Regular Substitute Teacher
6. Appointment of Per Diem Substitute Teacher
7. Appointment of Team Leaders
8. Appointment of Elementary Peer Mediator Advisors (Connolly School)
9. Appointment of Summer Academic Program K-8 Staff
10. Rescission of Appointments of Summer Curriculum Writers
11. Appointment of Summer Curriculum Writers
12. Resignations

B. Classified

1. Appointment of Per Diem Substitute Food Service Helper
2. Additional Hours of Employment
3. Appointment of Summer Academic Program K-8 Staff (Nurse & Security Guard)
4. Requests for Leave of Absence

X. Unfinished Business

XI. New Business

A. First Reading and Adoption of Policy# 6700, Policy# 2160 and Policy# 9120.1

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.

VII. **Instructional Report**

C. Glen Cove City School District Counseling Plan 2023-2024

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education readopts the Glen Cove City School District Counseling Plan 2023-2024, in compliance with the requirements of New York State Education Department 100.2 (j) Regulations.

VIII. **Business Affairs**

B. Operations

1. Budget Transfers

RESOLVED, on the recommendation of the Superintendent of Schools, the Board approves the attached **2022.2023** budget transfers.

BUDGET TRANSFER(S)			
Account Code	**Account Name**	**Transfer In**	**Transfer Out**
A1480.490	Public Relations - BOCES	$10,197.82	
A1240.160.25	Salary Secretary		$10,197.82
TOTAL		**$10,197.82**	**$10,197.82**

To transfer funds to cover final Zimmerman payment through BOCES.

BUDGET TRANSFER(S)			
Account Code	**Account Name**	**Transfer In**	**Transfer Out**
A2250.150.04	Salary - Teacher Special Ed	$85,013.09	
A2250.150.08	Salary - Teacher Special Ed	$21,213.24	
A2250.151	Home Tutorin	$36,545.80	
A2250.161.03	Salary - Monitor Special Ed	$14,537.66	
A2250.161.04	Salary - Monitor Special Ed	$10,310.62	
A2250.161.05	Salary - Monitor Special Ed	$15,234.87	
A2250.150.05	Salary - Teacher Special Ed		$85,000.00
A2250.150.07	Salary - Teacher Special Ed		$63,000.00
A2250.150	Salary - Teacher Special Ed		$20,000.00
A2250.470	Tuition - Special Ed Schools		$14,855.28
TOTAL		**$182,855.28**	**$182,855.28**

To transfer funds to cover actual salary expense in various codes.

BUDGET TRANSFER(S)			
Account Code	**Account Name**	**Transfer In**	**Transfer Out**
A2815.160.08	Salary Nurses	$10,121.13	
A2815.460	Health Services - Other Districts		$10,121.13
A1620.164.07	Salary - Security	$13,854.80	
A1620.167.08	Salary - Security - OT		$8,500.00
A1620.164.25	Salary - Security		$5,354.80
A2110.136	Xtra Classes K-12	$27,358.33	
A2110.135	Classification Change		$27,358.33
A2110.120.04	Salary - Teacher	$23,801.87	
A2110.120.08	Salary - Teacher	$64,062.33	
A2110.120.02	Salary - Teacher		$75,000.00
A2110.120.03	Salary - Teacher		$12,864.20
TOTAL		**$139,198.46**	**$139,198.46**

To transfer funds to cover actual salary expense in various codes.

VIII. **Business Affairs**

B. Operations

2. Budget Transfers

RESOLVED, on the recommendation of the Superintendent of Schools, the Board approves the attached **2023.2024** budget transfers.

BUDGET TRANSFER(S)			
Account Code	**Account Name**	**Transfer In**	**Transfer Out**
A1430.150.25	Salary Assist Supt For Personnel		$34,445.00
A1910.431	Unallocated Insurance	$34,445.00	
TOTAL		**$34,445.00**	**$34,445.00**

To transfer funds to cover 2023-2024 NYSIR Insurance Invoice.

VIII. **Business Affairs**

B. Operations

3. Contracts – Health and Allied Services

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education approves the services as summarized below for the 2022-2023 Health and Allied Services and authorizes the President of the Board of Education to sign such contract upon approval.

District	Address	School/No. of Students	Services
Hempstead UFSD	185 Peninsula Blvd. Hempstead, NY	1 Student/Cresent School 4 Students /Academy Charter 3 Students/Sacred Heart	Health and Allied Services
Westbury UFSD	2 Hitchcock Lane Old Westbury, NY	9 Students/Holy Child Academy	Health and Allied Services
Uniondale UFSD	933 Goodrich St. Uniondale, NY	32 Students/Kellenberg	Health and Allied Services

VIII. **Business Affairs**

B. Operations

4. Contracts – 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: North Shore Central School District
Address: 112 Franklin Avenue
Sea Cliff, NY 11579
Service: Summer tuition
Rate: $5,287.00

Provider: Julie Johnson -SLP
Address: 92 Old Field Road
Setauket, NY 11733
Service: Augmentative Communication/ Assistive Technology evaluations
Rate: $1,800 Augmentative Comm. eval, $2,000 Assistive Tech eval

VIII. **Business Affairs**

B. Operations

5. Fund Transfer

BE IT RESOLVED, that the Board of Education authorizes a transfer of $72,972.10 from the District's 2022-2023 Unappropriated Fund Balance to the Capital Fund for the purpose of the remediation of the chimney at the Middle School (emergency project).

VIII. **Business Affairs**

B. Operations

6. Contracts – Reading and Writing Project

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education approves the contract with Reading and Writing Project Network, LLC for the Glen Cove City School District grades K-5 (7 days Deasy, 7 days Gribbin, 7 days Connolly, 7 days Landing) for on-site based coaching during the 2023-2024 school year and authorizes the Board President to sign such contract. Grade level teachers (K-5) ENL, Special-Education and Tier 3 staff will be provided with professional development.

Reading and Writing Project Network, LLC	P.O. Box 26561 Prescott Valley, Az 86312	ELA professional development grades K-5 as outlined in contract	Paid from Title I A Grant

VIII. **Business Affairs**

B. Operations

7. Contract Award – High School – Track and Field Reconstruction

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education approves a motion to accept the recommendation by the district's architect, John Grillo, to approve The LandTek Group, Inc. as the contractor to do the Track and Field Reconstruction at Glen Cove High School. The proposal from The LandTek Group, in the amount of $2,398,507.10, referencing the Town of Huntington General Construction Requirements Contract – ES 2022-04/O-E.

Book

Policy Manual

Section

6000 Fiscal Management

Title

PURCHASING

Code

6700

Status

Active

Adopted

July 6, 2022

The Board of Education views purchasing as serving the educational program by providing necessary supplies, equipment and related services. Purchasing will be centralized in the business office under the general supervision of the Purchasing Agent designated by the Board.

It is the goal of the Board to purchase competitively, without prejudice or favoritism, and to seek the maximum educational value for every dollar expended. Competitive bids or quotations shall be solicited in connection with purchases pursuant to law. The General Municipal Law requires that purchase contracts for materials, equipment and supplies involving an estimated annual expenditure exceeding $20,000 and public work contracts involving an expenditure of more than $35,000 will be awarded only after responsible bids have been received in response to a public advertisement soliciting formal bids. Purchases of the same commodity cannot be artificially divided for the purpose of avoiding the threshold. Similar procurements to be made in a fiscal year will be grouped together for the purpose of determining whether a particular item must be bid.

The district's purchasing activity will strive to meet the following objectives:

1. to effectively supply all administrative units in the school system with needed materials, supplies, and contracted services;
2. to obtain materials, supplies and contracted services at the lowest prices possible consistent with the quality and standards needed as determined by the Purchasing Agent in conformance with state law and regulation and in cooperation with the requisitioning authority. The educational and physical welfare of the students is the foremost consideration in making any purchase;
3. to ensure that all purchases fall within the framework of budgetary limitations and that they are consistent with the educational goals and programs of the district;
4. to maintain an appropriate and comprehensive accounting and reporting system to record and document all purchasing transactions; and

5. to ensure, through the use of proper internal controls, that loss and/or diversion of district property is prevented.

Opportunities shall be provided to all responsible suppliers to do business with the school district. Suppliers whose place of business is situated within the district may be given preferential consideration only when bids or quotations on an item or service are identical as to price, quality and other factors.

Where permitted by law, purchases may be made through available cooperative BOCES bids, or by "piggybacking" onto contracts of the United States or agencies thereof or the federal General Services Administration (GSA), the New York State Office of General Services (OGS), departments or agencies of New York State, any New York State county, or any state or any county or political subdivision or district therein, whenever such purchases are in the best interests of the district or will result in cost savings to the district. In addition, the district will make purchases from correctional institutions and severely disabled persons through charitable or non-profit-making agencies, as provided by law.

It is the district's responsibility to review each "piggybacking" contract corresponding to a proposed purchase, upon the advice of counsel as necessary, to determine whether the original contract does not conflict with state law or regulation, and meets the following requirements:

1. The contract must have been let by the United States, or any agency thereof, any state, or any other political subdivision or district therein;
2. The contract must have been made available for use by other governmental entities; including New York State local governments;
3. The contract must have been let to the lowest responsible bidder or on the basis of best value, in a manner consistent with General Municipal Law §103. Those main elements are: (a) public solicitation of bids or offers; (b) secure or confidential bids or offers; (c) use of a common standard for bidders or offers to compete fairly; and (d) awarded to the lowest responsible bidder, or responsible offeror of best value, which optimizes quality, cost and efficiency.

In accordance with law, the district shall give a preference in the purchase of instructional materials to vendors who agree to provide materials in alternative formats. The term "alternative format" shall mean any medium or format for the presentation of instructional materials, other than a traditional print textbook, that is needed as an accommodation for a disabled student enrolled in the district (or program of a BOCES), including but not limited to Braille, large print, open and closed captioned, audio, or an electronic file in a format compatible with alternative format conversion software that is appropriate to meet the needs of the individual student.

The Board is also aware of the need to reduce exposure of students and staff to potentially harmful chemicals and substances used in cleaning and maintenance. In accordance with law, regulation and guidelines set forth by the Office of General Services (OGS), the district will purchase and utilize environmentally sensitive cleaning and maintenance products in its facilities whenever feasible. Cleansers purchased must, first and foremost, be effective so that the district may continue to purchase non-green products as necessary. Environmentally sensitive cleaning and maintenance products will be procured in accordance with standard purchasing procedures as outlined in this policy and regulation.

In order to ensure that the district avails itself of advantageous purchasing opportunities, the Board authorizes the Purchasing Agent to represent the district in applying for federal programs designed to discount prices for goods and services. Specifically, the Purchasing Agent will abide by the rules and regulations associated with applying for telecommunications service discounts through the Universal Service Fund (E-Rate), in addition to complying with the local purchasing policies set forth by the Board. As with all purchasing activity, appropriate documentation of the application and purchase through any federal program will be maintained by the business office.

Competitive Bidding

Purchase contracts and public works contracts subject to competitive bidding will be awarded to the lowest responsible bidder, however, the Board authorizes that purchase contracts may be awarded on the basis of

best value, as defined in State Finance Law §163. Other exceptions to competitive bidding are outlined below.

In addition, the Board authorizes the receipt of sealed bids for purchase contracts in electronic format, pursuant to the provisions of General Municipal Law §103(1) which addresses proper documentation, authentication, security, and confidentiality of electronic bids.

The district shall comply with the requirements of General Municipal Law §103-g, which prohibits, with few exceptions, competitive bidding contracts with entities that invest significantly in the Iranian energy sector, as outlined in the accompanying regulation.

A bid bond may be required if considered advisable.

Exceptions to Competitive Bidding

Competitive bidding, even if the dollar value of the purchase meets the threshold established above, is not required in the following circumstances:

1. emergencies where time is a crucial factor;
2. procurements for which there is no possibility of competition (sole source items);
3. professional services that require special skill or training (see policy 6741 for guidance on purchasing professional services);
4. purchases such as surplus or second-hand items from governmental entities, certain food and milk items, or goods and services from municipal hospitals; or
5. where the district is purchasing through (or is "piggybacking" onto) the contract of another governmental entity, where the original contract complies with the requirements of New York State law for competitive bidding.

Purchasing when Competitive Bidding Not Required

Goods and services which are not required by law to be procured by the district through competitive bidding will be procured in a manner so as to ensure the prudent and economical use of public monies, in the best interests of the taxpayers, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption.

Alternative proposals or quotations will be secured by requests for proposals, written or verbal quotations or any other appropriate method of procurement, except as permitted by state law for procurements:

1. under a county contract;
2. under a state contract;
3. under a federal contract;
4. under a contract of another political subdivision;
5. of articles manufactured in state correctional institutions; or
6. from agencies for the blind and severely disabled.

"Piggybacking" onto the contract of other governmental agencies is permitted where the original contract is in conformance with the goals of this section.

The district will provide justification and documentation of any contract awarded to an offeror other than the lowest responsible dollar offeror, setting forth the reasons why such award is in the best interests of the district and otherwise furthers the purposes of section 104-b of the General Municipal Law.

Apparel and Sports Equipment Purchases

The Board requires that information on labor standards be considered in purchasing apparel. The Board authorizes and requires the School Business Official to make a determination that a bidder on a contract for the purchase of apparel is not a responsible bidder where competitive bidding is required based upon either:

1. The labor standards applicable to the manufacture of the apparel including, but not limited to, employee compensation, working conditions, employee rights to form unions, and the use of child labor; and/or
2. The bidder's failure to provide information sufficient for the Board to determine the labor standards applicable to the manufacture of the apparel.

The Board requires the School Business Official to apply the above criteria to apparel purchases which are not required to be competitively bid. The district will maintain justification and documentation of any determination that an apparel bidder or vendor is disqualified for these reasons.

General Purchasing Provisions

The Superintendent of Schools, with the assistance of the Purchasing Agent, shall be responsible for the establishment and implementation of the procedures and standard forms for use in all purchasing and related activities in the district. Such procedures shall comply with all applicable laws and regulations of the state and the Commissioner of Education.

No Board member, officer, ~~or~~ employee of the school district or agent shall have an interest in any contract entered into by the Board or the district, as provided in Article 18 of the General Municipal Law.

Comments will be solicited from those administrators involved in the procurement process before enactment of the district's policies regarding purchasing and from time to time thereafter. The policies must then be adopted by Board resolution. All district policies regarding the procurement processes will be reviewed by the Board at least annually.

The unintentional failure to fully comply with the provisions of section 104-b of the General Municipal Law or the district's policies regarding procurement will not be grounds to void action taken nor give rise to a cause of action against the district or any officer or employee of the district.

Cross-ref:
6710, Purchasing Authority
6741, Contracting for Professional Services

Ref:
Comprehensive Iran Sanctions, Accountability, and Divestment Act of 2010 (Public Law 111-195)
Education Law §§305(14); 409-i; 1604(29-a); 1709(4-a), (9), (14), (22); 2503(7-a); 2554(7-a)
General Municipal Law §§102; 103; 103-g; 104; 104-b; 109-a; 800 et seq.
State Finance Law §§97-g(3), (4), (5); 163; 163-b; 165-a
County Law §408-a(2)
8 NYCRR Part 114

Adoption date: July 6, 2022

Policy Manual

Section

2000 School Board Governance and Operations

Title

SCHOOL DISTRICT OFFICER AND EMPLOYEE CODE OF ETHICS

Code

2160

Status

Active

Adopted

July 6, 2022

The Board of Education is committed to avoiding any situation in which the existence of conflicting interests of any Board member, officer or employee may call into question the integrity of the management or operation of the school district. The Board recognizes that sound, ethical standards of conduct serve to increase the effectiveness of district officers and staff as educators and public employees in the community. Adherence to a code of ethics promotes public confidence in the schools and furthers the attainment of district goals.

The Board also recognizes its obligation to adopt a code of ethics setting forth the standards of conduct required of all Board members, district officers and employees under the provisions of the General Municipal Law. Therefore, every Board member, officer and employee of the district, whether paid or unpaid, shall adhere to the following code of ethics.

Statutory Conflicts of Interest

It is a conflict of interest for a Board member, officer or employee to benefit personally from contracts made in their official capacity.

- "Contract" is defined broadly to include any claim or demand against the district or account or agreement with the district, whether expressed or implied which exceeds the sum of $750.00 in any fiscal year.
- An "interest" is defined as a direct or indirect benefit that runs to the employee as a result of a contract with the district.

No Board member, officer, ~~or~~ employee or agent shall have an "interest" (i.e., receive a direct or indirect benefit as the result of a contract with the district) in:

1. a firm, partnership or association in which he/she is a member or employee;
2. a corporation in which he/she is an officer, director or employee;
3. a corporation in which he/she, directly or indirectly, owns or controls 5% or more of the stock;
4. a contract between the district and his/her spouse, minor child or dependents, except for an employment contract between the school district, a spouse, minor child or dependent of a Board member authorized by §800(3) of the General Municipal Law or §3016 of the Education Law.

1. Gifts: A Board member, officer or employee shall not directly or indirectly solicit any gift or accept or receive any gift having a value of $75 or more, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence him or her in the performance of his or her official duties or was intended as a reward for any official action on his or her part.

   However, the Board welcomes and encourages the writing of letters or notes expressing gratitude or appreciation to staff members. Gifts from children that are principally sentimental in nature and of insignificant financial value may be accepted in the spirit in which they are given.

2. Confidential information: A Board member, officer or employee shall not disclose confidential information acquired by him or her in the course of his or her official duties or use such information to further his or her personal interest. This includes matters discussed in executive session. However, the Board, acting as a whole, may decide to disclose such information where disclosure is not prohibited under the law.

3. Representation before the Board or District: A Board member, officer or employee shall not receive or enter into any agreement, expressed or implied, for compensation for services to be rendered in relation to any matter before the school district.

4. Disclosure of interest in matters before the Board: A Board member, officer or employee of the district, whether paid or unpaid, must publicly disclose the nature and extent of any interest they or their spouse have, will have or later acquire in any actual or proposed contract, purchase agreement, lease agreement or other agreement involving the school district (including oral agreements), to the governing body and his/her immediate supervisor (where applicable) even if it is not a prohibited interest under applicable law. Such disclosure must be in writing and made part of the official record of the school district. Disclosure is not required in the case of an interest that is exempted under Section 803(2) of the General Municipal Law. The term "interest" means a pecuniary or material benefit accruing to an officer or employee.

5. Investments in conflict with official duties: A Board member, officer or employee shall not invest or hold any investment directly in any financial, business, commercial or other private transaction that creates a conflict with his or her official duties. Exceptions to the conflict of interest law can be found in Section 802 of the General Municipal Law (see 2160-E.1).

6. Private employment: A Board member, officer or employee shall not engage in, solicit, negotiate for or promise to accept private employment when that employment or service creates a conflict with or impairs the proper discharge of his or her official duties.

7. Future employment: A Board member, officer or employee shall not, after the termination of service or employment with the district, appear before the Board in relation to any action, proceeding, or application in which he or she personally participated during the period of his or her service or employment or that was under his or her active consideration.

8. Involvement with Charitable Organizations: A Board member, officer or employee may be involved as a volunteer, officer or employee in a charitable organization which has a relationship with the district. If a Board member is a board member, officer or employee of the charitable organization the Board member must disclose such relationship in writing to the district, and the Board member must recuse himself or herself from any discussions or votes relating to the charitable organization which may come before the Board. When participating in the activities of the charitable organization, the Board member, officer or employee shall not disclose any confidential information learned in the course of his or her official duties or use such information to further personal interests. Additionally, the Board member, officer or employee shall not make representations on behalf of the district unless specifically authorized to do so by the Board.

Distribution of Code of Ethics

The Superintendent of Schools shall cause a copy of this Code of Ethics to be distributed to every member of the Board, every officer and employee of the school district. Each officer and employee elected or appointed thereafter shall be furnished a copy before entering upon the duties of his or her office or employment. In addition, the Superintendent shall ensure that a copy of Article 18 of the General Municipal Law shall be kept posted in each public building under the district's jurisdiction in a place conspicuous to the district's officers and employees.

Penalties

In addition to any penalty contained in any other provision of law, any person who shall knowingly and intentionally violate any of the provisions of the Board's code of ethics and its accompanying regulation may be fined, suspended or removed from office or employment, as the case may be, in the manner provided by law.

Ref:
General Municipal Law §§806-808
Opn. St. Comp. 2008-01
Application of the Board of Education, 57 EDR Dec. No. 17,147 (2017)
Application of Nett and Raby, 45 EDR 259 (2005)

Adoption date: July 6, 2022

Last Modified by Jessica Goldstein on September 1, 2022

Book

Policy Manual

Section

9000 Personnel

Title

CONFLICT OF INTEREST

Code

9120.1

Status

Active

Adopted

July 6, 2022

The Board of Education is committed to avoiding any situation in which the existence of simultaneous, conflicting interests in any officer~~, or~~ employee or agent may call into question the integrity of the management or operation of the school district. Therefore:

No person employed by the district shall hire, supervise, evaluate, promote, review or discipline any other employee who is a member of the same family. In the event that marriage, promotion, or reorganization results in a situation not in compliance with this policy, reassignment or transfer will be effected, in accordance with the applicable provisions of any collective bargaining agreement, to correct the situation.

No person employed by the district shall negotiate or execute any contract on behalf of the district for the purchase, sale or lease of real or personal property, services of any nature, nor for insurance without first having determined the common price for such property, services or insurance, or requesting bids from all potential providers of such property, services or insurance.

No person employed by the district shall allow any matter, concern or interest, personal, financial or otherwise, to influence or interfere with the performance of his or her duties. Should such a matter, concern or interest arise, the employee shall bring the matter to the attention of his or her supervisor or the Board to seek ways to reduce or eliminate the influence or interference.

The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees and agents may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial, or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

The Board affirms its commitment to adhere scrupulously to all applicable provisions of law regarding material conflicts of interest.

Knowing or willful violation of this policy by any employee may result in disciplinary action up to and including dismissal.

Any officer, employee, agent or member of the public noting or suspecting a violation of this policy is encouraged to bring the matter, either in confidence or in public, to the Board or the Superintendent of Schools.

Cross-ref:
2160, School District Officer and Employee Code of Ethics

Ref:
Education Law §§410; 3016
General Municipal Law Art. 18, §§801-813
Labor Law §201-d
Dykeman v. Symonds, 54 AD2d 159 (4th Dep't 1976)

Adoption date: July 6, 2022