

AGENDA



**Glen Cove Board of Education
Board of Education
BOE MEETING
Wednesday, January 3, 2024, 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 13, 2023 - Presented by District Clerk

III. Committee Reports

- A. Audit Committee
 - 1. Maureen Jimenez
 - 2. Lynn James
 - 3. Meghan Lavine
- B. Policy Committee
 - 1. Angela Raimo
 - 2. Anne Markoulis
 - 3. Lia Leone
- C. Facilities Report
 - Victoria Galante

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

VIII. Business Affairs

- A. Finance
 - 1. Financial Reports
 - No Reports
- B. Operations
 - 1. Field Trip - Junk Kouture
 - 2. Field Trip - Ski Club
 - 3. Field Trip - Music in the Parks
 - 4. Contract - District of Residence
 - 5. Approval of Corrective Action Plan
 - 6. Donation - Booster Club
 - 7. Per-Diem Substitute Rate Increase

IX. Personnel

- A. Certified
 - 1. Appointment of Regular Substitute Teacher
 - 2. Appointment of Permanent Substitute Teachers
 - 3. Appointment of Part-Time Teaching Assistant
 - 4. Appointment of Mentor Teacher
 - 5. Change in Status
 - 6. Request for Leave of Absence
 - 7. Appointment of Regents Review Class Teachers (High School)
- B. Classified
 - 1. Appointment of Senior Account Clerk
 - 2. Appointment of Account Clerk
 - 3. Appointment of School Monitor
 - 4. Appointment of Clerical Trainer
 - 5. Change in Hours
 - 6. Request for Leave of Absence
 - 7. Resignation
 - 8. Retirement
 - 9. Termination
- C. Adoption of 2024-2025 School Calendar

X. Unfinished Business

- A. Second Reading and Adoption of Policy #4765
- B. Second Reading and Adoption of Policy #8130

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.

Regular Meeting – Board of Education – January 3, 2024

VIII. **Business Affairs**

B. Operations

1. Field Trip – Junk Kouture

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education approves the trip to the World Finals for Junk Kouture from 2/14/24 through 2/23/24 as outlined on the attached paperwork. This trip was originally approved on August 23, 2023, however the dates and location have changed.

Regular Meeting – Board of Education – January 3, 2024

VII. **Business Affairs**

B. Operations

2. Field Trip

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education approves the Ski Club field trip to Jiminy Peak, Massachusetts from February 9, 2024 to February 11, 2024, as outlined on the attached.

Regular Meeting – Board of Education – January 3, 2024

VIII. **Business Affairs**

B. Operations

3. Field Trip

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education approves the participation of the HS Wind Ensemble, Select Chorale and 11/12 Orchestra in the Music in the Parks festival to be held at Hershey Park on May 31, 2024 and June 1, 2024 as outlined on the attached paperwork.

Regular Meeting – Board of Education – January 3, 2024

VIII. **Business Affairs**

B. Operations

4. Contract – District of Residence

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education approves the Special Education Services Contract(s) for the 2023-2024 school year as summarized below in which Glen Cove is the district of residence and authorizes the President of the Board of Education to sign such contract upon approval:

District of Location	Address	School/# of Students	Services
North Shore CSD	112 Franklin Ave Sea Cliff, NY 11579	1 Student – Greenvale School	Special Ed services as outlined in IEP.

Regular Meeting – Board of Education – January 3, 2024

VIII. **Business Affairs**

B. Operations

5. 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, 2023 Management Letter issued by the District’s external auditors, which will be implemented during the 2023 – 2024 school year.

Regular Meeting – Board of Education – January 3, 2024

VIII. **Business Affairs**

B. Operations

6. Donation – Booster Club

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education accepts, with gratitude, a donation of equipment from the Booster Club for use in the high school gymnasium as outlined on the attached.

VIII. **Business Affairs**

B. Operations

7. Per-Diem Substitute Rate Increase

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education approves the motion to raise the per-diem substitute rate to \$17.00 per hour effective January 1, 2024 as indicated below.

Position	Rate
Substitute Monitor	\$17.00/hour
Substitute Teaching Assistant	\$17.00/hour
Substitute Food Service Helper	\$17.00/hour
Substitute Cleaner	\$17.00/hour
Substitute Security Guard	\$17.00/hour

Regular Meeting – Board of Education – January 3, 2024

VIII. **Personnel**

C. Adoption of 2024 – 2025 School Calendar

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education adopts the attached school calendar for the 2024 – 2025 school year.

GLEN COVE SCHOOL DISTRICT

150 Dosoris Lane, Glen Cove, NY 11542

2024-2025 School Calendar

Adopted by BOE:

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

SCHOOL HOLIDAY CLOSINGS	DATES TO REMEMBER	DAYS OF INSTRUCTION
July 4 Independence Day	First Day of School: September 3, 2024 Last Day of School: June 27, 2025	Sept. 20 Feb. 15
September 2 Labor Day		Oct. 20 March 21
October 3-4 Rosh Hashanah		Nov. 16 April 16
October 14 Columbus Day/ Indigenous Peoples' Day		Dec. 15 May 19
November 11 Veterans Day	August 28 and August 29, 2024	Jan. <u>20</u> June <u>19</u>
November 27-29 Thanksgiving Recess	November 5, 2024	<u>91</u> <u>90</u>
Dec.23-Jan.1 Holiday Recess		
Academic Year	School Closing Due to Inclement Weather	
Total Days of Instruction 181	0-2 Snow Day - calendar remains the same	
Superintendent's Conference Days <u>3</u>	3 snow days - School open on May 23	
Total calendar days 184	4 snow days - School open on May 23 and May 27	

Book Policy Manual
Section 4000 Instruction
Title ONLINE, DISTANCE, AND REMOTE LEARNING
Code 4765
Status Active
Adopted July 6, 2022

The Board of Education recognizes that new technologies are changing the way instructional material can be delivered to students. These technologies may permit the district to more effectively reach all students and provide expanded and enriched curriculum opportunities. Therefore, the Board encourages teachers and administrators to utilize online instructional opportunities for students. The use of distance learning opportunities (e.g., through BOCES), where students attend class in the district with instruction provided remotely by a teacher at another location, may be utilized but is not covered by this policy.

In accordance with Commissioner's regulations, the Board authorizes the use of district-approved online courses which enable students to earn course credit toward a Regent's Diploma, in accordance with this policy.

Emergency Utilization During School Building Closures or Hybrid Model

During emergency situations such as extended school building closures or during a hybrid model necessitating students to work remotely, the district may utilize online learning platforms and other electronic technology to deliver instruction to students at all grade levels in an age-appropriate manner, as defined in commissioner's regulations 8 NYCRR 100.1(u), pursuant to the district's emergency remote instruction plan included in the district-wide school safety plan, in order to maintain continuity of the instructional program. The district will consider the technological capacity of students and staff to access online learning with respect to devices and internet access. The district may take steps to increase technological capacity during the emergency school closures, such as providing computing devices and temporary internet access devices.

Attendance and Behavioral Expectations

As much as possible, the Board expects students learning remotely to observe similar behavioral and attendance expectations as though they are in the school building. Therefore, the Board establishes the following expectations:

1. Students must complete assignments and participate in class as set by teachers;
2. Students must demonstrate some form of daily attendance or participation, as provided in policy 5100, Student Attendance;

3. When participating in live virtual classes, students must observe similar behavioral rules as the in-school classroom;
4. Students must understand that taking photos/screenshots, audio or visual recordings of classes can be disruptive to the teacher and students, and create an atmosphere not conducive to open dialogue and sharing of information. Students are expected to refrain from making such recordings, unless specified in an IEP or permitted by the teacher, and must not use any recording to bully or harass any individual or for academic misconduct;
5. Student misbehavior while learning remotely will lead to consequences outlined in the district's policies, including but not limited to the Code of Conduct and bullying policy;
6. Teachers must pay particular attention to the engagement of students learning remotely, and initiate additional outreach activities when a student starts to fall behind in participation, schoolwork or educational progress;
7. Teachers must communicate specific class rules and expectations, while understanding that it is not always possible to perfectly recreate the school environment in the home; and
8. Parents/guardians and families must understand that while their assistance may be needed to resolve technological issues, their presence during learning time may be distracting to their students, as well as to the teacher and other students during live virtual classes.

Cross-ref:

0115, Student Bullying and Harassment Prevention and Intervention

4200, Curriculum Management

5100, Student Attendance

5300, Code of Conduct

8130, School Safety Plans and Teams

8131, Pandemic Planning

Ref:

8 NYCRR §100.5(d)(10)

Matter of Boyd, Decision No. 16364, June 28, 2012

Adoption date: July 6, 2022

§

Book	Policy Manual
Section	8000 Support Services
Title	SCHOOL SAFETY PLANS AND TEAMS
Code	8130
Status	Active
Adopted	July 6, 2022

Emergencies and violent incidents in schools are critical issues that must be addressed in an expeditious and effective manner. The Board of Education recognizes its responsibility to adopt and keep current a comprehensive district wide school safety plan and building-level emergency response plan(s) which address violence prevention, crisis intervention, emergency response and management.

Taken together, the district-wide and building level plans provide a comprehensive approach to addressing school safety and violence prevention, and provide the structure where all individuals can fully understand their roles and responsibilities for promoting the safety of the entire school community. The plans will be designed to prevent or minimize the effects of serious violent incidents and emergencies, declared state disaster emergencies involving a communicable disease or local public health emergency declaration and other emergencies and to facilitate the district's coordination with local and county resources. The plans will also address risk reduction/prevention, response and recovery with respect to a variety of types of emergencies and violent incidents in district schools, and will address school closures and continuity of operations.

In accordance with state law and regulation, the district will have the following safety teams and plans to deal with violence prevention, crisis intervention and emergency response and management:

Comprehensive District-Wide School Safety Team and Plan

The Board will annually appoint a district-wide school safety team that includes, but is not be limited to, a representative from the following constituencies: the Board, teachers, administrators, and parent organizations, school safety personnel and other school personnel (including bus drivers and monitors). This team is responsible for the development and annual review of the comprehensive district-wide school safety plan. The plan will cover all district school buildings and will address violence prevention (taking into consideration a range of programs and approaches that are designed to create a positive school climate and culture), crisis intervention, emergency response and management including communication protocols, at the district level. It will include all those elements required by law and regulation, including protocols for responding to declared state disaster emergencies involving a communicable disease that are substantially consistent with the provisions of Labor Law §27-c, and an emergency remote instruction plan

The district-wide safety plan will include contracts or memoranda of understanding that define the relationship between the district, personnel, students, visitors, law enforcement, and public or private security personnel. These contracts or memoranda will be consistent with the Code of Conduct, and will define the roles, responsibilities, and involvement in the schools of law enforcement or security personnel. The role of school discipline will be clearly delegated to school administration.

The Board may also appoint a student representative to the district-wide school safety team. However, no confidential building-level emergency response plans will be shared with the student member, nor will the student member be present during discussion of any confidential building-level emergency response plans, or confidential portions of the district-wide emergency response strategy.

The Superintendent of Schools or designee will be the district's chief emergency officer, and will coordinate communication between school staff and law enforcement and first responders. The chief emergency officer will ensure that all staff understand the district-wide school safety plan and receive training on the building-level emergency response plan, violence prevention and mental health, and will also ensure that district-wide and building-level plans are completed, reviewed annually, and updated as needed by the designated dates. The chief emergency officer will ensure that the district-wide plan is coordinated with the building-level plans, and will ensure that required evacuation and lock-down drills are conducted.

Building-Level Emergency Response Plans and Teams

Each Building Principal is responsible for annually appointing a building-level emergency response team that includes representation from teachers, administrators, parent organizations, school safety personnel, other school personnel (including bus drivers and monitors), law enforcement officials, fire officials and other emergency response agencies. The emergency response team is responsible for the development and review of a building-level emergency response plan for each district building. The plan(s) will address the response to emergency situations, such as those requiring evacuation, sheltering and lock-down at the building level and will include all components required by law and regulation, including measures necessary to comply with Labor Law § 27-c to respond to public health emergencies involving a communicable disease. These confidential plans will include evacuation routes, shelter sites, medical needs, transportation and emergency notification of parents and guardians.

Building-level emergency response plans will include protocols in response to carbon monoxide alarms or detection. Alarm or detection of carbon monoxide will result in the appropriate actions as described by the emergency response plan.

Building-level emergency response plans must designate:

- an emergency response team for incidents that includes appropriate school personnel, law enforcement officials, fire officials, and representatives from local, regional and/or state

emergency response agencies to assist the school community in responding to a violent incident or emergency; and

- a post-incident response team that includes appropriate school personnel, medical personnel, mental health counselors and other related personnel to assist the community in coping with the aftermath of a serious violent incident or emergency.

During emergencies, staff are authorized to temporarily cover classroom door vision panels when it is likely to protect staff and students. For example, covering vision panels may prevent an intruder from determining if a classroom is occupied, thereby discouraging attempts to gain access. During emergencies, staff are also authorized to temporarily block doors to slow the access of intruders. Building-level emergency response plans must address the temporary covering of door vision panels and the temporary blocking of doors during emergencies.

The Building Principal is responsible for conducting at least one test every school year of the emergency response procedures under this plan including procedures for sheltering and early dismissal.

To maintain security and in accordance with law, the building-level emergency response plan(s) are confidential and not subject to disclosure under the Freedom of Information Law or any other law.

Annual Review and Reporting

All plans will be annually reviewed and updated, if necessary, by the appropriate team. In conducting the review, the teams will consider any changes in organization, local conditions and other factors including an evaluation of the results of the annual test of the emergency response procedures which may necessitate updating of plans. If the plan requires no changes, then it will remain in effect. If the district-wide plan requires change, then the updated plan will be submitted to the Board of Education in time to allow 30-days of public comment and to hold a public hearing which provides for the participation of school personnel, students and other interested parties prior to Board adoption. All plans must be adopted by the Board of Education by timelines set forth in state regulations.

The Superintendent of Schools is responsible for submitting the district-level school safety plan and any amendments to the plan to the Commissioner within 30 days after its adoption, no later than October 1st of each year. The district-wide plan will be posted on the district's website. Each Building Principal is responsible for submitting the building-level emergency response plan for the building, and any amendments to the plan, to the appropriate local law enforcement agency and the state police within 30 days after its adoption, but no later than October 1st of each year.

Cross-ref:

0115, Bullying and Harassment Prevention and Intervention

5300, Code of Conduct

9700, Staff Development

Ref:

Education Law §2801-a (school safety plans)

Executive Law §2B (state and local natural and manmade disaster preparedness)

Labor Law §27-c

8 NYCRR §155.17 (School Safety Plans and Teams)

School Safety Plans Guidance, New York State Education Department, June 2010

Adoption date: July 6, 2022

§