



AGENDA

**Glen Cove Board of Education
Board of Education
BOE MEETING
Wednesday, April 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 March 20, 2024 - Presented by District Clerk

III. Committee Reports

No Reports

IV. Superintendent Report

- A. Updates
 - 1. Budget Presentation
 - 2. Data Presentation
 - 3. Connolly & Landing Highlights

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. Treasurer's Report - Month of February
 - 2. Financial Reports
 - a. Bank Reconciliations - Month of February
 - b. Revenue Budget Status Report - Month of February
 - c. Appropriation Budget Status Report - Month of February

- d. Register of Bills - Month of February
- e. Check Registers - Month of February

B. Operations

- 1. Contracts - Student Services
- 2. Budget Transfers
- 3. Appointment of Chairpersons, Inspectors and Translators of Election
- 4. Excessing of Equipment
- 5. Risk Assessment Report
- 6. Internal Audit Report
- 7. Contract - District of Residence
- 8. Proposition II
- 9. SEQRA
- 10. Proposition III

IX. Personnel

A. Certified

- 1. Notice of Tenure
- 2. Appointment of Regular Substitute Teacher
- 3. Appointment of Credit Recovery Teachers
- 4. Appointment of Spring Coach
- 5. Appointment of Permanent Substitute Teacher
- 6. Authorization and Establishment of New Club & Appointment of Advisor (High School)
- 7. Requests for Leave of Absence
- 8. Rescission of Appointment
- 9. Resignation
- 10. Termination

B. Classified

- 1. Appointment of Cleaners
- 2. Appointment of Security Guard
- 3. Appointment of School Monitor
- 4. Appointment of Part-Time Food Service Helper
- 5. Appointment of Per Diem Substitute Food Service Helper
- 6. Requests for Leave of Absence
- 7. Retirement
- 8. Termination

X. Unfinished Business

XI. New Business

A. New Policy #9520.6 - First Reading

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.

VIII. Business Affairs

B. Operations

1. 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: Silver Lining Homecare Agency Inc.
Address: 1115 Avenue U.
Brooklyn, NY 11710
Service: Multiple Special Education Services
Rate: See attached fee schedule

Provider: Health Source Group
Address: 25 Newbridge Rd.
Ste. 312
Hicksville, NY 11801
Service: Nursing /RR/ TA
Rate: See attached fee schedule

Provider: ASCENT
Address: 819 Grand Blvd.
Suite 2
Deer Park, NY 11729
Service: Multiple Special Education Services
Rate: See attached fee schedule

Provider: Kidz Educational Services
Address: 1400 Old Country Rd.
Ste. C 103N
Westbury, NY 11590
Service: Multiple Special Education Services
Rate: See attached fee schedule

Provider: Jonathan Cooper
Address: 322 Charles St.
West Hempstead, NY 11552
Service: Psychological Counseling Services &
Behavior Intervention Services
Rate: See attached fee schedule

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
A2250.471	Special Ed Contractual Services	\$387,393.40	
A2250.470	Tuition Special Ed Schools		\$387,393.40
TOTAL		\$387,393.40	\$387,393.40

To transfer funds to cover the cost of Special Ed Contractual Services.

BUDGET TRANSFER(S)			
Account Code	Account Name	Transfer In	Transfer Out
A2110.136	XTRACLASSES K-12	\$160,000.00	
A2110.135	Classification Change		\$160,000.00
TOTAL		\$160,000.00	\$160,000.00

To transfer funds to cover XTRACLASSES K-12 Salary Budget Code.

VIII. Business Affairs

B. Operations

3. Appointment of Chairpersons, Inspectors and Translators of Election

BE IT RESOLVED that the following named qualified voters of the Glen Cove City School District, Glen Cove, New York is hereby appointed as a Chairperson, Translator or Inspector of Election for the School District Trustee and Budget Election to be held on May 21, 2024.

SCHOOL ELECTION DISTRICT A, B, C – High School, Back Gym

Annette Capobianco	9 Elliott Place	Inspector
Joanna Christ	18 Branding Iron Lane	Inspector
Lucille Johnson	202 Cambridge Drive	Inspector
Donna Marino	47 Valentine Street	Chairperson
David Nieri	8 Harwood Drive W	Inspector
Margaret Nieri	8 Harwood Drive W	Chairperson
Marina O'Brien	305 Cambridge Court	Inspector
Antoinette Pepper	3 Midwood Place	Inspector
Caterina Squarciafico	17 High Elms Lane	Inspector
Joanne Varrichio	15 Yale Place	Inspector
Natalie Prezeau	129 Walnut Rd.	Translator/Inspector
Lori Testa	12 Briarwood Drive	Inspector
Antoinette Zekraus	18 1 st Street	Inspector
Matilda Zozzaro	59 Knott Drive	Inspector

SCHOOL ELECTION DISTRICT D – Connolly School

Angelina Basile	136 Glen Street, Apt. 401	Chairperson
Agueda Lopez	23 Stillman Road	Chairperson/Translator
Frank Westmeier	350 Herb Hill Road, Apt. 420	Inspector

BE IT FURTHER RESOLVED that each Chairpersons of Election shall be entitled to compensation at the rate of \$310 per day (full day only) or \$18.79 per hour. Translators of Election shall be entitled to compensation of \$255 (full day only). Inspector of Election shall be entitled to compensation at the rate of \$225 for the full day or \$16 per hour (or whatever the minimum wage rate is). If a switchboard operator is needed, they shall be compensated at a rate of \$16 per hour (or whatever the minimum wage rate is).

Additionally, a one-hour training for all the individuals listed above will be given by the district clerk and shall be compensated at a rate of \$16 for the one-hour session (or whatever the minimum wage rate is).

VIII. Business Affairs

B. Operations

4. Excessing of Obsolete Equipment

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education approves the excessing of the following obsolete refrigerator as specified below.

- ID #102041 – Middle School 6-door Refrigerator

VIII. Business Affairs

B. Operations

5. Risk Assessment Report

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education accepts the annual Risk Assessment Report dated March 6, 2024, performed by the District's internal auditors, Cullen & Danowski, LLP.

VIII. Business Affairs

B. Operations

6. Internal Audit Report

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education accepts the Internal Audit Report on detailed testing dated March 6, 2024, performed by the District's internal auditors, Cullen & Danowski, LLP.

VIII. Business Affairs

B. Operations

7. Contract – District of Residence

RESOLVED, on the recommendation of the Superintendent of Schools, the Board of Education approves the Special Education Services Contract for the 2023-2024 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 Residence	Address	# of Students/School	Services
Jericho UFSD	99 Cedar Swamp Rd. Jericho, NY 11753	1 Student - LUHI	Special Ed Services as outlined in IEP

VIII. Business Affairs

B. Operations

8. Proposition II

BE IT RESOLVED that the Board of Education of the Glen Cove School District hereby authorizes the following proposition to be placed on the ballot of the May 21, 2024 annual vote:

PROPOSITION # II

SHALL the Board of Education, pursuant to Education Law section 3651, be authorized to establish a Capital Reserve Fund known as the “Facilities Improvement Program 2024” for the purpose of performing the following capital improvements: instructional and non-instructional space improvements/renovations/upgrades, (including but not limited to classroom improvements/renovations/upgrades and/or additions to existing facilities), auditorium renovations, gymnasium renovations, cafeteria renovations, library/multi media center renovations, exterior renovations/reconstruction, computer/technology upgrades, security system upgrades, plumbing renovations/upgrades, electrical renovations/upgrades, HVAC renovations/upgrades, energy efficiency renovation/upgrades, renovations required for compliance with ADA requirements, vocational and career preparation renovations, roof/gutter/leader replacement, window replacement, masonry/concrete replacement, interior and exterior door/entry ways replacement, toilet room renovations, lighting upgrades, floor replacement, wall replacement, boiler replacements, elevators, carpentry renovations, purchase of buildings/land, site renovations/reconstruction, athletic field renovations/reconstructions including renovations to signs, press boxes, and/or bleachers, playground renovations, locker/locker room renovations, public address/clock system replacement, sound system upgrades, telephone system upgrades, hazardous material remediation, storage space renovations, furnishings and equipment, including the purchase of vehicles, all of the foregoing to include all labor, materials, equipment, apparatus and incidental cost related thereto. The maximum amount of the aforesaid Capital Reserve Fund shall be \$30,000,000 plus investment income. The probable term is to be fifteen (15) years; the funds are to be transferred from surplus monies, if any, remaining in the general fund including a sum not to exceed \$8,500,000 from the 2023-2024 general fund and thereafter in an annual amount of not more than \$8,500,000 for each remaining year of the probable term. Upon the establishment and funding of said reserve, the Superintendent of Schools or designee shall be directed to deposit monies of this reserve fund in a separate bank account to be known as the “Facilities, Security, Technology Improvement Program 2024.”

VIII. Business Affairs

B. Operations

9. SEQRA

WHEREAS, the Board of Education of the Glen Cove City School District (Board of Education) is considering building renovations at the Glen Cove Schools Administration Building (Thayer House), which would include new sideline, roof and exterior doors; and

WHEREAS, pursuant to 6 NYCRR §617.5(a), “Actions or classes of actions identified in subdivision (c) of this section are not subject to review under this Part, except as otherwise provided in this section. These actions have been determined not to have a significant impact on the environment or are otherwise precluded from environmental review under Environmental Conservation Law, article 8. The actions identified in subdivision (c) of this section apply to all agencies;” and

WHEREAS, pursuant to 6 NYCRR §§617.5(c)(1) and (2), the “*maintenance or repair involving no substantial changes in an existing structure or facility;*” and/or the “*replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building, energy or fire codes...*” are Type II actions; and

THEREFORE, BE IT RESOLVED, that the Board of Education, after review of the proposed action and 6 NYCRR §617.5, hereby determines that the proposed project is a Type II Action pursuant to 6 NYCRR §§617.5 (c)(1) and (2) of the implementing regulations of the State Environmental Quality Review Act and will, therefore, by definition, have no significant adverse impact on the environment.

WHEREAS, the Board of Education of the Glen Cove City School District (Board of Education), is proposing site improvements at the Deasy Elementary School building located at 2 Dosoris Lane in the City of Glen Cove, New York (“proposed action”); and

WHEREAS, the proposed improvement projects include: (1) expansion of the parking lot to increase the existing 45 parking stalls by 27 new stalls for a total of 72 parking stalls to accommodate existing parking demands; (2) replacement of existing sidewalks as well as the installation of new sidewalks; (3) installation of supplemental drainage, as needed, to accommodate stormwater runoff associated with the increased impervious area (approximately 3,878 square feet [SF] of new impervious surface) (4) removal and/or relocation of portions of existing fencing and (5) repaving of the existing parking lot; and

WHEREAS, pursuant to 6 NYCRR §617.4 and 6 NYCRR §617.5, the Board of Education reviewed the proposed action and has preliminarily determined that same is an Unlisted Action; and

WHEREAS, pursuant to 6 NYCRR Part 617.6(b)(4), coordinated review is optional for Unlisted actions and was not undertaken by the Board of Education;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby designates itself as lead agency pursuant to the implementing regulations of the State Environmental Quality Review Act, specifically 6 NYCRR §617.6(b)(4), with respect to the above-described proposed action.

WHEREAS, the Board of Education of the Glen Cove City School District (Board of Education), is proposing site improvements at the Deasy Elementary School building located at 2 Dosoris Lane in the City of Glen Cove, New York (“proposed action”); and

WHEREAS, the proposed improvement projects include: (1) expansion of the parking lot to increase the existing 45 parking stalls by 27 new stalls for a total of 72 parking stalls to accommodate existing parking demands; (2) replacement of existing sidewalks as well as the

installation of new sidewalks; (3) installation of supplemental drainage, as needed, to accommodate stormwater runoff associated with the increased impervious area (approximately 3,878 square feet [SF] of new impervious surface) (4) removal and/or relocation of portions of existing fencing and (5) repaving of the existing parking lot; and

WHEREAS, the Board of Education declared itself lead agency for the proposed action, pursuant to the implementing regulations of the State Environmental Quality Review Act, specifically 6 NYCRR §617.6(b)(4); and

WHEREAS, the Board of Education, as lead agency, has caused to be prepared Parts 1, 2 and 3 of the Short Environmental Assessment Form (SEAF); and

WHEREAS, the Board of Education has reviewed the aforesaid SEAF and agrees with the contents therein;

NOW, THEREFORE, BE IT RESOLVED that, the Board of Education, as lead agency for the action contemplated herein, after review of the proposed action and 6 NYCRR Part 617, hereby determines that the above-described project is an Unlisted action; and

BE IT FURTHER RESOLVED that, based upon the information contained in the SEAF and other relevant information, the Board of Education, as lead agency for the action contemplated herein, and after due deliberation, review and analysis, hereby determines that the proposed action will not result in significant adverse impacts to the environment, and hereby adopts the annexed Negative Declaration.

WHEREAS, the Board of Education of the Glen Cove City School District (Board of Education), is proposing site improvements at the Landing Elementary School building located at 60 McLoughlin Street in the City of Glen Cove, New York ("proposed action"); and

WHEREAS, the proposed improvement projects include: (1) expansion of the parking lot to increase the existing 30 parking stalls by 34 new stalls for a total of 64 parking stalls to accommodate existing parking demands; (2) installation of supplemental drainage, as needed, to accommodate stormwater runoff associated with the increased impervious area (approximately 16,291 square feet [SF] of new impervious surface); (3) removal and/or relocation of portions of existing fencing to accommodate the parking lot expansion and (4) repaving of the existing parking lot; and

WHEREAS, the proposed action is located within the boundaries of the New York State Coastal Management Zone and is consistent with all coastal policies; and

WHEREAS, pursuant to 6 NYCRR §617.4 and 6 NYCRR §617.5, the Board of Education reviewed the proposed action and has preliminarily determined that same is an Unlisted Action; and

WHEREAS, pursuant to 6 NYCRR Part 617.6(b)(4), coordinated review is optional for Unlisted actions and was not undertaken by the Board of Education;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby designates itself as lead agency pursuant to the implementing regulations of the State Environmental Quality Review Act, specifically 6 NYCRR §617.6(b)(4), with respect to the above-described proposed action.

WHEREAS, the Board of Education of the Glen Cove City School District (Board of Education), is proposing site improvements at the Landing Elementary School building located at 60 McLoughlin Street in the City of Glen Cove, New York ("proposed action"); and

WHEREAS, the proposed improvement projects include: (1) expansion of the parking lot to increase the existing 30 parking stalls by 34 new stalls for a total of 64 parking stalls to accommodate existing parking demands; (2) installation of supplemental drainage, as needed, to accommodate stormwater runoff associated with the increased impervious area (approximately 16,291 square feet [SF] of new impervious surface); (3) removal and/or relocation of portions of existing fencing to accommodate the parking lot expansion and (4) repaving of the existing parking lot; and

WHEREAS, the proposed action is located within the boundaries of the New York State Coastal Management Zone and is consistent with all coastal policies; and

WHEREAS, the Board of Education declared itself lead agency for the proposed action, pursuant to the implementing regulations of the State Environmental Quality Review Act, specifically 6 NYCRR §617.6(b)(4); and

WHEREAS, the Board of Education, as lead agency, has caused to be prepared Parts 1, 2 and 3 of the Short Environmental Assessment Form (SEAF); and

WHEREAS, the Board of Education has reviewed the aforesaid SEAF and agrees with the contents therein;

NOW, THEREFORE, BE IT RESOLVED that, the Board of Education, as lead agency for the action contemplated herein, after review of the proposed action and 6 NYCRR Part 617, hereby determines that the above-described project is an Unlisted action; and

BE IT FURTHER RESOLVED that, based upon the information contained in the SEAF and other relevant information, the Board of Education, as lead agency for the action contemplated herein, and after due deliberation, review and analysis, hereby determines that the proposed action will not result in significant adverse impacts to the environment, and hereby adopts the annexed Negative Declaration.

VIII. Business Affairs

B. Operations

10. Proposition III

BE IT RESOLVED that the Board of Education shall present to the qualified voters of the Glen Cove City School District at the annual meeting to be held on May 21, 2024 the following proposition in substantially the following form:

PROPOSITION # III

SHALL the Board of Education of the Glen Cove City School District be authorized to expend \$9,000,000 from the Capital Reserve Fund established on May 21, 2019 for the purpose of performing the following projects: Extension at Landing School, including construction of new classrooms, site work (including parking lots), drainage, curbs and stairs; Extension at Deasy School, including construction of new classrooms, site work (including parking lots), drainage, curbs and stairs; Exterior reconstruction of Thayer House, including roof, gutters, leaders, siding, shutters, exterior doors, and scraping painting existing fire escape; Remove existing exterior vestibule at Thayer House; Construct new entrance at Thayer House and install ADA compliant ramp and canopy, all of the foregoing to include all labor, materials, equipment, apparatus, and incidental costs related thereto.

Book	Policy Manual
Section	9000 Personnel
Title	EXPRESSION OF BREAST MILK IN THE WORK PLACE
Code	9520.6

Employees of the School District have the right to express breast milk in the workplace.

Making a Request to Express Breast Milk at Work

Employees wishing to request a room or other location to express breast milk in the workplace should do so by submitting a written request to their direct supervisor or individual designated by the School District for processing such requests with reasonable advance notice. The School District will respond to this request for a room or other location to express breast milk in writing within five (5) days of its receipt of the request. In addition, the Superintendent of Schools or designee will notify the employee who needs to express breast milk during the workday of the plan for providing the employee with breaks for this purpose.

Using Break Time for Breast Milk Expression

Employees will be permitted to use their paid break time or meal time to express breast milk. The School District will also provide employees with unpaid break time at least every three (3) hours for employees to express breast milk at the request of the employee. Unpaid breaks provided for the expression of breast milk will be at least twenty (20) minutes. Employees will be allowed to take a longer unpaid break if needed. Employees may opt to take shorter unpaid breaks.

Employees who work remotely have the same rights to unpaid time off for the purpose of expressing breast milk, as all other employees who perform their work in-person.

An employee will be permitted to work before or after their normal shift to make up any time used as unpaid break time to express breast milk, as long as this time falls within the normal work hours of the School District. Employees will not be required to make up their unpaid break time. In addition, an employee may voluntarily choose to continue to work while expressing breast milk in the lactation room.

Time working while expressing breast milk must be compensated. The time requested by an employee for the purpose of expressing breast milk will be provided for up to three years following childbirth.

Lactation Room Requirements

In addition to providing the necessary time during the workday, the School District will provide employees with a private room or alternative location for the purpose of breast milk expression. Space provided for breast milk expression will be close to the work area of the employee(s) using the space and will be in walking distance, and the distance to the location should not significantly extend an employee's needed break time. However, if the designated lactation room where such break will be taken is not close to an employee's work station, the provided break will be at least thirty (30) minutes.

If a separate room or space is not available for lactation, the School District may use a vacant office or other available room on a temporary basis. This room must not be accessible to the public or other

employees while an employee is using it for breast milk expression. The space provided for breast milk expression cannot be a restroom or toilet stall.

A separate space may not be available for every nursing employee. The School District may dedicate a single room or other location for breast milk expression. Should more than one employee at a time require access to a lactation room, the School District may dedicate a centralized location to be used by all employees.

As a last resort, an available cubicle may be used for breast milk expression. A cubicle can only be used if it is fully enclosed with a partition and is not otherwise accessible to the public or other employees while being used for breast milk expression. The cubicle walls must be at least seven feet tall to insure the employee's privacy.

In the event the School District would suffer undue hardship in providing a space in accordance with the above requirements, the School District will still provide a room or other location (other than a restroom or toilet stall) that is in close proximity to the work area where an employee can express breast milk in privacy and that meets as many of the requirements as possible. Undue hardship is defined as "causing significant difficulty or expense when considered in relation to the size, financial resources, nature, or structure of the employer's business." Notwithstanding the foregoing, the School District will not deny an employee the right to express breast milk in the workplace due to difficulty in finding a location.

To ensure privacy, if the lactation room has a window, it must be covered with a curtain, blind or other covering. In addition, the lactation space should have a door equipped with a functional lock. If this is not possible (such as in the case of a fully enclosed cubicle), as a last resort, an employer must utilize a sign advising the space is in use and not accessible to other employees or the public.

The room or other location must:

- Be close to an employee's work area
- Provide good natural or artificial light
- Be private – both shielded from view and free from intrusion
- Have accessible, clean running water nearby
- Have an electrical outlet (if the workplace is supplied with electricity)
- Include a chair
- Provide a desk, small table, desk, counter or other flat surface

The space designated for expressing breast milk must be maintained and clean at all times.

If a refrigerator is available in the building in which the employee is assigned, the employee will be permitted to use the refrigerator to store breast milk. However, the School District is not responsible for and cannot ensure the safekeeping of expressed milk stored in any refrigerator in the workplace. Employees are required to store all expressed milk in closed containers and bring milk home each evening.

Complaints

The School District will not discriminate against an employee who chooses to express breast milk in the workplace.

If an employee believes that they are experiencing retaliation for expressing breast milk in the workplace, or that their employer is in violation of this policy, the employee may contact the New York State Department of Labor's Division of Labor Standards at 1-888-52-LABOR, via email at

LSAsk@labor.ny.gov, or by personally filing a complaint at the nearest Labor Standards office. A list of offices is available at dol.ny.gov/location/contact-division-labor-standards. Complaints are confidential.

In addition to such other rights the employee may have, the employee may exercise their rights under the federal PUMP Act by filing a complaint with the U.S. Department of Labor. Information concerning an employee's rights under the PUMP Act can be found at dol.gov/agencies/whd/pump-at-work.

The School District will provide this policy in writing to all employees on an annual basis at the start of the school year. Employers are also required to provide the policy to employees as soon as they return to work following the birth of a child.

Cross Ref: 0100 Equal Opportunity

Ref: 29 USC §218d (Breastfeeding Accommodations in the Workplace)
Labor Law §206-c