

SAUQUOIT VALLEY CENTRAL SCHOOL
Sauquoit, NY 13456

Tuesday, April 2, 2024

**6:00 p.m. – Budget Workshop & Regular Meeting
High School Library**

The meeting will be held in-person in the high school library.

PUBLIC AGENDA

- ITEM #1 Call Meeting to Order
- ITEM #2 Pledge of Allegiance
- ITEM #3 Presentation(s) – None Scheduled.
- ITEM #4 Board of Education Sub-Committee Reports
 - A. Board Operations/Relationships/Development
 - B. Facilities and Transportation
 - C. Technology
 - D. Extra-Curricular Activities
 - E. Curriculum and Instruction
 - F. School Boards Institute (SBI)
 - G. Audit/Finance Committee
 - H. Policy Committee
- ITEM #5 Superintendent's Report
 - 5.1 Reminder - Board Petitions due Monday, April 22, 2024 by 5:00 p.m. to the District Clerk.
 - 5.2 Utica National Award of \$500.
- ITEM #6 Old Business
- ITEM #7 New Business
 - 7.1 Appointment of Math Teacher

Recommended Motion: to appoint Devin Clive, to the position of teacher in the secondary math tenure area, for probationary period of three (3) years to commence September 1, 2024, and to expire September 1, 2027 (This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either

effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time).

7.2 Appointment of Lead Teacher

Recommended Motion: to appoint Trisha Moore as a lead teacher to Devin Clive for the 2024-2025 school year.

7.3 Approval of Permanent Facilities Director, II

Recommended Motion: that Scott Gillette’s probationary position as Director of Facilities, II be permanent, effective March 11, 2024.

7.4 Additional Athletic Appointments for 2023-24

Recommended Motion: that the following people be appointed to athletic coaching positions for the spring 2023-24 school year contingent upon student athlete participation in each sport and pending completion of adult basic CPR and approval of coaching certifications.

NAME	SPORT	STIPEND
Doug Jones	Boys Modified Baseball	\$3,149
Ben LoGalbo	Boys Modified Assistant	Volunteer
Mike Eisinger	Assistant Golf Coach	\$1,515

7.5 Addendum to Confidential Secretary Contract

Recommended Motion: With approval of the Superintendent, the Confidential Secretary to the Superintendent may transfer up to five days from one year (the year begins July 1 and ends June 30) to the next; however those days carried over must be utilized by August 30.

Should secretary leave the employment of the school district within the school year, vacation time will be prorated to months worked.

7.6 Revised/Reviewed Policies

Recommended Motion: to approve the revised/reviewed policies listed below:

- a. Section 1020 Community Use of School Facilities
- b. Section 1020.1 Regulation- Community Use of School Facilities
- c. Section 1020.2 Regulation – Use of School Building by Non-School Group
- d. Section 1020.3 Facility Use Waiver
- e. Section 7042 Independent Educational Evaluations

- f. Section 7042.1 Regulation Independent Educational Evaluations
- g. Section 7601 Concussion Management

7.7 BOCES Board of Elections

Recommended Motion: approval for the Board of Cooperative Educational Services election.

WHEREAS, the election of Cooperative Board members is to occur by resolution; and

WHEREAS, notification was received on March 17 of the slate of candidates, and an information meeting was presented at Oneida BOCES on April 16th, 2024

NOW THEREFORE BE IT RESOLVED, that the Board of Education casts its vote(s) in the annual election of members of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, for the person or persons indicated as follows:

- to fill the vacancy caused by the expiration of the term of Mr. Ryan Rogers, (Brookfield Central School District), please cast one vote for a three-year term as a member of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties:
Mr. Ryan Rogers
2519 Beaver Creek Road
West Edmeston, NY 13485
- to fill the vacancy caused by the expiration of the term of Mrs. Elaine Falvo, (New Hartford Central School District), please cast one vote for a three-year term as a member of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties:
Mrs. Elaine Falvo
10 Deer Run Road
New Hartford, NY 13413
- to fill the vacancy caused by the expiration of the term of Mr. Joseph H. Hobika, Jr., (Utica City), please cast one vote for a three-year term as a member of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties:
Mr. Joseph H. Hobika, Jr.
1417 Genesee Street
Utica, NY 13501
- to fill the vacancy caused by the expiration of the term of Mrs. Heather Johnson, (Westmoreland Central School District), please cast one vote for a three-year term as a member of the

Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties:

Mrs. Heather Johnson
5939 Shed Road
Rome, NY 13440

- to fill the vacancy caused by the expiration of the term of Mr. Michael Head, (Whitesboro Central School District), please cast one vote for a two-year term as a member of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties:

Mr. Michael Head
100 Hart's Hill Terrace
Whitesboro, NY 13492

7.8 Approval for Use of Weed Control Agents

Recommended Motion: per Chapter 85 of the Laws of 2010 enacted by New York State in May 2010, Board approval is being sought to apply weed control agents to manage the weeds growing throughout the district. Doing so will prevent any potential safety hazards if this weed growth is not contained.

7.9 Approval of MOU with St. Bonaventure University

Recommended Motion: to approve the Memorandum of Agreement between Sauquoit Valley Central School and St. Bonaventure for college students to participate in internship program.

7.10 Approval of Minutes of the March 19, 2024 Meeting

Recommended Motion: that the minutes of the March 19, 2024 meeting be approved.

7.11 Resolution Authorizing Payment of Bills Approved by the Claims Auditor

Recommended Motion: that authorization be given regarding the payment of bills approved by the claims auditor (dated March 18, 2024).

7.12 Committee on Special Education Recommendations

Recommended Motion: that the Board of Education upon completion of its review of the IEP in accordance with Section 200.4(d)(2) of the Regulations of the Commissioner agrees to arrange for appropriate special education programs and services for students numbered 1401383, 1401556, 1401504, 1400327, 1400485, 1400774, 1400898, 1401035, 1400753, 1400155, 1400646, 1401708, 1400911, 1401503, 1401082, 1401001, 1401001, 1400962, 1400543, 103146, 1400753, and 103239 as recommended by the Committee on Special Education.

Motion to approve 7.1 - 7.12
made by _____, seconded by _____.
Carried: Ayes _____, Nays _____.

ITEM #8 Miscellaneous Topics

ITEM #9 Public to Be Heard (All Comments Limited to Five Minutes)

ITEM #10 Executive Session

Recommended Motion: that the Board of Education go into executive session at _____ p.m. to discuss _____.

Motion made by _____, seconded by _____.
 Carried: Ayes _____, Nays _____.

The executive session was declared over by the Board President at _____ p.m.

ITEM #11 Adjournment

Recommended Motion: that the meeting be adjourned. The meeting was adjourned at _____ p.m.

Motion made by _____, seconded by _____.
 Carried: Ayes _____, Nays _____.

UPCOMING EVENTS/MEETINGS			
DAY(S)	DATE(S)	TIME(S)	EVENT
Wednesday	April 3	8:30am-1:30pm	Blood Drive, High School
Wednesday	April 3	6:00 p.m.	PTO meeting
Friday	April 5		3 rd Marking Period Ends (MS & HS) 30 Week Date
Sunday	April 7	6:30 p.m.	Sports Booster
Monday	April 8		NYS ELA/Math Test Begins – Grades 5 - 8
Wednesday	April 10-12		NYS ELA Test – Grades 3 - 4
Friday	April 12		Report Cards Available (MS/HS)
Friday	April 12-13		OCMEA Elem. All County Music Festival, Remsen
Monday	April 15 - May 24		NYS ESLAT Speaking Begins
Tuesday	April 16	6:00 p.m.	Budget Workshop & Regular Board of Education Meeting, HS Library

Sauquoit Valley Central School District – Personnel Report School year 2023-2024
 Board of Education Meeting: 4/2/2024

NAME	TENURE AREA/ CIVIL SRV. TITLE	ASSIGNMENT	CERTIFICATION	SALARY/RATE OF PAY	EFFECTIVE DATE	END OF PROBATIONARY APPT.
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The commencement dates of the appointments are "subject to the employees' obtaining all necessary clearances from the State Education Dept."

I. Appointment

Devin Clive		Teacher	Math	\$59,727	Sept. 1, 2024	Sept. 1, 2027
Trisha Moore		Lead Teacher		\$500	Sept. 1, 2024	June 28, 2024
Scott Gillette		Dir. of Facilities, II				Mar. 1, 2024

II. Leave

III. Coaches

Doug Jones	Boys'	Modified Baseball		\$3,149		
Ben LoGalbo	Boys'	Modified Baseball		Volunteer		
Mike Eisinger	Girls'	Assistant Co-coach Golf		\$1,515		

Teacher Key: "C" Certification Listed or "N" Uncertified

Teacher Assistant Key: "C" Certified Teacher Assistant, "CTA I" Certified Teaching Assistant Level I, "CTA II" Certified Teaching Assistant Level II, "CTA III" Certified Teaching Assistant Level III, "TAP" Pre-Professional

Coaches: "CPE" Certified Physical Education Teacher, "C" Certified Teacher, "TCL" Temporary Coaching License, "PCL" Professional Coaching License

Policy

COMMUNITY RELATIONS

1020

COMMUNITY USE OF SCHOOL FACILITIES

I. Statement of Policy

The Sauquoit Valley Central School District (the District) facilities are maintained primarily for the purpose of educating students. The Board of Education (the Board) nevertheless recognizes that the facilities are a valuable community resource and as a result, authorizes the Superintendent to promulgate regulations for their use.

II. Use of District Facilities

- A. The Superintendent may develop reasonable regulations for the use of District facilities when such use does not conflict with the regular District program, and subject to limitations of Section 414 of the NYS Education Law.
- B. The applicant requesting use of the facilities must be at least eighteen (18) years of age and must secure prior written approval from the Superintendent or designee. Applications for the use of District facilities must be made at least two (2) weeks in advance of the date of requested use but not earlier than eight (8) weeks prior to requested use date.
- C. The applicant must clearly and completely describe the intended use of the District facilities in the application.
- D. The applicant requesting use of the facilities for certain events will be required to produce a certificate of insurance naming the District as an additional insured in the amount of (minimum \$1,000,000 occurrence/\$2,000,000 aggregate) before being granted permission to use the facilities.
- E. The applicant's signature on the application shall attest to the group's intent to comply with all District Board policies and regulations, and to use District facilities strictly in accordance with the use described in the application.
- F. The applicant approved for the use of facilities shall accept full responsibility for any damage to District property and for compliance with all regulations.

III. Fee

The District reserves the right to charge a fee for the use of facilities.

POLICY

COMMUNITY RELATIONS

1020

COMMUNITY USE OF SCHOOL FACILITIES

Sauquoit Valley Central School District

Legal Ref: Sections 414, New York State Education Law; Section 1.01, Arts and Cultural
Affairs Law

Adopted: 10/10/95

Revised: 01/27/04, 04/02/24

Readopted: 10/16/07

Regulation

COMMUNITY RELATIONS

1020.1

COMMUNITY USE OF SCHOOL FACILITIES

- I. The use of school facilities or property for private profit is prohibited.
- II. Organizations using school facilities must provide evidence of insurance coverage for all participants, spectators, etc. that are involved in or connected with the activity. An organization with no access to insurance is required to have each activity participant sign the Facility Use Waiver (Regulation No. 1020.3) as an alternative.
- III. All persons and organizations using the school facilities will be held responsible for any damage occasioned thereby, and will be required to maintain good order at all times.
- IV. The community group agrees to indemnify and save-harmless the Board of Education and/or the Sauquoit Valley Central School District, and/or any of its employees, from any and all claims that may arise through negligence or otherwise, or that may cause damage, loss, injury or death to the property of the Sauquoit Valley Central School District, its employees or their property, or to other persons or property resulting from such use directly or indirectly.
- V. The school shall not insure, protect or safeguard the organization against any claim that may arise from any accident or injury to any person or persons through the use of school facilities by an organization.
- VI. The sponsor of the community group or activity must provide adequate supervision for the activity. The sponsor or their representative in charge of the activity shall be responsible for the participant's strict adherence to rules and regulations governing the use of school facilities.
- VII. The Superintendent will designate a member of the school's custodial and/or instructional staff to be present as needed during times that a community group uses the school facilities. A charge for such services will be made when a community group uses facilities and there is no appropriate member of the school staff scheduled to work during the period when the community group uses the facility. The charge, if any, shall be equal to the highest time and one half-hourly rate paid per person assigned (plus fringe benefits).
- VIII. School equipment or property may be used by responsible community groups for a worthy educational, civic or charitable purpose when:
 - A. The group secures prior consent from the appropriate District authority.

COMMUNITY USE OF SCHOOL FACILITIES

- B. The group can provide evidence satisfactory to the appropriate District authority that a competent equipment operator will operate the equipment on behalf of the borrowing group.
 - C. The group agrees to accept responsibility for repairing or replacing any equipment that is lost or damaged while the equipment is in the group's possession.
- IX. A community group's use of kitchen facilities must be under the supervision of a member of the cafeteria staff designated by the cafeteria manager. A charge for such services will be made when a community group uses facilities and there is no appropriate member of the school staff scheduled to work during the period when the community group uses the facility. The charge, if any, shall be equal to the highest time and one half-hourly rate paid per person assigned (plus fringe benefits).
- X. The use of a school facility on Sunday shall be limited to occasions when it can be shown to be impracticable to select another date or place.
- XI. No out-of-school group will begin with its activities until school is dismissed in the afternoon and pupils have left the building.
- XII. The community organization using school facilities shall be responsible for announcing, prior to the event, the location of proper fire exits.
- XIII. Community organizations using school facilities shall not, without prior consent, be permitted to store any materials on school district property. Any materials utilized by such organizations must be brought in and removed each time that the school facility is utilized.
- XIV. Organizations are subject to the following rules:
- A. Smoking/vaping is prohibited on all district property.
 - B. No alcoholic beverages are to be brought to or consumed on school property.
 - C. The use of decorations, scenery or moving of pianos, furniture, etc., is prohibited unless school authorities indicate to the contrary.
 - D. Items shall not be sold, given free of charge, exhibited or displayed without the permission of school authorities.
 - E. Groups using school facilities and property will adhere to all District rules and regulations including the District's Code of Conduct (Policy No. 1010).

COMMUNITY USE OF SCHOOL FACILITIES

- F. The Superintendent of Schools has the authority to terminate at any time the organization's permit to use school facilities.

- XV. On days when school is closed because of snow or other emergency, all activities scheduled for that day will be canceled or postponed.

Sauquoit Valley Central School District

Adopted: 10/10/95

Revised: 01/27/04

Readopted: 10/16/07

Reviewed: 04/02/24

Regulation

COMMUNITY RELATIONS

1020.2

REQUEST FOR USE OF SCHOOL BUILDING(S) BY NON-SCHOOL GROUP

SAUQUOIT VALLEY CENTRAL SCHOOL

Sauquoit, NY 13456

This request should be submitted to the District Office at least 30 days in advance of date requested. If you are requesting the use of a gymnasium, please submit the attached Guidelines for Using Sauquoit Valley Gymnasiums.

IMPORTANT: REQUIRED PAPERWORK

The following must be submitted with the Building Use Form. Building use will not be approved without a) proof of insurance OR b) completed waiver forms.

- a) *Proof of insurance which includes athletic participation where applicable must be attached to the Building Use Form.*
- b) *Organizations with no access to insurance must have each participant sign the Facility Use Waiver as an alternative. Completed waivers must be submitted with the Building Use Form.*

Name of organization requesting use of facilities: _____

Person(s) who will be responsible and present during the use of the school facilities (school district policy requires two adults for adequate supervision/safety):

1. _____
2. _____

Request for use of (please check and **name exactly what you want to use**):

____ School Building (**name and tell what rooms or areas**)
 ____ Elementary School or ____ Middle School or ____ High School
 Rooms or Areas: _____

____ School Grounds
 ____ School Equipment You Wish to Use
 ____ Special Arrangements Request (example: a table and five chairs for a panel discussion to be placed at one end of the cafeteria)
 ____ Additional Building Use Anticipated (i.e., bathroom facilities, etc.): _____

Dates Requested:

Day(s) of Week: _____
 Date(s) Requested: _____
 Time: From _____ a.m./p.m. to _____ a.m./p.m.

Purpose for using the facilities: _____

I hereby acknowledge that any loss or damage to school property occurring at the above time will be the responsibility of my organization:

Date: _____ Signature of Applicant: _____
 Telephone Number: _____ Address: _____

Date of School Approval: _____ By: _____

School Administrator

Fee to be Charged: Yes _____ No _____ Amount: _____

REGULATION

COMMUNITY RELATIONS

1020.2

REQUEST FOR USE OF SCHOOL BUILDING(S) BY NON-SCHOOL GROUP

Sauquoit Valley Central School District

Adopted: 01/27/04

Readopted: 10/16/07

Reviewed: 04/02/24

Regulation

COMMUNITY RELATIONS

1020.3

FACILITY USE WAIVER

SAUQUOIT VALLEY CENTRAL SCHOOL DISTRICT
Sauquoit, New York 13456

TO: Superintendent of Schools

FROM: _____
(Print Name of Participant)

DATE: _____

I accept full responsibility for any injury to myself (or my child if he/she is the participant) while on the grounds or in any building of Sauquoit Valley Central School District for the following special activity: _____

I will make no claims, demands, causes of action, or judgments against Sauquoit Valley Central School District due to such injury.

I take full responsibility for the proper use and maintenance of facility grounds and equipment during my visit.

Signature of Participant

Phone Number of Participant

Address of Participant

Parent Signature if Participant is a Minor

Sauquoit Valley Central School District

Adopted: 10/10/95

Reviewed: 01/27/04, 04/02/24

Readopted: 10/16/07

Policy

INSTRUCTION

7042

INDEPENDENT EDUCATIONAL EVALUATIONS

I. Statement of Policy

The Sauquoit Valley Central School District (the District) has established the following policy on independent educational evaluations for children with disabilities or for children who are referred to the Committee on Special Education (CSE) because they are suspected of having an educational disability and may, therefore, be in need of special education.

II. Obtain an Independent Evaluation

Parents of children with disabilities have the right under Federal and State regulations to obtain an independent evaluation at public expense under certain conditions. Regulatory standards are outlined in New York State Regulations of the Commissioner of Education, Part 200.5(g)(1)(i). Additionally, the Federal Regulations (34 Code of Federal Regulations (CFR) 300.503) specify requirements for an independent evaluation.

III. Rights of Parent/Person in Parental Relation

The purpose of this policy and the ensuring regulation is to explain the rights of parents of children with disabilities, or for children who have been referred to the CSE because they are suspected of having an educational disability and being in need of special education services, of their rights to an independent educational evaluation, and of the rights of parents and the responsibilities of the school district with regard to independent evaluations, and to avoid any misunderstandings.

Sauquoit Valley Central School District

Legal Ref.: 8 NYCRR 200.1(z) & (ii); 8 NYCRR 200.5 (g): Commissioner’s Decision No. 12,822; January 2002 Filed Memorandum from Rita D. Levay, State Education Department.

Cross Ref.: 8506, Selection, Appointment & Compensation of Impartial Hearing Officers

Adopted: 04/24/07

Revised: 04/02/24

Regulation

STUDENTS

7042.1

INDEPENDENT EDUCATIONAL EVALUATIONS

I. Introduction

- A. The Sauquoit Valley Central School District (the District) has developed a policy on Independent Educational Evaluations in order to avoid any misunderstanding and to ensure that the District is meeting its responsibility to the child and the parent in providing for an independent educational evaluation where appropriate.
- B. This policy ensures that appropriate evaluation information provided by parents is given meaningful consideration in the process of an Individualized Education Program (IEP) development.

II. Definitions

- A. An “individual evaluation” means any procedures, tests, or assessments, including observations, given individually to a child to determine whether they have a disability and/or to identify their special education needs. The results of an individual evaluation report must be shared with the child’s parent, along with copies of documentation of determination of eligibility. Parents of preschool children must also be provided a copy of the summary report of the findings of the evaluation performed.
- B. An “Independent Educational Evaluation” means a procedure, test, or assessment conducted by a qualified examiner who is not employed by the District that is responsible for the education of the student.
- C. The term “parent” means a parent, guardian or other person statutorily entitled to the privileges outlined by 8 NYCRR 200.5 (g).
- D. “Public expense” means that the District shall either pay for the cost of the independent educational evaluation or ensure that the independent educational evaluation is otherwise provided at no cost to the parent, provided that the cost of the independent educational evaluation does not exceed the monetary amount established by the District.

III. Independent Educational Evaluations

- A. If requested by the parent, the District will provide to parents information about where an independent educational evaluation may be obtained, the District’s criteria under which the evaluation is to be obtained (including the location of the evaluation and the qualifications of the evaluator), and the District’s remaining

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STUDENTS

7042.1

INDEPENDENT EDUCATIONAL EVALUATIONS

criteria applicable for independent educational evaluations, including the District's procedures for requesting reimbursement for the cost of an independent educational evaluation.

- B. A parent has the right to obtain their own independent educational evaluation for their child. A parent does not have the right to an independent educational evaluation if the District has not conducted and completed its own evaluation of a child.
- C. An independent educational evaluation must be performed under the same criteria for evaluation procedures used by the District in its own individual evaluations.

IV. Public Expense

- A. Public expense means that the School District either pays for the cost of the independent educational evaluation, provided that the cost does not exceed the monetary limits established in this regulation by the District. Where parents have insurance that will cover part or all of the cost of the evaluation, they are encouraged to submit a claim for payment of the evaluation to their insurer. The District will pay any deductible or co-pay for the evaluation upon receipt of proof of that amount and a completed copy of the evaluation report, subject to the same monetary limits.
- B. The School District has established reasonable limits for the independent evaluators that do not exceed the costs which the School District would be required to pay its own Independent Educational Evaluation. The District will periodically survey the fees charged by relevant practitioners and adjust the fee schedule to reflect amounts equivalent to what the District would pay for an outside independent educational evaluation.

V. Request For An Independent Educational Evaluation

- A. If a parent disagrees with the results of an individual evaluation obtained by the District, the parent has the right to request an independent educational evaluation at public expense.
- B. If the parent wishes to obtain the District's agreement to pay for an independent educational evaluation prior to the independent evaluation being conducted, they must submit a written request to the District requesting that the District fund the independent educational evaluation, within ninety (90) calendar days from the date of receipt of the District's evaluation. The District may not refuse to reimburse a parent for the reasonable costs of an independent educational

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INDEPENDENT EDUCATIONAL EVALUATIONS

evaluation that the parent has already obtained, solely because the parent did not notify the District prior to obtaining the independent educational evaluation.

- C. Requests for reimbursement for the costs of an independent educational evaluation already obtained by the parent must be submitted within ten (10) calendar days from the date of receipt of the results of the independent educational evaluation, in order to be considered.
- D. The District will, without unnecessary delay, either ensure that an independent educational evaluation is provided at public expense, or initiate an impartial hearing to show that the District's evaluation is appropriate and that it does not intend to pay for the evaluation requested by a parent.
- E. The District may ask for the parent's reason why he or she objects to the individual evaluation. A parent need not provide an explanation for his/her objection to the individual evaluation. Additionally, the parent's explanation or lack of explanation will not be a reason for the District to unreasonably delay either providing an independent educational evaluation at public expense or initiating an impartial hearing to defend the District's evaluation.
- F. The District may initiate an impartial hearing if it believes its individual evaluation is appropriate and objects to the payment for an additional evaluation requested by the parent. If the District should choose to deny payment for an independent educational evaluation already performed on behalf of the child, or chooses to controvert a parent's request for an independent educational evaluation to be performed at public expense, the District shall notify the parent in writing of its reasons for the denial, and of its intent to initiate an impartial hearing.
- G. If the Impartial Hearing Officer requests an independent educational evaluation as part of a hearing, the cost of the independent educational evaluation shall be at the District expense.
- H. The Impartial Hearing Officer shall determine if the District's own evaluation is appropriate or not. If they determine that the parent is entitled to an independent educational evaluation at District expense, the District shall be responsible for the full costs of the independent educational evaluation. If the hearing officer determines that the District's evaluation is appropriate, the parent has a right to an independent educational evaluation, but not at public expense.

VI. Responsibilities

REGULATION

STUDENTS

7042.1

INDEPENDENT EDUCATIONAL EVALUATIONS

When an independent educational evaluation is requested and approved by the District and an evaluator is selected by the parent, it becomes the responsibility of the evaluator chosen by the parent to contact and make arrangements with the District, to be confirmed in writing, the services to be performed, the cost involved, the method of payment, dates of classroom visitation and discussions with District staff, and a date when a written report will be submitted.

VII. Independent Educational Evaluations Provided For At Public Expense

- A. When an independent educational evaluation is obtained at public expense, the criteria under which the independent educational evaluation is obtained must be the same as the criteria that the District uses when it initiates an independent evaluation (to the extent those criteria are consistent with the parent’s right to an independent educational evaluation).
- B. The District may not impose conditions other than those outlined by this Regulation or otherwise permitted by law.
- C. The District has established a comprehensive list of qualified individuals in private practice or employees of other public agencies who meet the District’s location and qualification criteria to whom parents may go to secure an independent evaluation. This list will be provided to parents upon request. A parent may, however, select an evaluator of their own choosing, as long as the evaluator meets the District’s geographic, qualification and reasonable cost criteria.
- D. The following criteria are applicable to District initiated evaluations and to parent initiated independent educational evaluations that are publicly funded:

1. The following schedule of maximum fees is allowable for each specified test:

Comprehensive Evaluation	\$1,200.00
Psychological Evaluation	300.00
Speech/Language Evaluation	200.00
Occupational Therapy Evaluation	200.00
Physical Therapy Evaluation	200.00
Audiological Evaluation	200.00

2. Tests may take place within the following geographical specifications: Oneida or Herkimer County.

3. New York State certification or licensure is required of all evaluators.

REGULATION

STUDENTS

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INDEPENDENT EDUCATIONAL EVALUATIONS

- E. The fee amounts set forth in this policy are consistent with those amounts which the District would pay when scheduling its own individual evaluations.
- F. In very limited and/or unique circumstances, and with good cause shown, the District may allow for an exception to the restrictions governing the public expense of independent educational evaluations. Requests for an exception to the fee amounts established for herein, or to the geographic area, in which an evaluation may be obtained, must be forwarded in writing to the Chairperson of the Committee on Special Education (CSE) or the Chairperson of the Committee on Pre-School Special Education (CPSE), as appropriate.
- G. The District shall periodically update its list of independent educational evaluators.

VIII. Use Of The Independent Educational Evaluation In The Review Process

- A. The results of an independent educational evaluation must be considered by the District as part of its review of a child's entitlement to special educational needs, and the development of the child's Individualized Educational Program (IEP), if appropriate.
- B. The results of an independent educational evaluation may be presented as evidence at an impartial hearing regarding a child.

IX. Further Information

The District has developed a policy and regulations governing independent educational evaluations in order to avoid any misunderstanding as to a parent's entitlement to and the process for obtaining an independent educational evaluation. Parents can obtain further information on independent educational evaluations by contacting the Chairperson of the Committee on Special Education (CSE) or the Chairperson of the Committee on Pre-School Special Education (CPSE) for the District. The parent may also wish to contact the Office for Special Education Services for the NYS Department of Education at NYS Education Department, Special Education Quality Assurance, State Tower Building, 109 Warren Street, Syracuse, New York 13202, at (315) 471-4796, and speak to a Regional Associate. Additional information may further be obtained from a booklet published by the NYS Department of Education entitled: A Parent's Guide to Special Education: Your Child's Right to an Education in New York State. This publication may be obtained either by calling the NYS Department of Education, or at: <https://www.nysed.gov/special-education/parents-guide-special-education>.

REGULATION

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7042.1

INDEPENDENT EDUCATIONAL EVALUATIONS

Sauquoit Valley Central School District

Legal Ref: 8 NYCRR 200.1(z) & (ii); 8 NYCRR 200.5(g); Commissioner's Decision No. 12,822; January 2002 Field Memorandum From Rita D. Levay, State Education Department.

Cross Ref: Selection, Appointment & Compensation of Impartial Hearing Officers Policy No. 7050.

Adopted: 04/24/07

Revised: 04/02/24

Policy

STUDENTS

7601

CONCUSSION MANAGEMENT

I. Statement of Policy

The Board of Education (the Board) of the Sauquoit Valley Central School District (the District) recognizes the importance of raising awareness about concussion throughout the school community and to educate staff, students, parents, and others about how to prevent, recognize and respond to concussions. In addition, the District commits to implementing strategies that reduce the risk of head injuries in the school setting and during District sponsored events.

II. Definitions

- A. Concussion - a type of traumatic brain injury, or TBI, caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head or brain to move rapidly back and forth.
- B. Athletic Activities (Interscholastic Sports) - participation in sessions for instruction and practice in skills, attitudes, and knowledge through participation in individual, group and team activities organized on an intramural, extramural, interschool athletic, or inclusive athletic basis to supplement regular physical education class instruction, otherwise known as extraclass periods in physical education or extraclass activities.

III. Staff Qualification & Training

- A. Each school coach, physical education teacher, nurse, certified athletic trainer, and coach who works with or provides instruction to students engaged in school-sponsored athletic activities, shall complete, on a biennial basis, a NYSED-approved, required training course relating to recognizing the symptoms of mild traumatic brain injuries and monitoring and seeking proper medical treatment for students who suffer mild traumatic brain injuries. This course must be one that the approved by the State Education Department.
- B. Coaches may also meet the mandatory biennial training years by taking the approved course Concussion in Sports-V2.0 from the National Federation of State High School Associations or Center for Disease Control and Prevention.
- C. In collaboration with the District's Medical Director, the District allows appropriately licensed or certified staff to use validated neurocognitive computerized testing concussion assessment tools to obtain baseline and post-concussion performance data per NYSED guidelines.

CONCUSSION MANAGEMENT

IV. Concussion Management Plan

The District shall develop protocols and treatment plan for the Concussion Management Plan (the Plan) and the Plan shall be developed in collaboration with the District medical director and other licensed healthcare professionals employed by the District. This Plan shall be used by District staff when responding to a person with a head injury. The Plan will include procedures for:

- A. identifying possible concussions;
- B. communication amongst staff to ensure healthcare provider information is received and followed; and
- C. students to resume participation with the approval of the District Medical Director.

V. Concussion Management Team

- A. The Board authorizes the Superintendent or designee to establish a Concussion Management Team to oversee the implementation of this Policy in accordance with Section 136.5 of the Commissioner's Regulations. The Concussion Management Team shall make recommendations to the Superintendent for the dissemination of information or the establishment of a program about mild traumatic brain injury to parents/guardians.

VI. District and Staff Responsibilities

The District shall ensure that nurses, athletic directors, certified trainers, Physical Education teachers, and coaches are informed of their responsibilities under NYSED law, regulations, and any accompanying guidance with respect to this Policy and the District Plan. A copy of the most recent NYSED guidance will be provided to affected staff members for review.

VII. Notification and Posting

- A. All students participating in athletic activities must be provided with a pre-season consent form containing information on concussions and how to obtain information from NYSED and NYSDOH as well as this Policy and District's concussion management protocols. The student must provide a signed consent form to the District prior to any participation in the Athletic Activity.
- B. The District's website shall include a link to the State Education Department's website page relating to mild traumatic brain injury.

VIII. Review and Implementation of Policy

- A. The Board shall review, and revise, as necessary, this Policy at least every three (3) years or when NYSED guidance is updated.

CONCUSSION MANAGEMENT

District/BOCES

Legal Ref: NYS Education Law § 305(42); 8 NYCRR 136.5; NYS Public Health Law §2595; Center for Disease Control and Prevention, <http://www.cdc.gov/concussion/sports/index.html>

Adopted: 04/02/24

