

PITTSFORD CENTRAL SCHOOL DISTRICT
PITTSFORD, NEW YORK
BOARD OF EDUCATION MEETING
MONDAY, MARCH 12, 2018
BOARD ROOM – BARKER ROAD MIDDLE SCHOOL

AGENDA

6:00 P.M. – Budget Work Session

7:00 P.M. – Regular Meeting

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA (BOARD ACTION)
- IV. APPROVAL OF MINUTES: February 12, 2018 (BOARD ACTION)
February 27, 2018 (BOARD ACTION)
- V. PUBLIC COMMENT
The Board of Education invites you, the residents of our school community, to feel comfortable in sharing matters of interest or concern about the District. If you have a question or a statement to make to the Board of Education, we ask that you fill out an index card, available at the sign-in table, and hand it to the School District Clerk. The Board President will recognize those of you who wish to speak. We ask that you raise your hand in order to be recognized and then identify yourself with your name and address.
Those items brought to the attention of the board during this time may be taken under consideration for future response or action. We ask that individual comments be limited to three minutes in order to accomplish the evening's agenda. We respectfully ask that issues related to specific school district personnel or students, be brought to the attention of the superintendent of schools privately.
- VI. BOARD OF EDUCATION REPORT
- A. Monroe County School Boards Association Meeting Reports
1. Board President's -- next meeting – 3/21/18
 2. Executive Committee – next meeting – 4/25/18
 3. Information Exchange Committee – next meeting – 3/14/18
 4. Labor Relations Committee – next meeting – 3/21/18
 5. Legislative Committee – next meeting – 4/11/18
 6. Steering Committee – next meeting – 3/28/18
- B. Meeting Reports
1. MCSBA Albany Trip – V. Baum
 2. Town/Village/School District Leadership Team
- C. Dates to Remember
1. 3/22/18 – Board of Education Visit/Tour at Transportation/Central Maint./Food Service
(Tour 8:15 am/Visit 8:30 am)
 2. 3/26/18 – 6:00 p.m. Budget Work Session and Next Regularly Scheduled Meeting
- VII. FINANCIAL REPORT – Mr. Kenney
- A. Action Items:
1. Bid Award (See Consent Agenda)
 - a. Disposal of District Surplus Textbooks
- B. Discussion:
- C. Other:

- VIII. HUMAN RESOURCE REPORT – Mr. Leone
 - A. Action Items:
 - 1. Professional Staff Report (BOARD ACTION)
 - 2. Support Staff Report (BOARD ACTION)
 - B. Discussion:
 - 1. Tenure Recommendation – 1st Reading
 - C. Other:

- IX. SPECIAL EDUCATION REPORT – Ms. Woods
 - A. Action Items (See Consent Agenda)
 - 1. Committee on Special Education: Amendment – Agreement No Meetings, Annual Reviews, Initial Eligibility Determination Meetings, Reevaluation Reviews, Requested Reviews, Transfer Student – Agreement No Meeting.
 - 2. Sub-Committee on Special Education: Annual Reviews, Reevaluation Reviews.
 - 3. Committee on Preschool Special Education: Annual Review, Initial Eligibility Determination Meetings, Reevaluation Reviews.
 - B. Discussion:
 - C. Other:

- X. SUPERINTENDENT’S REPORT – Mr. Pero
 - A. Action Items:
 - 1. Call for Executive Session (BOARD ACTION)
 - 2. Policy Approval – 2nd Reading (See Consent Agenda)
 - a. #3185-Website Accessibility
 - B. Discussion:
 - C. Other:

- XI. CONSENT AGENDA (BOARD ACTION)
 - A. Bid Award
 - B. Committee on Special Education
 - C. Sub-Committee on Special Education
 - D. Committee on Preschool Special Education
 - E. Policy Approval - #3185-Website Accessibility

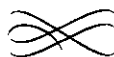
XII. OLD BUSINESS

XIII. NEW BUSINESS

XIV. PUBLIC COMMENT

XV. ADJOURNMENT/RECESS (BOARD ACTION)

Next Regularly Scheduled Meeting: March 26, 2018



Mission: *The Pittsford Central School District community works collaboratively to inspire and prepare our students to be their best, do their best and make a difference in the lives of others.*

For school district information, visit our website at pittsfordschools.org

PITTSFORD CENTRAL SCHOOL DISTRICT
Board of Education Meeting
Monday, February 12, 2018
Board Room - Barker Road Middle School

A BUDGET WORKSHOP SESSION of the Pittsford Central School District Board of Education was held at 6:00 p.m. in the Board Room, Barker Road Middle School on Monday, February 12, 2018. Mr. Kenney highlighted information on the following: the quick draft budget, property tax cap, state aid detail, the Governor’s executive budget proposal implications and budget challenges.

The REGULAR MEETING of the Pittsford Central School District Board of Education began at 7:00 p.m. in the Auditorium (Pittsford Pride) and then moved to the Board Room, Barker Road Middle School on Monday, February 12, 2018.

BOARD MEMBERS PRESENT: A. Thomas, K. McCluski, T. Aroesty, V. Baum, I. Narotsky,
P. Sullivan. R. Sanchez-Kazacos.

LEADERSHIP TEAM PRESENT: M. Pero, J. Cimmerer, D. Kenney, M. Leone, P. Vaughan-Brogan,
M. Ward, N. Wayman, E. Woods.

OTHERS PRESENT: M. Sykes, S. Warchol, J. Pink, K. Manske, C. Meranda, S. Gould, X. Cai, K. Melvin,
S. Emmel, A. Evans, J. Keating, C. Sattler LeBlanc, R. Scott,

1. Mrs. Thomas called the meeting to order in the auditorium at 7:00 p.m. and asked everyone to stand for the Pledge of Allegiance.

2. Motion was made by Mrs. McCluski, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the agenda for this evening’s meeting with the following deletion: 2018/2019 school calendar (still processing).

APPROVED:
AGENDA

Vote: Unanimously carried

3. Mr. Pero began the Pittsford Pride program by recognizing principals, staff, family, friends and students who are here this evening. Mr. Pero said that the students present make Pittsford among the best in the world by doing things right. Mr. Pero said that students were nominated by their school’s staff members and that beyond the recognition this evening, they will be acknowledged in their own school building. Mrs. Thomas, Mrs. McCluski and Mr. Pero read the nominations and recipients stood up as they were being recognized. After all were recognized, they proceeded to the front of the auditorium to claim their certificates and write-ups; then joined the Board of Education on stage for pictures. The following students are our Pittsford Pride recipients being recognized this evening.

Name	Grade Level	School
Ronak Aggarwal	5 th	Park Road
Jack Bausch	12 th	Sutherland HS
Zachary Canning	5 th	Jefferson Road
Michael Curran	10 th	Mendon HS
Nora Graff	5 th	Mendon Center
Mark LoMaglio	8 th	Barker Road
Jayden Morale-Cleggett	5 th	Allen Creek
Alan Raskin	8 th	Calkins Road
Ethan Westervelt	5 th	Thornell Road

4. Motion was made by Mrs. Narotsky, seconded by Mrs. Baum and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the minutes of its January 22, 2018, meeting.

APPROVED:
MINUTES
01/22/18

Vote: Unanimously carried

5. Mrs. Baum updated the Board on the recent legislative breakfast where all legislators or their representatives were there. Priorities discussed were various budget items, the tax cap, BOCES and transportation. Mrs. Baum noted that the feedback from legislators was positive. The next advocacy trip to Albany will be coming up in March.

Mr. Pero said that he, along with Mrs. Thomas, Mr. Kenney and Mr. DeBell went to Albany recently to meet with legislators and the Budget Committee highlighting Pittsford’s value to our county and state. Aside from the meeting above, the following legislators have been met with: Senator Funke, Assemblyman Errigo, Assemblyman Bronson, Assemblyman Morelle and Senator Robach. All have been supportive of our efforts. Mr. Pero noted that we are highly involved at all levels of advocacy. He thanked Mrs. Thomas and Mrs. McCluski for their leadership role.

6. Mr. Aroesty reported out on the January 21, 2018 Audit Oversight Committee Meeting.

7. Mrs. Narotsky, Mrs. Baum and Mrs. Sanchez-Kazacos all indicated their desire to run for reelection to the Board of Education.

8. Motion was made by Mrs. McCluski, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, on the recommendation of the Audit Oversight Committee, accepts the Single Audit Report for the year ended June 30, 2017.

APPROVED:
SINGLE AUDIT
REPORT

Vote: Unanimously carried

9. Motion was made by Mrs. Baum, seconded by Mrs. Narotsky and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, on the recommendation of the Audit Oversight Committee, accepts the Extraclassroom Activity Funds Financial Report for the year ended June 30, 2017.

APPROVED:
EXTRACLASS-
ROOM
ACTIVITIES
REPORT

Vote: Unanimously carried

10. Motion was made by Mrs. McCluski, seconded by Mr. Sullivan and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, on the recommendation of the Audit Oversight Committee, accepts the Updated Internal Control Risk Assessment dated January 31, 2018.

APPROVED:
RISK ASSESS-
MENT REPORT

Vote: Unanimously carried

11. Motion was made by Mr. Sullivan, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, upon the Superintendent’s recommendation, approves the following Professional Staff Report:

APPROVED:
PROFESSIONAL
STAFF REPORT

Vote: Unanimously carried

A. Appointment – School Related Professional

Name: Heather Frank
Position: PRE CSE Assigned
Type of Position: Civil Service
Probationary Period: 01/22/2018 – 07/21/2018
Salary: \$15,290
Effective Date: January 22, 2018

Name: Danielle Andolina
Position: MHS School Nurse
Type of Position: Civil Service
Probationary Period: 03/05/2018 – 09/05/2018
Salary: \$34,868
Effective Date: March 5, 2018

B. Resignation – School Related Professional
Cheryl Barnaba

12. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Narotsky and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, upon the Superintendent's recommendation, approves the following Support Staff Report:
Vote: Unanimously carried

APPROVED:
SUPPORT
STAFF REPORT

<u>RESIGNATIONS</u>			<u>LENGTH</u>	
<u>CLERICAL</u>	<u>POSITION</u>	<u>BLDG</u>	<u>OF SVC</u>	<u>DATE</u>
Heather Frank	Schl. Aide	PR	3 yrs.	1/19/18

<u>APPOINTMENTS</u>					
<u>CLERICAL</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Danielle Warrell	Schl. Aide	PR	2.25/day	2/5/18	\$10.80/hr.

<u>APPOINTMENTS</u>					
<u>CUST/MAINT</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Michael Murray	Cleaner	MHS	3-12	2/5/18	\$27,574
Jeff Sacchitella	Cleaner	MHS	10pm-7am	2/5/18	27,574
Michael Pipkin	Cleaner	MHS	3-12	2/6/18	27,574

<u>RESIGNATIONS</u>			<u>LENGTH</u>	
<u>TRANSPORTATION</u>	<u>POSITION</u>	<u>BLDG</u>	<u>OF SVC</u>	<u>DATE</u>
Katherine Shady	Bus Driver	BG	9.5 yrs.	1/29/18

13. Mr. Leone gave an update on the Executive Assistant/School District Clerk position which is in the midst of the search process and closes on March 1. He noted we have a robust pool of applicants and that it has been advertised state-wide.

14. Mr. Leone gave an update on the Mendon High School Principal search which closed at the end of January. Mr. Leone said we have a very strong pool of applicants. Candidates will soon be invited to interview by a large group committee which is currently being pulled together.

15. Mr. Pero noted that the school calendar is currently under construction. He said an Advocacy meeting is taking place tomorrow where information gathered will be pulled together. The next meeting of the District Planning Team will consist of a discussion on the 2018/2019 Budget Guidelines.

16. Mr. Pero noted that the donation approved by the Board of Education at its last meeting for Robotics Team costs for parts and supplies was from K.E.E.P. not from an individual as was noted on the agenda. Mr. Pero thanked Dr. Cimmerer for work done on the K.E.E.P. website.

17. Mr. Pero noted the mid-year status reports that were included in the Board packets. He said the work done is amazing, necessary and of the highest quality. Mr. Pero thanked the Central Office Team, Principals, Directors and beyond for their commitment and dedication. Mrs. Thomas said the reports are remarkable and commended each and every one.

18. Motion was made by Mrs. McCluski, seconded by Mr. Sullivan and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the following items per the consent agenda:
Vote: Unanimously carried

APPROVED:
CONSENT
AGENDA

Bid Awards:

Magazine subscriptions	Magazine Subscription Service Agency	\$ 9,701.18
Rush-Henrietta Cooperative	New York Bus Sales – 35% from price list	
Blue Bird Body and Chassis Parts		

57.

Policy Approval:

#3211 – Use of Service Animals

19. Mrs. Jessie Keating, parent, thanked everyone for the Pittsford Pride recognition program and then asked about the District's active outreach for hiring staff and committee representation. Mr. Leone responded that we continue to look at opportunities and are actually heading to NYC to a recruitment fair this coming week.

Mrs. Kim Melville, parent, asked about the PTSA Diversity and Inclusion Committee and also encouraged active outreach for hiring staff.

20. Motion was made by Mr. Aroesty, seconded by Mr. Sullivan and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Regular Meeting at 8:20 p.m.

APPROVED
ADJOURNMENT

Vote: Unanimously carried

Respectfully submitted,



Veronica M. Walker
School District Clerk

PITTSFORD CENTRAL SCHOOL DISTRICT
Board of Education Meeting
Tuesday, February 27, 2018
Board Room - Barker Road Middle School

A BUDGET WORKSHOP of the Pittsford Central School District Board of Education was held at 6:00 p.m. in the Board Room, Barker Road Middle School on Tuesday, February 27, 2018. Mr. Pero began the workshop with a review of the Budget Guidelines that will be voted on at this meeting and reviewed the Central Administration budget. Mrs. Ward reviewed the Curriculum and Instruction budget. Dr. Cimmerer reviewed the Technology Department budget. Mr. Kenney reviewed the Support Services budgets which include the non-instructional operations of the District. He also reviewed overall budget formula.

The REGULAR MEETING of the Pittsford Central School District Board of Education was held at 7:00 p.m. in the Board Room, Barker Road Middle School on Tuesday, February 27, 2018.

BOARD MEMBERS PRESENT: A. Thomas, K. McCluski, T. Aroesty, V. Baum, I. Narotsky,
P. Sullivan, R. Sanchez-Kazacos.

LEADERSHIP TEAM PRESENT: M. Pero, J. Cimmerer, D. Kenney, P. Vaughan-Brogan,
M. Ward, N. Wayman, E. Woods.

OTHERS PRESENT: E. Carpenter, L. Norten, S. Warchol, S. Gould, K. Evans, G. Graziano, J. Johnson, K. Ronan,
M. Graham, G. Johnson, L. Peace, L.J. Diekman, A. Austin, B. Fruscello, J. Nguyen, A. Cypher, A. Sabzehi

1. Mrs. Thomas called the regular meeting to order at 7:00 p.m. and asked everyone to stand for the Pledge of Allegiance.

2. Mrs. Thomas asked for a moment of silence for the students, staff and parents of the Marjory Stoneman Douglas High School in Parkland, Florida.

3. Motion was made by Mr. Sullivan, seconded by Mrs., Baum and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the agenda for this evening's meeting.

APPROVED:
AGENDA

Vote: Unanimously carried

4. Mr. Michael Biondi, principal, was present to give the Board an update on activities that are taking place at Allen Creek Elementary School.

5. Motion was made by Mrs. Baum, seconded by Mrs. Narotsky and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education accepts the Treasurer's Report for the period ending January 31, 2018.

ACCEPTED:
TREASURER'S
REPORT

Vote: Unanimously carried

6. Motion was made by Mrs. McCluski, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, upon the Superintendent's recommendation, approves the following Professional Staff Report:

APPROVED:
PROFESSIONAL
STAFF REPORT

Vote: Unanimously carried

A. Appointment – School Related Professional

Name:	Sarah Hanford
Position:	MCE CSE Assigned
Type of Position:	Civil Service
Probationary Period:	02/12/2018 – 08/12/2018
Salary:	\$16,299
Effective Date:	February 12, 2018

59.

Name: Deborah Scott
Position: MHS Supervisory Paraprofessional
Type of Position: Civil Service
Probationary Period: 02/26/2018 – 08/26/2018
Salary: \$18,406
Effective Date: February 26, 2018

B. Change of Status – Part time to Regular Sub

Name: Stephen Gleeson
Position: MHS Social Studies
Type of Position: Regular Sub
Tenure Area: Social Studies
Probationary Period: N/A
Certification: Initial
Effective Date: January 20, 2018 – April 23, 2018

C. Coaching Appointments

This report in its entirety is duly made a part of these minutes and is kept in a supplemental file for this meeting.

7. Mrs. Ward shared work done on the instructional challenge and acceleration process. Mrs. Ward clarified definitions, three levels of programming, collaboration with QUEST parents, the committee charge, membership and work of the committee, role of participants, the outcomes of committee work, the accelerated review process, communication plan and additional and on-going work.

8. Motion was made by Mrs. McCluski, seconded by Mrs. Sanchez-Kazacos, and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves calling an Executive Session for the purpose of discussing proposed and pending litigation, where no official business will take place. This session will take place immediately following regular session.

APPROVED:
EXECUTIVE
SESSION

Vote: Unanimously carried

9. Motion was made by Mr. Aroesty, seconded by Mrs. Baum and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the 2018/2019 Budget Guidelines as presented.

APPROVED:
BUDGET
GUIDELINES

Vote: Unanimously carried

10. Motion was made by Mr. Sullivan, seconded by Mrs. McCluski and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the 2018/2019 school calendar as presented.

APPROVED:
2018/2019
CALENDAR

Vote: Unanimously carried

11. Mr. Pero noted the first reading of policy #3185 - Website Accessibility. This will be brought back to the Board for action at its next meeting.

12. Mr. Pero talked about our safety plans and procedures, both current and as a result of the tragedy in Parkland, Florida. He highlighted the following items that have been done: messages have been sent to families and staff; much time has been spent with the Monroe County Sheriff's Department (we are so grateful for their help); the commitment of deputy presence in all nine of our schools; one of our schools will have police present at their lockdown; we will have entrance and exit audits; Mrs. Thomas, Mrs. McCluski and Mr. Pero have attended a forum with mental health experts; a representative from the Sheriff's office will be attending a county Superintendent's meeting this Friday; principals have been asked to review drills and safety protocols at their faculty meetings; we have ensured locked doors and are staying true to our visitor identification process; there are 205 security cameras across our buildings; there is an increase in security guards; we have double door main entries; classrooms have intruder locks; we have an enhanced visitor management system and a mass communication system; and increased protocols for subs and those who are second in command in our buildings. We have done things to enhance

aesthetics (no hiding or sneaking in). There is no propping of doors. Staff has knowledge of common language. Mr. Pero said that since the Parkland shooting, emails have been enormous in number, yet phenomenal and written with great care and concern. Every email received has been genuine. Suggestions will go to our Health and Safety Committee, Central Office Team and or Sheriff, whichever is most appropriate. The reality is that it is about us collectively deciding on what we want our schools to look and feel like. The point of entry is important. Students have expressed desire for no armed teachers and no metal detectors. Mental health, culture and climate, family and social emotional learning are all part of our focus.

Mr. Pero noted that a March 14th national walk-out has been introduced. He said that we need to find out the reason and the rationale, the targets and the victims. We need to consider politics and school/student safety. Mr. Pero said he has been taking time to ensure that buildings are secure and has met and will meet with principals, teachers, parents and students to begin to understand this movement. His goals are to think about safety, can we be unified, and can students feel good about what they are doing. He said he will spend time with principals and others to make sense of all of this and create a plan.

13. Mr. Pero gave an update on full-day kindergarten advocacy noting that much time is being spent on this. He will be in Albany tomorrow where he has been asked to give a presentation to the Budget Hearing Committee again. Hopefully the Governor's budget will include funding for FDK. Unfortunately, we will not have an answer until April 1.

14. Motion was made by Mr. Aroesty, seconded by Mrs. Sanchez-Kazacos and carried regarding **CONSENT** the following resolution: BE IT RESOLVED, that the Board of Education approves the following **AGENDA** items per the Consent Agenda:
Vote: Unanimously carried

Appointments of Committee on Special Education

Committee on Special Education: Amendment – Agreement No Meeting, Annual Reviews, Initial Eligibility Determination Meetings, Reevaluation Reviews, Requested Review Transfer Student.

Sub-Committee on Special Education: Amendment – Agreement No Meetings, Reevaluation Reviews, Requested Reviews.

Policy:

#5670 – Records Management

15. Mrs. Karen Ronan, parent, asked about armed security guards in schools. Mr. Pero responded.

16. Motion was made by Mr. Sullivan, seconded by Mrs. McCluski and carried regarding **APPROVED:** the following resolution: BE IT RESOLVED, that the Board of Education approves recessing **RECESS** its Regular Meeting in order to enter into an Executive Session at 8:40 p.m.
Vote: Unanimously carried

17. Motion was made by Mr. Aroesty, seconded by Mrs. McCluski and carried regarding **APPROVED:** the following resolution: BE IT RESOLVED, that the Board of Education approves the **ADJOURNMENT** adjournment of its Executive Session and Regular Meeting at 9:40 p.m.
Vote: Unanimously carried

Respectfully submitted,



Veronica M. Walker
School District Clerk

PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

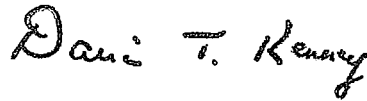
RECOMMENDATION FOR DISPOSAL OF SCHOOL DISTRICT TEXTBOOKS

TO: Board of Education
FROM: Darrin Kenney, Assistant Superintendent for Business
(Prepared by Karen L. Houston, Purchasing Agent)
BOE DATE: March 12, 2018
TOPIC: Disposal of School District Outdated Textbooks

The attached list of surplus algebra textbooks was submitted to the Purchasing Department to request quotes for sale or disposal. Melanie Ward, Assistant Superintendent for Instruction, reviewed the list and approved the textbooks for sale or disposal. Quote requests were emailed February 22, 2018, to the following vendors: Follett School Solutions, K12 Books, K12 Bookbuyer, K12 Savings, Meg Buys Books, Northeast Books, and Textbook Buyer. Follett School Solutions, K12 Books, K12 Bookbuyer, K12 Savings and Northeast Book responded with a no bid, citing the books were too old to be of value.

Be it resolved, the Board of Education of the Pittsford Central School District approve the disposal of outdated textbooks with no value.

Comments: Please see attached list of textbook titles to be disposed.



Darrin Kenney, Assistant Superintendent for Business

SUBJECT: WEBSITE ACCESSIBILITY

The District is committed to making information on its website accessible to all online visitors, including those individuals with hearing, vision, or cognitive disabilities, so that they have equal opportunity to obtain the same results, gain the same benefits, and reach the same levels of achievement.

The District has undertaken good-faith efforts to ensure that its website complies with the current New York State standards on website accessibility, which include conducting a regular and thorough audit of online content and functionality. The District will make all reasonable efforts to ensure that all new, newly added, or modified online content and functionality will be accessible to people with disabilities.

The District will consider the educational opportunities and benefits it provides through technology, how its technology provides these opportunities and benefits, whether the technology exists in a format that is accessible to individuals with disabilities, whether the technology can be modified, and the availability of a different technological device in making decisions that may affect access to its website. The District may address specific pages, information formats, or features; it may expressly identify the pages or information that may be deciphered by screen readers; and it may specify any readers that may need downloading on its website. Moreover, the District may provide links to information or features on its website to further assist users.

Access Notice

The District will post a notice on its website about how users may request access to information that they believe is not currently accessible. The District may request that users provide their name, email address, phone number, a description of the problem they experienced, and the location of the information they tried to access. The District will make all reasonable efforts to provide inaccessible information in an alternative format.

Accessibility Contact Person

The District will designate a webmaster that website users may contact if they experience accessibility issues. The District will post contact information and specify how to contact this person on its website home page.

Exemptions

The District may conclude that features, programs, applications, or activities on its website are not accessible if making them accessible would cause them to be fundamentally altered, or when ensuring accessibility would result in an undue financial and administrative burden. The District will maintain all documents supporting its exemption determinations as required by law.

SUBJECT: WEBSITE ACCESSIBILITY (Cont'd.)**Training**

The District will provide website accessibility training as necessary to appropriate personnel, including any website content developers, webmasters, and procurement officials, and all others who develop, load, maintain, or audit its web content or functionality.

Third-Party Sites

Any links to third-party sites on the District's website are not under its control, and thus, the District is not responsible for the content or accessibility of third-party sites. Third-party sites may not comply with accessibility standards.

Section 508 of the Rehabilitation Act of 1973, as amended, 29 USC § 794(d)
Section 504 of the Rehabilitation Act of 1973, as amended, 29 USC § 794
Title II of the Americans with Disabilities Act of 1990, 42 USC § 12101, et seq.
Individuals with Disabilities Education Act (IDEA), 20 USC § 1400, et seq.
28 CFR Part 35
34 CFR Parts 104 and 300
New York State Information Technology Policy No. NYS-P08-005

NOTE: Refer also to Policies [#3420 -- Non-Discrimination and Anti-Harassment in the District](#)
[#6470 -- Staff Use of Electronic Information Network](#)
[#8130 -- Equal Educational Opportunities](#)

Adoption Date