Great Neck Public Schools
Board of Education

Meeting of the Board of Education
Tuesday, April 26, 2022
North High School Gym / Auditorium
***5:00 PM / **7:30 PM**

***5:00 PM**: The Board of Education will officially begin its public meeting and it is anticipated that the Board of Education will immediately entertain a motion to go into **Executive Session** to discuss items appropriate for executive session pursuant to the Open Meetings Law. If no such motion is adopted, the Board will declare a recess until the Public Meeting is reconvened at 7:30 pm.

****7:30 PM**: The Board of Education will reconvene its **Public Meeting** to act on agenda items necessary for the conduct of its business.

PLEDGE OF ALLEGIANCE

1. RECOGNITION OF NORTH HIGH SCHOOL STUDENTS (7:30 PM: BIG GYM)

2. APPROVAL OF MINUTES (8:15 PM: AUDITORIUM)
- a. April 12, 2022

3. COMMUNICATIONS

4. BOARD/ADMINISTRATIVE AFFAIRS
- a. Superintendent's Report
- b. Appointment of Assistant Superintendent for Business
- c. Amendments to the Board of Registration
- d. Adoption of the 2022-2023 BOCES Administrative Operations Budget
- e. Election of BOCES Board Members
- f. Policy 2110.1 (Revision) – Examination of Personnel Files by Members of the Board Of Education (Second Reading)
- g. Policy 1120 (Revision) – School District Records (Third Reading)
- h. Policy 1220 (Deletion) – Voter Registration Lists and Mailing Labels (Third Reading)
- i. Policy 1221 (Deletion) – Mailing Lists and Labels (Third Reading)
- j. Policy 4528 (New) – Acceptable Use of Remote Instruction (Third Reading)
- k. Policy 5500 (Revision) – Student Records (Third Reading)
- l. Donation – Monetary: South High School Robotics Team
- m. Donation – Monetary: Scholarships/Awards

5. FINANCE AND OPERATIONS
- a. Claims Audit Report to the Board of Education – March 2022
- b. Third Party Service Agreement
- c. Payment of Fees to Counsel (Frazer & Feldman, LLC) – October and November 2021
- d. Payment of Fees to Special Counsel (Sokoloff Stern) – April to September 2021

6. PERSONNEL
- I. Certificated Employees
  - a. Appointment(s)
  - b. Change(s) In Salary/Payment/Status
  - c. Retirement(s)
  - d. Resignation(s)

e. Termination(s)
f. Leave(s)
g. Other

II. Non-Certificated Employees
a. Appointment(s)
b. Change(s) In Salary/Payment/Status
c. Retirement(s)
d. Resignation(s)
e. Termination(s)
f. Leave(s)
g. Other

7. OPEN TIME As part of its public service, the Board of Education desires to hear from members of the schools' community, whether residents or staff, who wish to address the Board. The purpose of "Open Time" is to permit the aforementioned to address the Board on topics which appear on the printed agenda. The Board may also hear other concerns. Generally, up to three minutes will be granted to each speaker who may address any item in Public Session with these exceptions: "Communications," on which only a letter-writer may comment, and subjects listed "For Board Discussion." In addition, comments regarding individual personnel or students will not be entertained. Please further note that effective September 2021, Board of Education meetings are livestreamed, recorded, and made available on the District website.

8. BOARD DISCUSSION (No action to be taken)

9. NEXT MEETING(S)

Day	Date	Meeting Type	Time	Location
Tue	May 10, 2022	South Middle Student Recognition; Official Public Hearing for Budget and Public Action Meeting	7:30pm 8:15pm	South High (originally South Middle)
Tue	May 17, 2022	Budget Vote	11:00pm	Phipps
Wed	June 1, 2022	UPTC Committee Reports Public Action Meeting	6:45pm 7:30pm	E.M. Baker (originally South High)
Wed	June 8, 2022	SDMC Reports	7:30pm	South High
Wed	June 15, 2022	Year-End Recognitions and Public Action Meeting	7:30pm	South High

1. **RECOGNITION OF NORTH HIGH SCHOOL STUDENTS (7:30 PM: BIG GYM)**

   The Board of Education will recognize North High School students for their academic achievements and contribution to the quality of school life.

2. APPROVAL OF MINUTES (8:15 PM: AUDITORIUM)

RESOLVED, that the Board of Education hereby accepts the minutes below as presented:

a. **April 12, 2022**

3. **COMMUNICATIONS**

- Letter from the Lakeville PTA and Shared Decision Making Committee regarding naming of Lakeville library in honor of Phyllis Feldman, former Principal.

4. BOARD/ADMINISTRATIVE AFFAIRS

a. Superintendent's Report

Dr. Teresa Prendergast
Superintendent of Schools

b. Appointment of Assistant Superintendent for Business

BE IT RESOLVED, that the Board of Education hereby appoints John J. O'Keefe as Assistant Superintendent for Business, effective July 1, 2022 for a three (3) year probationary period from July 1, 2022 through June 30, 2025 in the tenure area of Assistant Superintendent for Business and hereby approves the terms of the Salary and Benefits Agreement between the Board of Education and John J. O'Keefe, Assistant Superintendent for Business;

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the President of the Board of Education to execute the Salary and Benefits Agreement between the Board of Education and John J. O'Keefe on behalf of the Board of Education.

c. Amendments to the Board of Registration

WHEREAS, on March 9, 2022, the Board of Education approved a resolution establishing the Board of Registration for 2022 and said resolution was also set forth in the District's Call of Annual District Election as approved on March 9, 2022;

WHEREAS, on March 30, 2022, the Board of Education approved an amendment to the Board of Registration for 2022;

WHEREAS, the District Clerk has been notified that a member of the Board of Registration is unable to appear at the annual district election and vote to be held on May 17, 2022;

WHEREAS, the Board of Education shall appoint a replacement for the following individual for the 2022 annual district election:

Barbara Konigsberg

BE IT HEREBY RESOLVED that for the purposes of the annual district election and vote to be held on May 17, 2022 in this school district, the Board shall appoint the following members to the Board of Registration:

Edward Bucher

BE IT FURTHER RESOLVED that the members of the Board of Registration will serve in the following election districts and that the District Clerk shall be authorized to change the election district they are to serve if needed:

District # 1:	Siobhan Tomazic
E.M. Baker	Berenise Roggendorf
District #2:	Ellen Shabi
South High	Helene Potamianos
District #3:	Edward Bucher
Saddle Rock	Anna Maria Reda
District #4:	Rosemarie Cacioppo
Lakeville	Anna Bertorelli

BE IT FURTHER RESOLVED that the Board of Registration shall meet during the annual district election for the purpose of preparing a register of the qualified voters of this district for subsequent district elections, at which time any person shall be entitled to have their name placed upon such register provided that at such meeting of the Board of Registration, as such person is known, or proven to the satisfaction of the Board of

Registration, to be then or thereafter entitled to vote at subsequent annual district election for which such register is prepared. The District Clerk will attend on said day with the members of the Board of Registration.

BE IT FURTHER RESOLVED that in the event any of the above individuals are unable to accept the appointment or fail to serve, the District Clerk be authorized to appoint qualified substitutes to fill such vacancy.

BE IT FURTHER RESOLVED that the previously adopted Call of Annual District Election, approved on March 9, 2022 is modified to the extend provided in this resolution.

d. Adoption of the 2022-2023 BOCES Administrative Operations Budget

WHEREAS, the Board of Cooperative Educational Services of Nassau County (hereinafter "BOCES") has proposed and presented its Proposed Administrative Operations Budget for the 2022-2023 school year (July 1, 2022 through June 30, 2023), now therefore;

BE IT RESOLVED, that the Nassau BOCES Proposed Administrative Operations Budget for the 2022-2023 school year in the amount of twenty-three million, seven hundred eighty-eight thousand, three hundred seventy three dollars ($23,788,373) be, and hereby is, approved by this Board of Education.

e. Election of BOCES Board Members

WHEREAS, three seats on the Board of Cooperative Educational Services of Nassau County (hereinafter "BOCES") must be voted upon;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Great Neck Public Schools, after consideration and discussion, casts one (1) vote for each of these candidates:

Ronald Ellerbe
Fran N. Langsner
Robert Schoen

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f. Policy 2110.1 (Revision) – Examination of Personnel Files by Members of the Board Of Education (Second Reading)

INFORMATION: Attached for Board of Education consideration is a revised policy: ***Examination of Personnel Files by Members of the Board of Education*** **(2110.1)**. The revision addresses the deletion of language specifying the District Personnel Office as the sole location at which examination of such files may take place. There have been no changes since its first reading on 4/12/22, and this revised policy is being submitted for a second reading.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education has hereby reviewed Policy 2110.1 for a second reading, in accordance with Policy 2400 (Board Policy Development).

EXAMINATION OF PERSONNEL FILES BY MEMBERS OF THE BOARD OF EDUCATION

Upon request of a Board member to examine any or all personnel records of the Great Neck Public Schools, the Board, by majority vote, shall authorize an executive session for the purpose of such examination. The Board member shall examine the requested personnel records in executive session, in the presence of a majority of the Board or its designee.

~~Such examination shall take place in the district's Personnel Office~~. No material in any personnel file shall be removed or duplicated.

Great Neck Public Schools
Adopted: 8/6/74; 5/7/76
Amended: 1/8/01
Proposed Revision: 4/12/22; 4/26/22

g. **Policy 1120 (Revision) – School District Records (Third Reading)**

RESOLVED, that the Board of Education hereby adopts revised Policy 1120 in accordance with Policy 2400 (Board Policy Development).

h. **Policy 1220 (Deletion) – Voter Registration Lists and Mailing Labels (Third Reading)**

RESOLVED, that the Board of Education hereby deletes Policy 1220 in accordance with Policy 2400 (Board Policy Development).

i. **Policy 1221 (Deletion) – Mailing Lists and Labels (Third Reading)**

RESOLVED, that the Board of Education hereby deletes Policy 1221 in accordance with Policy 2400 (Board Policy Development).

j. **Policy 4528 (New) – Acceptable Use of Remote Instruction (Third Reading)**

RESOLVED, that the Board of Education hereby adopts new Policy 4528 in accordance with Policy 2400 (Board Policy Development).

k. **Policy 5500 (Revision) – Student Records (Third Reading)**

RESOLVED, that the Board of Education hereby adopts revised Policy 5500 in accordance with Policy 2400 (Board Policy Development).

SCHOOL DISTRICT RECORDS

School district records are public records, and each school board is required by New York State Education Law (§2116; New York State Public Officers Law Article 6) and New York State Public Officers Law §84 (Freedom of Information Law) to have such records available for inspection and copying at all reasonable times. It is the intention of the Board of Education of the Great Neck Public Schools to comply with applicable rules and regulations regarding the production of necessary documents, data, files, etc., and the Board of Education directs the Superintendent of Schools to institute procedures to implement this policy.

There will be a per page charge for all copying.

All requests for school district records should be directed, in writing, to:

Records ~~Management~~ Access Officer
Great Neck Public Schools
345 Lakeville Road
Great Neck, New York 11020

Or by email to: records@greatneck.k12.ny.us

There will be a per page charge for all copying.

Requests for all other information regarding schools and programs should be directed to the Superintendent of Schools, using the contact information provided below:

Superintendent of Schools
Great Neck Public Schools
345 Lakeville Road
Great Neck, New York 11020
TEL (516) 441-4001
FAX (516) 441-4994

The Superintendent reserves the right to ask that such requests be submitted in written form.

The Board of Education ~~shall~~ will comply with the Records Retention and Disposition Schedule LGS-1 established pursuant to Part 185, Title VIII of the Official Compilation of Codes, Rules and Regulations of the State of New York and Article 57-A of the Arts and Cultural Affairs Law, which contains the legal minimum retention periods for District records. In accordance with Article 57-A, the District will dispose of only those records described in the schedule after they have met the minimum retention periods set forth in the schedule. The District will dispose of only those records that do not have sufficient

administrative, fiscal, legal or historical value to merit retention beyond the established legal minimum periods. Destruction of records shall be noted, and the manner of destruction shall be determined by the format of the record (i.e. paper, digital, etc.).

Electronic records and digital images of physical records may be stored on electronic media. Such electronic records may replace paper originals or micrographic copies of these records. To ensure that records are intact and accessible for the duration of the retention period, the District shall follow the procedures prescribed by the New York State Commissioner of Education. The District ~~shall~~ will ensure that any information system that stores electronic records will adhere to records retention requirements and applicable confidentiality and security safeguards.

The Superintendent of Schools will establish procedures in the event that the District is served with legal papers. The Superintendent of Schools or designee will communicate with applicable parties, including the School Attorney and the Records Management Officer to ensure that, when appropriate, a litigation-hold is properly implemented. The litigation-hold is intended to prevent the destruction or disposal of records that may need to be produced as part of discovery.

Great Neck Public Schools
Adopted: 1/27/97
Amended: 6/04/07; 10/19/09; 5/9/16; 11/18/20
Proposed Revision: 3/30/22; 4/12/22; 4/26/22

VOTER REGISTRATION LISTS AND MAILING LABELS

1. The Board of Education authorizes the Superintendent of Schools to make available at cost, complete lists and/or sets of mailing labels of registered voters to a resident, group of residents, or community organization upon request. Such residents or community organizations shall certify in writing that such lists will be used only in connection with the development of voter and district resident interest in the school district meetings and elections of the Board of Education of Great Neck Union Free School District, Town of North Hempstead, Nassau County, New York, and that the lists will not be used directly or indirectly for any commercial purposes or non-school purpose and will not be delivered to anyone who will use them directly or indirectly for any commercial or non-school district purpose.

2. Voter registration lists and mailing labels shall be made available to residents and community groups on an impartial basis subject to the capability of the data processing center to provide such lists and labels in timely and appropriate fashion.

3. Voter registration lists shall be maintained in the office of the District Clerk and shall be made available for inspection by residents of the school district. A request to examine the voter registration lists must be made to the District Clerk at least twenty-four hours in advance. Such lists are not to be removed from the Phipps Building and are not to be copied on district-owned machines.

4. The district-owned duplicating equipment is not available for use by any individual or organization without the express permission of the Board of Education.

5. Exceptions to the above policy may not be made except by the Board of Education in public session.

Persons receiving the list will be required to sign a written statement in which they agree that the list will be used only in connection with school board matters.

Great Neck Public Schools
Adopted: 5/10/72
Amended: 2/28/73, 5/7/01
Proposed Deletion: 3/30/22; 4/12/22; 4/26/22

MAILING LISTS AND LABELS

The following materials and services shall be made available to either the United Parent-Teacher Council or the Parent-Teacher Associations:

1. Preparation and distribution, without charge, of mailing lists and labels provided that a written request for lists and/or labels for use in mailing materials, bulletins, notices, etc., to their members, parents and/or students is transmitted in timely fashion to the office of the Assistant Superintendent for Business and the purpose therefore is indicated and the Board of Education is informed by memorandum of the purpose after the fact;

2. Use of duplicating equipment, printing facilities, and mailing privileges;

3. Necessary supplies for bulletins, newsletters, and other pertinent and relevant school district flyers.

Great Neck Public Schools
Adopted: 3/26/73
Amended: 10/10/74
Proposed Deletion: 3/30/22, 4/12/22; 4/26/22

ACCEPTABLE USE OF REMOTE INSTRUCTION

The Board of Education of the Great Neck Public Schools recognizes that technological advancements have changed the ways in which instructional material can be delivered to students. From time to time, as a result of an act of God, epidemic, pandemic, public health emergency, social unrest, weather conditions or regulations or restrictions imposed by any government or governmental agency, the Board or the Superintendent of Schools may close schools, and pursuant to governmental action, may be required to provide remote learning opportunities for students. The District may implement alternate remote instruction in the event of a school closure as described above and/or as authorized by the New York State Education Department. The District may authorize its faculty and administration to utilize online learning platforms in these circumstances. Applicable laws, regulations and Board of Education policies apply to online/remote instruction.

USE OF ONLINE LEARNING PLATFORMS

The privacy and confidentiality of all participants during online instruction must be respected.

Parents/guardians must remember that online instruction is for students, and they should not be observing virtual platforms while their child is engaged in a remote learning session. Unless a younger elementary student is in need of technical assistance, parents/guardians should not interrupt learning. If a parent/guardian has a question for their child's teacher, they should send an email to the teacher outside the online learning session.

The following rules of conduct apply when the District is providing online/remote instruction. **Violation of the following rules will result in appropriate disciplinary action.**

All individuals, including students, their parents/guardians, and their family members, are prohibited from:

1. Recording, taking photos or taking a screenshot(s) of a videoconference session or any content presented in any form during the remote learning session.

2. Altering a videoconference session or any content presented during remote instruction.

3. Posting, sharing, or otherwise distributing, in any manner, either electronically or physically, via email, social media (such as Facebook®, Instagram®, Snapchat®, TikTok®, Twitter®, etc.) or text or any videoconference session, any part of a videoconference session, or any altered content, whether they have created or have received the recorded or altered content.

4. Using the remote learning platforms for any purposes other than their intended use as directed by the teacher.

5. Sharing any electronic links, ID numbers, invitations to a school videoconference session or passwords with anyone.

In the remote learning environment, students must comply in all respects with the *District Code of Conduct*. Inappropriate behavior includes, but is not limited to:

- Bullying or cyberbullying of other students or the teacher
- Displaying an inappropriate virtual background or profile picture
- Making inappropriate faces, gestures or comments
- Playing an inappropriate audio file
- Displaying or projecting or an inappropriate image.

It is the teacher's sole discretion to stop the video feed of any participant at any time, mute the participant's audio and/or remove the participant from the remote session.

In the event that inappropriate behavior occurs during any online learning session, the teacher will promptly end that session and notify the parent/guardian and/or the Building Principal to investigate and follow up accordingly with the student(s) and their parent(s)/guardian(s). The student(s) shall be subject to disciplinary consequences in accordance with the *District Code of Conduct*.

The word *content* as used in this policy includes, but is not limited to: audio, chats, photographs, screencasts, screens, videos, visual or written copy. Social media platforms (e.g. Facebook®, Instagram®, SnapChat®, TikTok®, Twitter®, etc.) are prohibited. Online/remote instructional content is the property of the District.

RULES OF ETIQUETTE AND PROCEDURES

General rules of etiquette and procedures that should be followed when participating in an online learning session include the following:

1. The Board expects students learning remotely to observe similar behavioral (*Policy 5300 Code of Conduct*) and attendance (*Policy 5100 Student Attendance*) requirements as though they are in the school building. Students must speak, write and dress appropriately during the remote school day.

2. All teachers will provide daily synchronous instruction and follow their assigned period by period schedule in circumstances where online/remote instruction is in place.

3. Parents will provide a quiet, yet supervised, space in a distraction-free location, if available.

4. Students will use District platforms for their intended educational use as directed by their teacher(s).

5. Students are expected to arrive on time for their online learning session to enable the teacher to take attendance and to promptly begin the online learning session. Once the online learning session has started, the teacher has the sole discretion to prohibit late entry by locking the “room”.

6. To enable the students to fully participate in their learning activities, students should be seated at a desk or table and set up their workspace with paper and pen/pencil at hand to use, as needed. Personal items in the background of the camera should be kept to a minimum.

7. To avoid disruptions in access to the online learning session, students should ensure that the batteries of their devices are charged, or that they are plugged into a power source.

8. Students should not have access to or use any other electronic devices unrelated to their instruction, such as cell phones or video game consoles, which might distract from learning.

9. Students should consider using headphones or earbuds while engaging with audio or video content, as it will help them focus on learning and not be distracted.

10. Students must display their first and last name as issued by the District and enable their online learning session so that the teacher can identify and see each student before allowing them into the session.

11. Where applicable, students will be admitted to the “waiting room” and the teacher will individually admit students into the online learning session.

12. Students will enter the online learning session with their microphones on mute. If a student would like to speak or has a question or comment, the student should raise a hand, and the teacher will unmute them or allow the student to unmute themselves.

13. Unless otherwise instructed by their teacher, students must keep the video feature on at all times. The student’s background for the online remote learning session needs to be appropriate and not distracting to others. Students should not change their virtual background during an online learning session.

14. At the teacher's discretion, the chat feature may be enabled to allow students to ask questions. When utilizing the chat feature, students must be considerate and polite, and should utilize proper spelling and grammar.

15. If technical assistance is needed, teachers or students should contact the District's administrative offices or the technology staff in their respective school.

Great Neck Public Schools
Proposed: 3/30/22; 4/12/22; 4/26/22

STUDENT RECORDS

The Board of Education of the Great Neck Public Schools recognizes its legal responsibility to maintain the confidentiality of student records. As part of this responsibility, the Board will ensure that parents/guardians, and students age 18 or over, have the right to inspect and review education records, seek to amend education records and have some control over the disclosure of information from an educational record in accordance with law. The procedures for ensuring this right will be consistent with New York State and Federal law, including the Family Educational Rights and Privacy Act of 1974 (FERPA) and its implementing regulations, and the *Great Neck Public School's Parents' Bill of Rights for Data Privacy and Security (Policy 8635-E)*. ~~Furthermore, when the District executes agreements with third-party contractors who collect, process, store, organize, manage or analyze student Personally Identifiable Information (PII), the District will obtain and review the contractor's privacy policy to ensure that the contractors comply with Federal and New York State laws with regard to data privacy and security.~~

At the same time, provision will be made for the proper inspection of such records upon legal authority or upon the written direction or consent of the parents/guardians of the student. At least two school days' notice will be given to the appropriate District authority by parents/guardians or students who wish to review individual records.

The Board also recognizes its responsibility concerning the orderly retention and disposition of the District's student records.

The District will use reasonable methods to authenticate the identity of the requestor and then provide access to student educationa~~l~~ records only to those authorized under applicable law. The District will document requests for and release of records, and retain such documentation in accordance with law. Standardized test scores released by the New York State Department of Education on a districtwide basis, are public information, but individual scores and/or student test papers and written work will not be released as public information, except to the eligible parent/guardian or student.

The Superintendent of Schools is responsible for ensuring that all requirements under law, the New York State Commissioner of Education's regulations and District policies are implemented.

Definitions

Authorized Representative: an authorized representative is any individual or entity designated by a New York State or Local Educational Authority (LEA) or a Federal agency headed by a United States Secretary, Comptroller General or Attorney General to carry

out audits, evaluations, enforcement or compliance activities relating to educational programs.

Education Record: ~~a~~ records, in any format, directly related to the student and maintained by the District or by a party acting on behalf of the District, except:

a) records in the sole possession of the individual who created them and not accessible or revealed to any other person except a substitute.
b) grades on peer-graded papers before they are collected and recorded by a teacher.
c) records of treatment created or maintained by a physician, psychiatrist, psychologist or other professional/paraprofessional acting in that capacity.

Eligible student: a student who has reached the age of eighteen (18) or is attending postsecondary school.

Legitimate educational interest: school officials have a legitimate educational interest if they need to review a student's record in order to fulfill their professional responsibilities.

Personally identifiable information (PII): as it pertains to students, is information that would allow a reasonable person in the school or its community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty. Such data might include social security number, student identification number, parents'/guardians' name and/or address, a biometric record, etc., and includes items outlined under FERPA, §34 CFR 99.3.

School official: a person who has a legitimate educational interest in a student record who is employed by the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement personnel, if any); a member of the Board of Education; a person or company with whom the District has contracted to perform a special task (such as attorney, auditor, medical consultant or therapist); or a parent/guardian or student serving on an official committee such as a disciplinary or grievance committee. ~~or assisting other school official performing their tasks~~. Volunteers may be considered school officials for purposes of access to (PII) if they are approved by the District, are trained in the requirements of law under this policy, have a legitimate educational interest, and the District uses reasonable methods to limit access to only the information that is necessary to fulfill their volunteer duties. Volunteers may only access the information necessary for the assignment and must not disclose student information to anyone other than a District official with a legitimate educational interest. The Building Principal will provide adequate training on confidentiality of student records in accordance with this policy.

Third party contractor: is any person or entity, other than an educational agency (which includes schools, school districts, Board of Cooperative Educational Services (BOCES), or the New York State Education Department), that receives student or teacher/principal PII from an educational agency pursuant to a contract or other written agreement for purposes of providing, delivering or facilitating services to such educational agency or audit or evaluation of publicly funded programs. This includes educational partnership organizations that receive student or teacher/principal PII from a school district to carry out responsibilities under New York State Education Law §211-e (for persistently lowest-achieving schools or schools under registration review) and is not an educational agency. This also includes not-for-profit corporations or other nonprofit organizations, other than an educational agency.

Annual Notification

At the beginning of each school year, the District will publish a notification that informs parents, guardians and eligible students currently in attendance of their rights under FERPA and New York State law and the procedures for exercising those rights. A Parents' Bill of Rights for Data Privacy and Security (*Policy 8635-E*) will be posted on the District website alongside supplemental information about third-party products with links to privacy policies and agreements. The annual notice may also be published in District newspapers, handbooks or other bulletins or publications, and will also be provided to parents, guardians and eligible students who enroll during the school year.

The notice will include a statement that the parent/guardian or eligible student has a right to:

1. inspect and review the student's education records;
2. request that records be amended to ensure that they are not inaccurate, misleading or otherwise in violation of the student's privacy rights;
3. consent to disclosure of PII contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent; and
4. file a complaint with the United States Department of Education alleging failure of the District to comply with FERPA and its regulations.

In addition, the annual notice will also inform parents/guardians and students:

1. that it is the District's policy to disclose PII from student records, without consent, to other school officials within the District whom the District has determined to have legitimate educational interests.
2. that, upon request, the District will disclose education records without consent to officials of another school district in which a student seeks to or intends to enroll or is actually enrolled.

3. that PII will be released to third party authorized representatives for the purposes of educational program audit, evaluation, enforcement or compliance purposes, that the District, in its discretion, releases directory information (as defined below) without prior consent, unless the parent/guardian or eligible student has exercised their right to prohibit release of the information without prior written consent.
4. that, upon request, the District will disclose a high school student's name,
5. address and telephone number to military recruiters and institutions of higher learning unless the parent/guardian or secondary school student exercises their right to prohibit release of the information without prior written consent of the procedure for exercising the right to inspect, review and request amendment of student records.

~~The annual notice and Parents' Bill of Rights will inform parents/guardians or eligible students of their rights regarding access to and disclosure of PII.~~

The District may also release student education records, or the PII contained within, without consent, where permitted under Federal law and regulation. ~~For a complete list of exceptions to FERPA's prior consent requirements see accompanying regulation (*5500-R Student Records Regulation, Section 5*).~~

~~The District will effectively notify parents, guardians and students who have a primary or home language other than English with translated information.~~

~~Information about a homeless student's living situation shall be treated as a student educational record and will not be deemed directory information. A parent/guardian or eligible student may elect, but cannot be compelled, to consent to the release of a student's address information in the same way they would for other student education records. The District's McKinney-Vento liaison will take reasonable measures to provide homeless students with information on educational, employment, or other postsecondary opportunities and other beneficial activities.~~

The District has the option under FERPA of designating certain categories of information as Directory Information. ~~Except as otherwise required by law, the disclosure of directory information consisting of names, telephone numbers, mailing and parent/guardian email addresses, and awards received shall be limited to District authorized school-related parent organizations.~~ The Board of Education directs that Directory Information will be a student's name, grade level, school attending, awards received and mailing address.

Notwithstanding the foregoing, Directory Information will only be disclosed to third parties without the consent of the parent/guardian when such disclosure would benefit both the student and the District. Under no circumstances will ~~Social security numbers or other~~ a student's PII ~~will not~~ be considered Directory Information.

Parents/Guardians or eligible students may opt out of having any Directory Information released.

~~Eligible students who opt out of having directory information shared are still required to wear and display their student ID cards in compliance with *Policy 8105 Identification Badges*.~~

~~Any other requests for~~ Release of requested Directory Information ~~will~~ requires ~~prior annual~~ approval from the Superintendent of Schools or designee. ~~It is forbidden for any recipient of directory information to release directory information to any other individual, organization or company including those who would make contact on their behalf.~~ Recipients of Directory Information are prohibited from any release of said information.

Once the proper FERPA notification of ~~such disclosure~~ Directory Information is given by the District, a parent/guardian, or eligible student will have 14 calendar days to notify the District in writing to the ~~school~~ building principal of their objections to the release of Directory Information. Once the parent/guardian, or eligible student provides an objection, it will remain in effect after the student is no longer enrolled in the school district. ~~If no objection is received, the District may release this information to District authorized school-related parent organizations without prior approval of the parent/guardian, or eligible student~~.

Eligible students who opt out of having Directory Information shared are still required to wear and display their student ID cards in compliance with *Policy 8105 Identification Badges*.

The District may elect to provide a single notice regarding both Directory Information and information disclosed to military recruiters and institutions of higher education.

The District will effectively notify parents, guardians and students who have a primary or home language other than English, to the extent practicable, in their native language or dominant mode of communication or with translated information.

Information about a homeless student's living situation will be treated as a student educational record and will not be deemed Directory Information. A parent/guardian or eligible student may elect, but cannot be compelled, to consent to the release of a student's address information in the same way they would for other student education records. The District's McKinney-Vento liaison will take reasonable measures to provide homeless students with information on educational, employment, or other postsecondary opportunities and other beneficial activities.

~~In any given school year, an elementary class list containing the directory information listed above may be shared by a District authorized school-related parent organization with the parents/guardians of that class. Parents/guardians who are in receipt of such lists may use them only for school-related matters and shall not further distribute them. A parent/guardian may submit a written statement to the building principal in order to opt their child out of such participation.~~

~~All electronic messages sent by District authorized school-related parent organizations must be sent in undisclosed fashion (i.e. bcc), such that directory information is not revealed.~~

~~Any violation of this provision can result in the termination of authorization to use the directory information that has already been released. Future access will be conditional upon a review by the Superintendent of Schools or designee.~~

The District will document requests for and release of student records and Directory Information and retain such documentation in accordance with applicable law and *Policy 1120 School District Records.*

Great Neck Public Schools
Adopted: 11/14/11; 10/21/13; 4/17/18; 5/13/20
Proposed Revision: 3/30/22; 4/12/22; 4/26/22

l. Donation – Monetary: South High School Robotics Team

WHEREAS, Joel and Ellen Dressner would like to donate $1,000 to the Great Neck South High School Robotics Team to help offset some of the many costs associated with running a successful robotics program;

WHEREAS, the Administration has indicated that this donation would be very much appreciated;

NOW THEREFORE, BE IT RESOLVED, that the Board of Education hereby accepts the above donation to the Great Neck South High Robotics Team.

m. Donation – Monetary: Scholarships/Awards

WHEREAS, the following donation(s) have been received by the District:

Name of Scholarship	Name of Donors	Amount
Bonnie Mamiye Scholarship Award	Adam & Karen Zalta	$200
Stephan Adelipour for Life Foundation Scholarship Fund	Stefan Adelipour for Life	$15,000

WHEREAS, the Administration has indicated that these donation(s) would be very much appreciated;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby accepts the above donation(s).

5. FINANCE AND OPERATIONS

a. Claims Audit Report to the Board of Education – March 2022

WHEREAS, each month the District's claims auditing firm, Nawrocki Smith LLP, prepares a report of the previous month's claims activity;

WHEREAS, this report is solely for the Board of Education's information;

WHEREAS, it has been recommended that the submission of these monthly claims reports to the Board of Education and their acknowledgement of receipt be documented;

NOW THEREFORE, BE IT RESOLVED, that the Board of Education hereby acknowledges receipt of the March 2022 claims audit reports, as presented.

b. Third Party Service Agreement

BE IT RESOLVED, that the Board of Education hereby authorizes the District to enter into third party service agreements with the consultants identified on the attached list for the provision of services for the 2021-2022 school year identified therein, subject to the terms and conditions of written third party service agreements;

BE IT FURTHER RESOLVED, that the Board of Education authorizes the President of the Board of Education to execute the necessary documents to effectuate said third party service agreements on behalf of the Board of Education.

GENERAL CONSULTANTS

Consultant	Purpose	Location	Date(s)	Rate	Max. Amount
ADL	Training for Students: A World of Difference Institute Peer Leadership Program	South Middle	5/4/22-5/6/22	$0	$0

*Partially or fully funded by a State of Federal Grant.
**Emergency conditional appointment as defined in Section 1709, Subdivision 39 of the education law.
***Amount included in fee paid for by participants.

c. Payment of Fees to Counsel (Frazer & Feldman, LLC) – October and November 2021

RESOLVED, that the Board of Education hereby authorizes the payment of $681.56 for the months of October and November 2021 as per the invoice submitted by district counsel, Frazer & Feldman, LLC, for professional services rendered.

d. Payment of Fees to Special Counsel (Sokoloff Stern) – April to September 2021

RESOLVED, that the Board of Education hereby authorizes the payment of $2,543.13 for the period of April to September 2021 as per the invoice submitted by special counsel, Sokoloff Stern LLP, for professional services rendered.