

Residents may speak on any item in Public Session with these two exceptions: "Communications," on which only the letter-writer may comment, and subjects listed "For Board Discussion."

MEETING OF THE GREAT NECK, N.Y., BOARD OF EDUCATION
THURSDAY, JANUARY 10, 2019
E.M. BAKER AUDITORIUM
5:30*/8:30**

* AT 5:30 P.M. the **Board of Education** will officially begin its public meeting by accepting and voting on 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.

AT 8:30 P.M. the **Board of Education will resume its PUBLIC MEETING to act on agenda items necessary for the conduct of its business.

Pledge of Allegiance

1. **APPROVAL OF MINUTES**
 - a. December 17, 2018

PRESENTATION – COMMENCEMENT OF UNIVERSAL PREKINDERGARTEN PROGRAM:
J. F. KENNEDY SCHOOL – SEPTEMBER 2019

PRESENTATION – MENTAL HEALTH EDUCATION & RESOURCES

2. **OPEN TIME** (The purpose of "Open Time" is to permit any person in the audience to address the Board of Education on any question concerning the school district, whether or not the question appears on the printed agenda. Generally, up to three minutes will be granted to each speaker.)

3. **BOARD/ADMINISTRATIVE AFFAIRS**
 - a. Superintendent's Report
 - b. Proposed School Calendar for 2019-2020
 - c. Policy on Sexual Harassment – Second Reading
 - d. Policy on Sexual Harassment of Staff (Deletion) – Second Reading
 - e. Policy on Sexual Harassment of Students (Deletion) – Second Reading
 - f. Secondary Student Teacher(s) – Spring 2019 Semester
 - g. Integrated Pest Management
 - h. Insurance Recovery Check – North High School – Auditorium
 - i. Donation – Monetary – South High
 - j. Donation – Monetary – Robotics-North High
 - k. Donation – Monetary – Jenny Spielman Scholarship
 - l. Donation – Encyclopedias – E.M. Baker and Lakeville Schools

4. **FINANCE & OPERATIONS**
 - a. Bids & Contracts
 - (1) Contract – Related Services – District of Location
 - (2) Contract – Tuition Addendum
 - b. Outside Service Agreements

5. **STUDENT MATTERS**

- a. Committee on Special Education Recommendations – School Year: 2018-19
- b. Committee on Preschool Special Education Recommendations – School Year: 2018-19

6. **PERSONNEL MATTERS***

I. Certificated Employees

- Appointment(s)
- Change(s) in Salary/Payment/Status
- Retirement(s)
- Resignation(s)
- Termination(s)
- Leave(s)
- Other

II. Non-Certificated Employees

- Appointment(s)
- Change(s) in Salary/Payment/Status
- Retirement(s)
- Resignation(s)
- Termination(s)
- Leave(s)
- Other

7. **BOARD DISCUSSION** - NO ACTION TO BE TAKEN

NEXT MEETINGS:

Monday, January 28, 2019 - GNTA/SAGES/UPTC Budget Mtg., followed by Board Mtg – 7:30 p.m.-
Phipps Admn. Bldg. – Board Room

Monday, February 4, 2019 - Phipps Board Room – 6:00 p.m. - Snow Date (if needed)

Monday, February 11, 2019 - Public Action Meeting – 8:00 p.m. – Cumberland – Recognition of
Students – Village School

Thurs., February 28, 2019 - Phipps Admn. Bldg. – Board Room – 6:00 p.m. - Snow Date (if needed)

Monday, March 11, 2019 - Public Action Meeting – 7:30 p.m. – North High School – Recognition
of Students and 1st Informal Budget Hearing

*Some items may be appropriate for Executive Session.

BOARD/ADMINISTRATIVE AFFAIRS

[3.a]

January 10, 2019

SUPERINTENDENT'S REPORT

**Dr. Teresa Prendergast
Superintendent of Schools**

GREAT NECK PUBLIC SCHOOLS

References: https://stateaid.nysed.gov/attendance/attendance_memo.htm, <http://interfaithcalendar.org/>

School Calendar 2019-2020 Proposed

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

19

October

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

November

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

18

December

S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

15

January

S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

21

February

S	M	T	W	T	F	S
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23	24	25	26	27	28	29

15

March

S	M	T	W	T	F	S
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22	23	24	25	26	27	28
29	30	31				

22

April

S	M	T	W	T	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

14

May

S	M	T	W	T	F	S
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

20

June

S	M	T	W	T	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

20

Sept.	2	Labor Day Holiday
	3	Supt's Conference Day
	4	First Day of School
Sept. 30 - Oct.	1	Rosh Hashanah
Oct.	9	Yom Kippur
	14	Columbus Day
Nov.	5	Supt's Conference Day
	11	Veterans Day
	28 - 29	Thanksgiving Recess
Dec. 23 - Jan.	1	Holiday Recess
Jan.	20	Martin Luther King Day
Feb.	17 - 21	Winter Recess
Apr.	8 - 17	Spring Recess
May	25	Memorial Day
June	26	Last School Day*

*If Regents Rating Day

SHADED DATES INDICATE
SCHOOLS ARE CLOSED.

IF SCHOOLS ARE CLOSED FOR MORE
THAN 4 "INCLEMENT WEATHER" DAYS,
MAKE-UP DAYS ARE 4/8, 4/17

OUTLINED DATES INDICATE
SUPERINTENDENT'S CONFERENCE DAYS:
SCHOOLS CLOSED FOR STUDENTS.

Teachers Report 184 Days
Students Report 182 Days

January 10, 2019

SEXUAL HARASSMENT

INFORMATION

Attached for Board of Education consideration is a new policy: ***Sexual Harassment (0110)***. As a result of changes to New York State Law, this new policy replaces the District's existing policies, *0110.1 Sexual Harassment of Staff* and *0110.2 Sexual Harassment of Students*, both adopted in 1995 and amended in 2003, in order to be in compliance with the minimum standards set forth by the New York State Department of Labor. The new policy incorporates and maintains the District's existing principles and practices with regard to the proscription of sexual harassment, while aligning it with the recently enacted legal requirements. In addition, a revised form *0110-E Complaint of Alleged Sexual Harassment* is also being submitted. The amended form has been adapted from a model provided by the New York State Insurance Reciprocal (NYSIR). There have been no changes since its first reading on 12/17/18 and this policy and accompanying exhibit are being submitted for a second of three readings. No Board action will be taken at this time.

SEXUAL HARASSMENT

The Board of Education is committed to providing an educational and working environment that promotes respect, dignity and equality and that is free from all forms of sexual harassment. The Board recognizes that harassment of students, employees (including all staff, applicants for employment, both paid and unpaid interns, exempt and non-exempt status, part-time, seasonal, and temporary workers, regardless of immigration status) and certain “non-employees” (which includes contractors, subcontractors, vendors, consultant and other persons providing services pursuant to a contract, or their employees, Board of Education members and volunteers) on the basis of sex, gender and/or sexual orientation is abusive and illegal behavior. The Board further recognizes that preventing and remedying such harassment is essential to ensuring a healthy, nondiscriminatory environment in which students can learn and employees and “non-employees” can work productively.

Sexual harassment is a form of sex discrimination and is unlawful under Federal, New York State, and (where applicable) local law. Sexual harassment includes harassment on the basis of actual or perceived or self-identified sex, sexual orientation, gender identity, gender expression, and transgender status. Sexual harassment can occur between persons of all ages and genders.

Sexual harassment includes unwelcome conduct that is either of a sexual nature, or which is directed at an individual because of that individual's sex, when:

- a. submission to that conduct is made either explicitly or implicitly a term or condition of an individual's employment or a student's education;
- b. submission to or rejection of such conduct is used as the basis for decisions affecting an individual's employment or a student's education; or
- c. the conduct has the purpose or effect of unreasonably interfering with an employee's or "non-employee's" work or student's school performance or creating an intimidating, hostile or offensive work or educational environment, even if the complaining individual is not the intended target of the sexual harassment;

Sexual harassment can consist of unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature, or verbal, nonverbal or physical aggression, intimidation or hostility that is based on actual or perceived gender and sexual stereotypes. The foregoing includes favoritism between a supervisor and subordinate.

The Board condemns and strictly prohibits all forms of sexual harassment on school grounds, school buses and at all school-sponsored activities, programs and events, including those that take place at locations outside the District, or outside the school setting if the harassment impacts the individual's education or employment in a way that violates their legal rights. This includes when employees and "non-employees" travel on District business, or when harassment is done by electronic means (including on social media). For employees, sexual harassment is considered a form of employee misconduct. Sanctions shall be enforced against all those who engage in sexual harassment, and against supervisory and managerial personnel who knowingly allow such behavior to continue or engage in retaliation.

Under various New York State and Federal laws, students, employees and "non-employees" have legal protections against sexual harassment in the above described school environment. Additionally, local laws may apply to the District. The District's Code of Conduct (*Policy 5300*) also addresses appropriate behavior in the school environment. Incidents of sexual harassment may subject the District to liability. Harassers may be individually subject to civil liability if sued in a court of law or criminal liability if prosecuted.

In order for the Board to effectively enforce this policy and to take prompt corrective measures, it is essential that any targets of sexual harassment and persons with knowledge of sexual harassment report the harassment immediately to his/her immediate supervisor, building principal, assistant superintendent, Superintendent of Schools, the District's Title IX Compliance Officer(s) (as listed in the District calendar and website) or the Board of Education. Any person who receives such a complaint shall immediately notify a Title IX Compliance Officer. Filing a grievance or otherwise reporting sexual harassment shall not reflect on the individual's status, nor shall it affect future employment or work assignments. The District shall promptly investigate all complaints of sexual harassment, either formal or informal, verbal or written. To the extent possible, all complaints shall be treated in a confidential manner. Limited disclosure may be necessary to complete a thorough investigation. If the complainant reports that they feel unsafe at school due to the nature of the complaint, the District shall determine if accommodations need to be made until the issue is resolved.

If, after appropriate investigation, the District finds that a student, an employee, "non-employee" or a third party has violated this policy, prompt corrective action shall be taken in accordance with District policy and New York State law.

All complainants and those who participate in sexual harassment complaints or the investigation of a complaint of sexual harassment have the right to be free from retaliation of any kind, when they believe in good faith that sexual harassment has occurred (*Policy 9645 Whistleblower*). Such prohibited retaliation can include, but is not limited to, discipline, discrimination, demotion, denial of privileges, or any action that would keep a person from coming forward to make or support a sexual harassment claim. Such actions need not be job- or education-related, or occur in the workplace or educational environment, to constitute unlawful retaliation.

In order to raise awareness of the issues surrounding sexual harassment and to implement preventative measures to help reduce incidents of sexual harassment, the District requires annual training programs for employees.

This policy shall be made available in each District facility, on the District's website and other appropriate school publications.

Great Neck Public Schools

Proposed: 12/17/18; 1/10/19

COMPLAINT OF ALLEGED SEXUAL HARASSMENT

This form is to be filed in order to initiate a complaint of alleged sexual harassment prohibited by the Great Neck Public School District's policy on Sexual Harassment.

Your Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: () _____ Cell Phone: () _____

Status: (Circle one) **Instructional Staff** **Non-Instructional Staff** **Student**

Time(s) and Date(s) incidents of sexual harassment took place:

Have you also filed this charge with a Federal, State, or Local Government agency?

Yes _____ No _____

Name/position/location of the individual who harassed you. If more than one, list all.

Name: _____

Position/Location: _____

Describe the incident(s) that occurred and your reasons for concluding that it was sexual harassment:

~~Describe briefly what you would consider to be appropriate resolution of the conduct described above. (The District at all times retains sole discretion and authority to determine the appropriate disciplinary and/or corrective action to be taken with regard to meritorious complaints. This question should not be construed in any way to constitute a forfeiture of that discretion or authority.)~~

~~Identify all persons who witnessed the incidents described above:~~

~~I swear or affirm that I have read the above complaint and that it is true to the best of my knowledge, information and belief.~~

Signature of Complainant _____ Date _____

~~Received by:~~

In order to assist the Great Neck Public Schools in investigating your allegations of sexual harassment in a prompt and thorough fashion, please complete this form to the best of your ability and with as much detail as you are able. Once completed, please submit this form to a Title IX Compliance Officer. To the extent possible, all complaints shall be treated in a confidential manner and no individual shall be retaliated against for filing a complaint.

Name of Complainant: _____ Date Submitted: _____

Job Title: _____

Address: _____

Home phone: _____ Cell: _____ Work: _____
(Please circle the number you'd prefer us to call)

Email: _____

Name of Victim (if different than Complainant): _____

Time(s) and date(s) the sexual harassment took place:

Name(s) and location of the individual who allegedly engaged in the sexual harassment.
If more than one, list all.

Name(s): _____

Location(s): _____

0110-E/2

Describe the incident(s) which occurred with as much detail as you are able, including why you believe the incident(s) constitutes sexual harassment (please attach any documentation or evidence you believe is relevant to the incident):

Describe briefly what you would consider to be appropriate resolution of the conduct described above: (Please note that the Great Neck Public Schools retains the sole discretion and authority to determine the appropriate disciplinary and/or corrective action to be taken with regard to meritorious complaints. This question should not be construed in any way to constitute a forfeiture of that discretion or authority.)

Identify all persons who witnessed the incident(s) described above:

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Please identify any other persons you believe have knowledge important to the incident(s) in question, including his/her contact information and a brief description of the knowledge held by each person:

Have you filed a complaint or charge with a Federal, State, or Local Government agency related to the incident(s) identified above?

Yes _____ No _____

Has this incident or occurrence been previously reported to **[employer name]**?

Y N. If yes, when and to whom?

If the incident or occurrence has been previously reported, please describe the remedy, outcome or resolution:

I swear or affirm that I have read the above complaint and that it is true to the best of my knowledge, information and belief.

Complainant's Signature

Date

Received by:

Signature

Date

Print Name:_____

For Employer Use Only – To be Completed Upon Receipt

Recipient of Complaint (print): _____

Date, Time and Manner (e.g. personal delivery, mailbox, etc.) of Receipt: _____

Notes: _____

Great Neck Public Schools
Adopted: 3/20/95
Proposed Revision: 12/17/18; 1/10/19

January 10, 2019

SEXUAL HARASSMENT OF STAFF

INFORMATION

Attached for Board of Education consideration is deletion of the policy: ***Sexual Harassment of Staff (0110.1)***. This policy, first adopted in 1995 and amended in 2003, addresses the District's prohibition of sexual harassment of staff. As a result of recent changes to New York State law, it is recommended that it be replaced by a new policy, ***0110 Sexual Harassment***, that conforms to the current requirements set forth by the New York State Department of Labor. This policy deletion is being submitted for a second of three readings in tandem with the second reading of the newly proposed policy. No Board action will be taken at this time.

SEXUAL HARASSMENT OF STAFF

It is the policy of the Great Neck Public Schools to maintain a learning and working environment that is free from sexual harassment. When a staff member (male or female) is subjected to unwelcome behavior that is sexual in nature, it is "sexual harassment" and is inappropriate, harmful and against the law. Sexual harassment may originate from a person of either sex and may be directed against persons of the same sex or the opposite sex.

I. POLICY

- A. No employee in the District shall be subjected to sexual harassment. It shall be a violation of this policy for any member of the Great Neck Public Schools staff to harass other staff members through conduct or communication of a sexual nature as defined in Section II. It shall also be a violation of this policy for students to harass staff members through conduct or communication of a sexual nature as defined in Section II.
- B. Each administrator shall be responsible for promoting understanding and acceptance of, and assuring compliance with, state and federal laws and Board of Education policy and procedures governing sexual harassment within his/her school or office.
- C. Violations of this policy or procedures will be cause for disciplinary action.

II. DEFINITION

- A. Sexual harassment means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:
 - 1. Submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment, advancement, or participation in school programs or activities; or
 - 2. Submission to or rejection of such conduct by an employee is used as the basis for decisions affecting the employee; or
 - 3. Such conduct has the purpose or effect of unreasonably interfering with an employee's performance or creating an intimidating, hostile or offensive work environment.

B. Sexual harassment as set forth in Section II.A. may include, but is not limited to, the following:

1. Verbal harassment or abuse
2. Pressure for sexual activities
3. Repeated remarks with sexual or demeaning implications
4. Unwelcome touching
5. Sexual jokes, posters, etc.
6. Suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning one's evaluation, opportunities, promotion, or other benefits of employment.

III. PROCEDURES FOR REPORTING HARASSMENT

Any staff member who alleges sexual harassment by another staff member or student in the School District may complain directly to his/her immediate supervisor, building principal, assistant superintendent, Superintendent, the District's Title IX Compliance Officer* (see School Telephone Directory), or the Board of Education. Any person who receives such a complaint will immediately notify the Title IX Compliance Officer. Filing a grievance or otherwise reporting sexual harassment will not reflect on the individual's status, nor will it affect future employment or work assignments. Any act of retaliation against the complainant is a violation of human rights law.

- A. **Informal Conference** - Prior to filing a formal complaint, a staff member may arrange to meet informally with the Title IX Compliance Officer. The purpose of such a meeting will be to discuss the allegations and to explore possible ways to resolve the situation. In an effort to achieve resolution, meetings may also be held with the alleged harasser. No written records will be kept.
- B. **Formal Complaint** - A formal complaint may be submitted either to report an allegation of sexual harassment or as a follow-up to an unsatisfactory resolution. A formal complaint shall be made in writing by completing the District's *Complaint of Alleged Sexual Harassment* form (0110-E), which shall be available in all District offices. Upon receipt, a formal complaint will be immediately forwarded to the Title IX Compliance Officer.
- C. **Unreported Complaint** - In the absence of a victim's complaint, the Board will ensure that an investigation is commenced upon learning of or having reason to suspect the occurrence of sexual harassment.

*Pursuant to Title IX of the Education Amendments of 1972, the Title IX Compliance Officer is the district official responsible for ensuring that the school system does not discriminate on the basis of sex in the educational or employment opportunities extended to students or staff.

IV. INVESTIGATION

- A. Upon receipt of a formal or informal complaint, a prompt, thorough investigation of the allegations will be made by an appropriate authority designated by the Title IX Compliance Officer. This investigation is to be conducted diligently and the complainant is to be notified of the outcome. Should it become necessary to interview any students in the course of the investigation, their parents will be notified and afforded the opportunity to be present.
- B. All complaints will be treated as confidential and only those persons necessary for the conduct of the investigation will be involved in the process.
- C. In the case of a formal complaint only, the results of the investigation will appear in the form of a written report that will be placed in a confidential file kept by the Title IX Compliance Officer. Copies of the report and conclusions will be transmitted to the staff member who made the complaint, the person against whom the complaint was made (and his/her parents if a student), and the Superintendent of Schools.

V. DISCIPLINARY ACTIONS

- A. If a staff member is found guilty of sexual harassment, the Superintendent of Schools will impose appropriate sanctions in a manner consistent with any applicable law, District policies and regulations, and collective bargaining agreements. Depending on the gravity of the misconduct, sanctions may range from a reprimand up to and including dismissal.
- B. If a student is found guilty of sexual harassment, the principal of the school will impose appropriate sanctions in a manner consistent with any applicable law and the District's Code of Conduct (see 5300). The Superintendent will review the matter and determine whether further action should be taken.
- C. The Superintendent of Schools will determine whether the findings of sexual harassment warrant turning the report and conclusions over to the Police Department for action. The individual harassed is, of course, free to file a complaint with the Police Department in any case.
- D. Anyone subjecting complainants or witnesses to any form of retaliation will also be subject to disciplinary action in the manner prescribed above.

- E. Because of the damage that can be done to someone falsely accused, any individual who in bad faith knowingly makes a false complaint or report of harassment will be subject to disciplinary action in the manner prescribed above.
- F. Pursuant to this policy, any official or employee of the District who receives a complaint of sexual harassment and who does not follow the procedures outlined in this policy will be held accountable and disciplined accordingly.

VI APPEALS

Any complainant or accused party who wishes to appeal the procedures which the District followed in investigating a written complaint filed under this Policy, may do so within ten (10) days of receipt of the appellant's notification of the investigation outcome. Untimely submissions shall not receive consideration. Such appeal must be made in writing to the Board of Education by submission to the District Clerk. The appellant shall be entitled to present evidence as to why the investigation procedures were flawed, improper, or otherwise not in compliance with this Policy. The Board's consideration and review of any such appeal shall be conducted confidentially in executive session. Following a review of that evidence, as well as the information obtained in the investigation process and conclusions derived there from, the Board of Education, or its designee, shall render a decision. The Board's decision shall be final. The appellant shall be notified of the decision in writing.

VII. NOTIFICATION AND TRAINING

- A. Copies of this policy will be distributed to all schools and departments of the Great Neck Public Schools, incorporated in teacher and student handbooks, and the school district calendar will include a summary.
- B. Each school will develop a training program for staff and students to raise awareness of the issues surrounding sexual harassment and to implement preventive measures to help reduce incidents of sexual harassment. The program will provide for a review of policy, procedures and prevention at least once a year for each group.

Great Neck Public Schools

Adopted: 3/20/95

Amended: 3/10/03

Proposed Deletion: 12/17/18; 1/10/19

January 10, 2019

SEXUAL HARRASMENT OF STUDENTS

INFORMATION

Attached for Board of Education consideration is deletion of the policy: **Sexual Harassment of Students (0110.2)**. This policy, first adopted in 1995 and amended in 2003, addresses the District's prohibition of sexual harassment of students. As a result of recent changes to New York State law, it is recommended that it be replaced by a new policy, ***0110 Sexual Harassment***, that conforms to the current requirements set forth by the New York State Department of Labor. This policy deletion is being submitted for a second of three readings in tandem with the second reading of the newly proposed policy. No Board action will be taken at this time.

SEXUAL HARASSMENT OF STUDENTS

It is the policy of the Great Neck Public Schools to maintain a learning and working environment that is free from sexual harassment. When a student (male or female) is subjected to unwelcome behavior that is sexual in nature, it is "sexual harassment" and is inappropriate, harmful and against the law. Sexual harassment may originate from a person of either sex and may be directed against persons of the same sex or the opposite sex.

I. POLICY

- A. No student in the District shall be subjected to sexual harassment. It shall be a violation of this policy for any member of the Great Neck Public Schools staff to harass a student through conduct or communication of a sexual nature as defined in Section II. It shall also be a violation of this policy for students to harass other students through conduct or communication of a sexual nature as defined in Section II.
- B. Each administrator shall be responsible for promoting understanding and acceptance of, and assuring compliance with, state and federal laws and Board of Education policy and procedures governing sexual harassment within his/her school or office.
- C. Violations of this policy or procedures will be cause for disciplinary action.

II. DEFINITION

- A. Sexual harassment means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:
 - 1. Submission to such conduct is made either explicitly or implicitly a term or condition of a student's participation in school programs or activities; or
 - 2. Submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or
 - 3. Such conduct has the purpose or effect of unreasonably interfering with a student's performance and creating an intimidating, hostile or offensive learning environment.

B. Sexual harassment as set forth in Section II.A. may include, but is not limited to, the following:

1. Verbal harassment or abuse
2. Pressure for sexual activities
3. Repeated remarks with sexual or demeaning implications
4. Unwelcome touching
5. Sexual jokes, posters, etc.
6. Suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning one's evaluation, opportunities, and other benefits of education.

III. PROCEDURES FOR REPORTING HARASSMENT

Any student, or parent of a student, who alleges sexual harassment by a staff member or another student in the School District may complain directly to a teacher, counselor, building administrator, central administrator, the District's Title IX Compliance Officer* (see School Telephone Directory), or the Board of Education. Any person who receives such a complaint will immediately notify the Title IX Compliance Officer. Reporting sexual harassment will not reflect on the student's status, nor will it affect grades or other educational opportunities. Any act of retaliation against the complainant is a violation of human rights law.

- A. **Informal Conference** - Prior to filing a formal complaint, a student and/or parent may arrange to meet informally with the Title IX Compliance Officer. The purpose of such a meeting will be to discuss the allegations and to explore possible ways to resolve the situation. In an effort to achieve resolution, meetings may also be held with the alleged harasser. No written records will be kept.
- B. **Formal Complaint** - A formal complaint may be submitted either to report an allegation of sexual harassment or as a follow-up to an unsatisfactory informal resolution. A formal complaint shall be made in writing by completing the District's *Complaint of Alleged Sexual Harassment* form (0110-E), which shall be available in all District offices. Upon receipt, a formal complaint will be immediately forwarded to the Title IX Compliance Officer.
- C. **Unreported Complaint** - In the absence of a victim's complaint, the Board will ensure that an investigation is commenced upon learning of or having reason to suspect the occurrence of sexual harassment.

*Pursuant to Title IX of the Education Amendments of 1972, the Title IX Compliance Officer is the district official responsible for ensuring that the school system does not discriminate on the basis of sex in the educational or employment opportunities extended to students or staff.

IV. INVESTIGATION

- A. Upon receipt of a formal or informal complaint, a prompt, thorough investigation of the allegations will be made by an appropriate authority designated by the Title IX Compliance Officer. This investigation is to be conducted diligently and the complainant and his/her parents are to be notified of the outcome. Should it become necessary to interview any students in the course of the investigation, their parents will be notified and afforded the opportunity to be present.
- B. All complaints will be treated as confidential and only those persons necessary for the conduct of the investigation will be involved in the process.
- C. In the case of a formal complaint only, the results of the investigation will appear in the form of a written report that will be placed in a confidential file kept by the Title IX Compliance Officer. Copies of the report and conclusions will be transmitted to the student who made the complaint, his/her parents, the person against whom the complaint was made (and his/her parents if a student), and the Superintendent of Schools.

V. DISCIPLINARY ACTIONS

- A. If a staff member is found guilty of sexual harassment, the Superintendent of Schools will impose appropriate sanctions in a manner consistent with any applicable law, District policies and regulations, and collective bargaining agreements. Depending on the gravity of the misconduct, sanctions may range from a reprimand up to and including dismissal.
- B. If a student is found guilty of sexual harassment, the principal of the school will impose appropriate sanctions in a manner consistent with any applicable law and the District's Code of Conduct (see 5300). The Superintendent will review the matter and determine whether further action should be taken.
- C. The Superintendent of Schools will determine whether the findings of sexual harassment warrant turning the report and conclusions over to the Police Department for action. The individual harassed is, of course, free to file a complaint with the Police Department in any case.
- D. Anyone subjecting complainants or witnesses to any form of retaliation will also be subject to disciplinary action in the manner prescribed above.

- E. Because of the damage that can be done to someone falsely accused, any individual who in bad faith knowingly makes a false complaint or report of harassment will be subject to disciplinary action in the manner prescribed above.
- F. Pursuant to this policy, any official or employee of the District who receives a complaint of sexual harassment and who does not follow the procedures outlined in this policy will be held accountable and disciplined accordingly.

VI APPEALS

Any complainant or accused party who wishes to appeal the procedures which the District followed in investigating a written complaint filed under this Policy, may do so within ten (10) days of receipt of the appellant's notification of the investigation outcome. Untimely submissions shall not receive consideration. Such appeal must be made in writing to the Board of Education by submission to the District Clerk. The appellant shall be entitled to present evidence as to why the investigation procedures were flawed, improper, or otherwise not in compliance with this Policy. The Board's consideration and review of any such appeal shall be conducted confidentially in executive session. Following a review of that evidence, as well as the information obtained in the investigation process and conclusions derived there from, the Board of Education, or its designee, shall render a decision. The Board's decision shall be final. The appellant shall be notified of the decision in writing.

VII. NOTIFICATION AND TRAINING

- A. Copies of this policy will be distributed to all schools and departments of the Great Neck Public Schools, incorporated in teacher and student handbooks, and the school district calendar will include a summary.
- B. Each school will develop a training program for staff and students to raise awareness of the issues surrounding sexual harassment and to implement preventive measures to help reduce incidents of sexual harassment. The program will provide for a review of policy, procedures and prevention at least once a year for each group.

Great Neck Public Schools

Adopted: 3/20/95

Amended: 3/10/03

Proposed Deletion: 12/17/18; 1/10/19

January 10, 2019

SECONDARY STUDENT TEACHER(S)

SPRING 2019 SEMESTER

INFORMATION

Pursuant to Education Law Section 301 – Qualification of Teachers, a practice teacher enrolled in an approved teacher education program may teach a class provided s/he is supervised by a certified classroom teacher.

All student teachers and observers enrolled in education classes at local universities are interviewed at the building level by the principal or assistant principal to insure their suitability for placement in our secondary classrooms.

The following student teacher(s) has requested assignment to our secondary 2019 spring semester.

STUDENT TEACHER(S)

<u>Name</u>	<u>College</u>	<u>School</u>	<u>Teacher</u>	<u>Subject</u>	<u>Dates/Hours</u>
Gabriella Blazich	Fordam	North High	J. Schust	Science	1/14-5/31/2019
Nicholas Haramis	Oswego	South Middle	D. Elzer-Lento	Technology	1/28-3/21/2019

RECOMMENDATION

It is recommended that the Board of Education approve the placement of the student teacher(s), to our secondary spring 2019 semester.

January 10, 2019

INTEGRATED PEST MANAGEMENT PROGRAM (IPM)
CONTRACT EXTENSION

INFORMATION

The District has completed the third year of a three year agreement for an integrated pest management. Parkway Exterminating was awarded the contract as they were the lowest responsible bidder in accordance with the specifications of the November 23, 2015 bid.

The agreement requires the vendor to provide a full service contract which includes regular inspections, as well as additional engagements to eliminate and/or control any pest problems that may arise on school properties.

The District has been satisfied with the performance of Parkway Exterminating, whose contract runs from February 1, 2016 through January 31, 2019, with the option for two additional one year periods. The District would like to exercise the option to renew for one additional year. The vendor agrees to provide all services in accordance with the November 23, 2015 bid at no additional cost. Pricing remains as follows:

Entomologist	\$175.00/hr
Supervisor	\$80.00/hr
Technician	\$37.00/hr
Monthly Cost	\$1,378.75
Price per service call	\$80.00

RECOMMENDATION

It is recommended that the Board of Education approve year four of the contract with Parkway Exterminating from February 1, 2019 through January 31, 2020 with no percentage increase from the previous year.

January 10, 2019

INSURANCE RECOVERY CHECK
NORTH HIGH SCHOOL – AUDITORIUM

INFORMATION

In July of 2018, Moore Roofing Inc., while replacing the roof at North High School, did not perform the necessary steps to protect their work in the event of a rain storm. The rain did occur and, as a result, water caused damage to the auditorium ceiling, walls and electrical sound system. Moore Roofing Inc. filed a claim with their insurance carrier, Evanston Insurance Company, who paid the School District \$151,465.46 in total (\$45,365.00 for the damages to the contents of the building and \$106,100.46 for the damage to the building). This payment was made directly to the School District as opposed to the insured, Moore Roofing Inc., in order to enable the School District to better oversee the repairs and pay the vendors performing the repair work directly.

RECOMMENDATION

It is recommended that the Board of Education accept the check of \$151,465.46 from Sierra Claims Services (Evanston Insurance Company) in settlement of the damages caused by the roof contractor not properly covering their work in progress while working on the roof replacement project at North High School; and that the proceeds from that check be accounted for in the 2018-2019 operating budget (General Fund) of the Great Neck Public School District as follows:

Revenue Budget:

A2680 Insurance Recoveries	\$151,465.46
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Expenditure Budget:

A1620.2001.000.0000 Equipment-New	\$ 45,365.00
A1620.4000.000.0000 Contractual Outside Services	\$106,100.46

It is also recommended that the Board of Education authorize the District to pay the vendors performing the repair work accordingly.

January 10, 2019

DONATION – MONETARY

Great Neck North High School Robotics Club

INFORMATION

The following donation check has been received by the District to offset some of the many costs associated with running a successful robotics program at Great Neck North High.

<u>Name of Donor</u>	<u>Amount</u>
Yimin Zhu	\$200

The administration has indicated tis donation is very much appreciated.

RECOMMENDATION

It is recommended that the Board of Education accept the above listed donation for the Great Neck North High Robotics Club.

January 10, 2019

DONATION – MONETARY

Scholarship Fund(s)

INFORMATION

The following donation checks have been received by the District:

<u>Name of Scholarship</u>	<u>Name of Donors</u>	<u>Amount</u>
Jenny Spielman Scholarship	Spielman Family Foundation Leslie & Gary Granoff	\$10,000 \$ 1,000

The administration has indicated that these scholarship donations are very much appreciated.

RECOMMENDATION

It is recommended that the Board of Education accept the above donations to the Great Neck Public Schools.

January 10, 2019

DONATION – ENCYCLOPEDIAS

INFORMATION

The Great Neck Library would like to donate two complete sets of encyclopedias. The E.M. Baker School administration has indicated that the donation of a 2016 World Book Encyclopedia would be greatly appreciated and the administration at the Lakeville School has indicated the same with regard to the 2015 World Book Encyclopedia.

RECOMMENDATION

It is recommended that the Board of Education approve the donations of the 2016 and 2015 World Book Encyclopedias to the E.M. Baker and Lakeville Schools, respectively, to the Great Neck Public Schools.



GNPS Board of Education
Phipps Administration Building
345 Lakeville Road
Great Neck, NY 11020

GNPS Board of Education,

The Great Neck Library would like to donate the following two complete encyclopedia sets to the Great Neck Public Schools:

World Book Encyclopedia 2015
World Book Encyclopedia 2016

Thank you,

Tracy Van Dyne
Assistant Director

Great Neck Library
159 Bayview Ave
Great Neck, NY 11023

The Baker School would greatly appreciate the 2016 encyclopedia:

The Lakeville School would greatly appreciate the 2015 encyclopedia:

FINANCE & OPERATIONS

January 10, 2019

RELATED SERVICES – DISTRICT OF LOCATION**INFORMATION**

New York State Law 3602-c requires that public school districts reimburse districts of location for actual costs for providing related services to non-public school students located within their district. The public school may bill each student's district of residence for the services provided. The Board of Education is asked to approve the contract(s) listed below for students who attend non-public school in other districts and reside in Great Neck.

MANHASSET UNION FREE SCHOOL DISTRICT**RECOMMENDATION**

It is recommended that the Board of Education approve a contract with the Manhasset Union Free School District of Manhasset, New York for related services rendered to two residents of Great Neck who attend a non-public school in the Manhasset UFSD for the 2018-2019 school year.

January 10, 2019

TUITION CONTRACT ADDENDUM

INFORMATION

New York State adjusts tuition rates for approved private special education schools during the school year and sets final rates during and after the school year is over. This state process requires us to approve adjustments to such tuitions several times. In that regard, the Board of Education is asked to approve payments resulting from the tuition adjustments for students who attend(ed) approved private special education schools, as noted below.

BROOKVILLE CENTER FOR CHILDREN'S SERVICES

RECOMMENDATION

It is recommended that the Board of Education approve the revised tuition rate for the Brookville Center for Children's Services of Brookville, New York for one classified student who attended the Brookville Center for Children's Services from \$11,394.00 per student to \$12,349.00 from July 2016 through August 2016 and from \$68,364.00 per student to \$74,092.00 per student for September 2016 through June 2017.

January 10, 2019

OUTSIDE SERVICE AGREEMENTS

INFORMATION

The following Outside Service Agreements are being submitted for approval. Provider credentials have been reviewed by administration.

RECOMMENDATION

It is recommended that the Great Neck Board of Education authorize the President of the Board of Education to approve payment of the attached.

COMMUNITY EDUCATION CONSULTANTS
01/10/19 BOARD MEETING

Consultant	Purpose	Location	Date(s)	Rate	Maximum Approval
Bethelwoods Center for the Arts	Community Education Docent Guided Tour of Museum	Cumberland	6/26/2019	\$13 / Person	\$ 390.00 ***
Boston Symphony Orchestra	Community Education Trip to Tanglewood	Cumberland	8/6/2019	\$99 / Ticket	\$ 2,970.00 ***
CF Hospitality LLC	Community Education Tour of Citi Field	Cumberland	9/21/2019	\$750 / Cost	\$ 750.00 ***
Dancing Cat Saloon	Community Education Luncheon	Cumberland	6/26/2019	\$36 / Person	\$1,080.00 ***

Note: All funded by User Fees unless otherwise noted.

*Partially or fully funded by a State or Federal Grant.

***Emergency conditional appointment as defined in Section 1709, Subdivision 39 of the education law.

****Amount included in fee paid for by participants.

**OTHER CONSULTANTS
01/10/19 BOARD MEETING**

Consultant	Purpose	Location	Date(s)	Rate	Maximum Approval
George Kushmakov	Self Defense Instruction Program - Monday	District Wide	2/4/19-5/6/19	\$210 / Hour	\$ 7,560.00 ***
George Kushmakov	Self Defense Instruction Program - Sunday	District Wide	2/3/19-5/19/19	\$210 / Hour	\$10,080.00 ***
George Kushmakov	Self Defense Instruction Program - Wednesday	District Wide	2/6/19-5/22/19	\$210 / Hour	\$ 7,560.00 ***
Kandace Logan	Presenter at Superintendent's Conference Day	District Wide	2/5/2019	\$1,800 / Cost	\$ 1,800.00
Yasmin Ramani	Provide Professional Development to Staff in Math and General Classroom Management	Yeshiva Kol Yaakov	1/11/19-8/31/19	\$150 / Hour	\$ 2,700.00 *

*Partially or fully funded by a State or Federal Grant.

**Emergency conditional appointment as defined in Section 1709, Subdivision 39 of the education law.

***Amount included in fee paid for by participants.

STUDENT MATTERS

January 10, 2019

COMMITTEE ON SPECIAL EDUCATION RECOMMENDATIONS**INFORMATION:**

In accordance with applicable regulations and law, the Board of Education is required to approve services to students with disabilities as recommended by the Committee on Special Education.

RECOMMENDATION:

The Board of Education has been provided with the schedule of specific recommendations for the 2018 – 2019 school year made by the Committee on Special Education for students whose ID numbers appear below. It is recommended that the Board of Education approve this schedule.

10208	E8869	R0623
10367	F0456	R2130
10384	G0794	R6325
10418	G2355	R7527
10531	G9010	S0050
10606	H2371	S0089
10681	H3506	S0310
10708	H6545	S1895
4702	K6895	S2191
A0231	L1642	S2213
A1617	L4053	S4056
B0744	L4622	S6540
B1236	L5090	S8984
B1369	L9881	T7453
C1335	M1301	V1914
C3032	M3386	V6006
C3867	M5861	W0417
C6376	M8080	W1217
C6808	M8082	W6493
C8239	M8912	W9365
D6898	P0184	Z8653
D8550	P1598	

January 10, 2019

COMMITTEE ON PRESCHOOL SPECIAL EDUCATION RECOMMENDATIONS

INFORMATION:

In accord with applicable regulations and law, the Board of Education is required to approve services to students with disabilities as recommended by the Committee on Preschool Special Education.

RECOMMENDATION:

The Board of Education has been provided with the schedule of specific recommendations for the 2018 – 2019 school year made by the Committee on Preschool Special Education for students whose ID numbers appear below. It is recommended that the Board of Education approve this schedule.

B1928	B7180	L0344
G8354	G0600	H3900
H4555	D8311	T8354
L1995	R1995	T2342
X9496	Z7898	