

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**  
**MONDAY, MAY 7, 2018**  
**SOUTH MIDDLE SCHOOL AUDITORIUM/CHORAL ROOM**  
**5:30\*/7:30\*\*P.M.**

**\*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 7:30 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. **RECOGNITION OF STUDENTS**

- a. South Middle School

2. **APPROVAL OF MINUTES**

- a. April 9, 2018
- b. April 17, 2018
- c. April 25, 2018

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

4. **BOARD/ADMINISTRATIVE AFFAIRS**

a. **ANNUAL BUDGET HEARING PRESENTATION**

- b. Superintendent's Report
- c. Policy on Non-Discrimination and Equal Opportunity – First Reading
- d. Policy on Reporting Child Abuse, Neglect and Maltreatment – First Reading and Possible Adoption
- e. The Great Neck Public School District Federal Single Audit Report, Management Letter and Corrective Action Plan for the Period Ending June 30, 2017
- f. 2018 Biennial Review of District-Level Shared Decision Making Plan
- g. Proposed Schedule of 2018-2019 Board of Education Meetings
- h. Resolution Regarding a Revised Memorandum of Agreement Between the Board of Education of the Great Neck Public Schools and the Great Neck Teachers Association
- i. Traffic Study – North High & North Middle Schools and Vicinity
- j. 2017-2018 Budget Amendment
- k. SCOPE Child Care Program
- l. Appointment of Chief Inspectors, Senior Clerks, Inspectors of Election, Clerks and Registrars
- m. Appointment of Election Chairpersons for Election Districts #1, #2, #3 and #4
- n. Driver Education – In-Car Instruction
- o. Community Education Program – Design & Layout of Catalog
- p. Food and Nutrition – Purchase Order Increases
- q. Resolution to Participate in the Northwest Nassau Transportation Cooperative (COOP) – 2018-2019
- r. Resolution for Participation in the Cooperative Bid of the Nassau County Directors of School Facilities Purchasing Consortium
- s. Security Guard Services – Request for Proposals
- t. Boiler Replacement – Clover Drive School – Change Order #1
- u. HVAC Rooftop Replacement – North High School – Change Order #1
- v. Fuel Oil Tank Replacement – E.M. Baker School – Change Order #1
- w. Roof Replacement – Phipps Administration Building – Change Order #2
- x. Purchase & Installation of Wheelchair Lift – The Grace Avenue Facility
- y. Lakeville School – Site Reconstruction
- z. Elementary Student Observer(s) – Spring 2018 Semester

- aa. North High School – Masonry Replacement
- bb. Establishment of the Joan Casazzone Memorial Award
- cc. Donation – Monetary
- dd. Donation – Monetary – South High School Robotics Club
- ee. Donation – Monetary – Scholarships
- ff. Donation – Monetary – Regeneron Science Talent Search School Award
- gg. Donation – Equipment – South Middle School

5. **FACILITIES MATTERS**

- a. Public Use of District Facilities

6. **FINANCE & OPERATIONS**

- a. Bids & Contracts
  - (1) Bid – Fire Sprinkler Systems & Fire Hydrants – Inspections & Repairs
  - (2) Bid – Nassau County Directors of Facilities Purchasing Consortium-Custodial Supplies 2018-2019
  - (3) Bid – Nassau County Directors of Facilities Purchasing Consortium-Green Products 2018-2019
  - (4) Contract – Health and Welfare Services
  - (5) Contract – Resource and Related Services Addendum
  - (6) Contract – Related Services – District of Location
  - (7) Contracts – Health and Welfare Services
- b. Outside Service Agreements
- c. Payment of Fees to Counsel – (1) December 2017, (2) January, (3) February 2018
- d. Electronic Submission of Reports to the Board Education:
  - (1) Monthly Treasurer’s Report – March 2018
  - (2) Monthly Budget Status Report for General, Capital, Debt Service, Lunch and Special Aid Funds – March 2018
  - (3) Revenue Status Report General Fund – March 2018
  - (4) Quarterly Budget Transfer Report – January thru March 2018
  - (5) Central Treasurer’s Quarterly Reconciliation – October thru December 2017

7. **STUDENT MATTERS**

- a. Committee on Special Education Recommendations
  - (1) School Year: 2017-2018
  - (2) School Year: 2018-2019
- b. Committee on Preschool Special Education Recommendations
  - (1) School Year: 2017-2018
  - (2) School Year: 2018-2019

8. **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

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

**NEXT MEETINGS:**

- |                          |   |
|--------------------------|---|
| Tuesday, May 15, 2018 -  | VOTING ON SCHOOL DISTRICT BUDGET – 7:00 a.m. to 10:00 p.m.<br>E. M. Baker Elementary, South High, Saddle Rock Elementary & Lakeville Elementary<br>10:30 p.m. – Public Action Meeting – Phipps Board Room – Report on Budget Vote |
| Monday, June 4, 2018-    | UPTC Reports followed by Public Action Meeting – 7:15 p.m. – South High School  |
| Monday, June 11, 2018 -  | SDM Reports to the Board of Education – 7:00 p.m. – South High School   |
| Monday, June 18, 2018 -  | Public Action Meeting – 8:00 p.m. – South High School, Year-End Recognitions  |
| Thursday, July 5, 2018 - | Organizational Meeting – Phipps Board Room - 8:00 p.m.  |

\*Some items may be appropriate for Executive Session.

**BOARD/ADMINISTRATIVE AFFAIRS**

[4.a]

**May 7, 2018**

**ANNUAL BUDGET HEARING**

**PRESENTATION**

The Board of Education holds the annual budget hearing as required by law.

[4.b]

May 7, 2018

**SUPERINTENDENT'S REPORT**

**Dr. Teresa Prendergast  
Superintendent of Schools**

May 7, 2018

**NON-DISCRIMINATION AND EQUAL OPPORTUNITY**

**INFORMATION**

Attached for Board of Education consideration is a revised policy: ***Equal Opportunity (0100)***. The revision addresses recent updates to the list of applicable legally protected classes, as well as new language reflecting the District's compliance with the United States Department of Education Office of Civil Rights' (OCR) standards regarding the accessibility of the District's website to persons with disabilities, in accordance with the Americans with Disabilities Act (ADA). In addition, upon advice of the New York State School Boards Association (NYSSBA), the policy has been retitled Non-Discrimination and Equal Opportunity. This revised policy is being submitted for the first of three readings. No Board action will be taken at this time.

## EQUAL OPPORTUNITY

The Board of Education affirms that discrimination, in any form, to any degree, and towards any individual or group, subverts the avowed aims of a free and democratic society.

Pursuant to various applicable Federal and State laws, the Board declares that the Great Neck Public Schools shall not discriminate on the basis of any arbitrary criteria or applicable legally protected classes, including, but not limited to: age, ancestry, color, creed, disability (mental or physical), domestic violence victim status, ethnic group, gender, predisposing genetic predisposition, marital status, national origin, parental status, race, religion, religious practice, sex (including pregnancy, childbirth or related medical condition), sexual orientation, use of a guide dog, hearing dog or service dog, or weight in the educational programs and activities of the District.

It will be the continuing policy of the District to ensure fair and equitable educational and employment opportunities for all of its students and staff. The Board will also encourage programs and activities related to this ideal.

Additionally, to fulfill the mission of the District website, which is to disseminate information about the educational programs, services, and activities of our district, and promote the accomplishments of our schools, students, and staff to the local and global educational community, we endeavor to adhere to accessible technology standards in order to effectively communicate and deliver online content that is in compliance with Section 504 and Title I of the Americans with Disabilities Act (ADA) and their implementing regulations. District Webmasters, led by the Technology Director, are responsible for creating ADA compliant Web pages and posting accessible content, including, but not limited to:

- Using alternate texts equivalent for images and photos;
- Posting searchable PDF documents;
- Adhering to ADA-compliant contrast ratios for text and backgrounds;
- Ensuring that embedded videos are posted with closed captioning for the hearing impaired;
- Avoiding the use of redundant links;

- Including a Notice to Individuals with Disabilities Disclaimer Footer on District and School home pages that communicates our commitment to an ADA-compliant Web site and seeks input from members of the public with disabilities or those with an interest in order to ensure Web site accessibility;
- Identifying and endeavoring to ameliorate other barriers to access; and
- Making other non-ADA compliant considerations when developing the District's website, including translation of Web pages into languages other than English.

The Board annually appoints an individual to act as the District's Title IX compliance officer for students and staff. The name, school address, and phone number of the Title IX officer is published in the annual ~~school~~ District calendar. Other compliance officers are also identified in the appropriate policies, including 9140.1 *Staff Complaints and Grievances* and 9350 *Staff Requests for Accommodations Under the Americans With Disabilities Act As Amended*.

***Great Neck Public Schools***

***Adopted: 01/26/09***

***Amended: 02/07/11 ; 04/21/15***

***Proposed Revision: 5/7/18***

May 7, 2018

**REPORTING CHILD ABUSE, NEGLECT  
AND MALTREATMENT**

**INFORMATION**

Attached for Board of Education consideration is a revised policy: ***Reporting Child Abuse, Neglect and Maltreatment (5460)***. The amendment addresses recent requirements of New York State Education Law §409-l and Commissioner of Education's regulations 100.2(nn) regarding posting the number for the Central Register and how to access the website of the NYS Office of Children and Family Services (OCFS). In accordance with Policy 2400 *Board Policy Development*, this revised policy is being submitted for one reading and possible adoption.



## REPORTING CHILD ABUSE, NEGLECT AND MALTREATMENT

### ***I. Rationale for Reporting:***

New York State Social Services Law §413, as amended on July 3, 2007 mandates that school personnel report all cases of suspected child abuse and maltreatment immediately to child protective services (CPS). This regulation emphasizes the urgency of school cooperation in investigations of suspected abuse and maltreatment, including permitting child protective services workers to examine pupil records, to interview allegedly abused and maltreated pupils, and to remove pupils from school into protective custody if potential danger to their welfare warrants such removal.

The purpose of the mandatory reporting statute is to identify suspected abused, neglected and maltreated children as soon as possible so that such children determined to be abused, neglected and maltreated can be protected from further harm and, where appropriate, can be offered services to assist their families. The intervention of child protective services cannot begin until a report is made. Consequently, as mandated reporters, school professionals officials play a critical role in preventing future abuse, neglect or maltreatment to a child. School professionals officials identified as mandated reporters include, but are not limited to:

- Administrator
- Athletic Coach (full time or part time)
- Guidance counselor
- Nurse
- Psychologist
- Social worker
- Teacher
- Any other school employee required to hold a license or certificate

### ***II. Penalties for Failure to Report:***

- A. Any person, official, or institution required by the law to report a case of suspected child abuse, neglect or maltreatment, who willfully fails to do so, may be guilty of a Class A misdemeanor. Furthermore, any person, official, or institution required by law to report a case of suspected child abuse, neglect or maltreatment who willfully fails to do so may be civilly liable for damages caused by the failure to report.
- B. In addition, a staff member who fails to follow the reporting requirements provided by this policy is subject to internal discipline, including possible dismissal, as provided by law.

### ***III. Immunity and Protection for the Reporter:***

- A. Any persons, officials or institutions who in good faith make a report of abuse, maltreatment or neglect, take photographs or X-rays, or who take a child into protective custody are immune from any civil or criminal liability (Social Services Law, §419) that might result from such actions. All persons, officials or institutions who are required to report suspected child abuse, neglect or maltreatment are presumed to have done so in good faith, as long as they were acting in the discharge of their official duties and within the scope of their employment, and so long as their actions did not result from willful misconduct or gross negligence.
- B. School districts are prohibited from taking any retaliatory action against an employee who believes there is reasonable cause to suspect that a child is an abused or maltreated child, and upon such reasonable belief makes a report.
- C. Neither schools nor individual school officials can impose any conditions (such as prior approval by or notification to a school administrator), upon a mandated reporter prior to the filing of a report.

### ***IV. Child Abuse, Neglect and Maltreatment Defined:***

- A. A child is considered to be "**abused**" if he/she is under 18 years old and his/her parent (or other person legally responsible for his/her care):
  - 1. inflicts physical injury or allows physical injury to be inflicted on the child (other than accidentally) which creates a substantial risk of death, serious or protracted disfigurement, protracted impairment of physical or emotional health, or protracted loss or impairment of the function of any bodily organ; or
  - 2. creates or allows to be created a substantial risk of physical injury (other than accidentally) which is likely to lead to any of the results described in subparagraph (1) above; or
  - 3. commits or allows a sex offense to be committed against the child; permits or encourages the child to engage in acts of prostitution; engages in incest with the child; or permits the child to engage in a sexual performance.
- B. A child is considered to be "**neglected**" or "**maltreated**" if he/she is under 18 years old, and:
  - 1. he/she has had serious physical injury inflicted upon him/her other than accidentally; or

2. his/her physical, mental or emotional condition has been impaired (or is in imminent danger of becoming impaired) because his/ her parent (or other person legally responsible for his/her care):

a) has failed to supply the child with adequate food, clothing, shelter or education in accordance with the compulsory education laws, or with medical dental, optometrical or surgical care, though financially able to do so or offered financial or other reasonable means to do so; or

b) has unreasonably inflicted harm or allowed harm to be inflicted (including through excessive corporal punishment, through misuse of drugs, through misuse of alcohol, or through similarly serious acts); or

c) has abandoned the child.

C. The terms "impairment of emotional health" and "impairment of mental or emotional condition" include but are not limited to, conditions such as failure to thrive, failure to control aggressive or self-destructive impulses, inability to think and reason, and acting out or misbehavior (e.g., incorrigibility, ungovernability or habitual truancy); provided, however, that such impairment must be clearly attributable to the failure of the parent or person legally responsible for the child to exercise a minimum degree of care toward the child.

D. "Person legally responsible" includes the child's custodian, guardian, or any other person responsible for the child's care at the relevant time. Custodian may include any person in the same household as the child, over the age of eighteen, whose conduct causes or contributes to the abuse or neglect of the child.

#### ***V. Staff Reporting Responsibilities:***

A. Any professional staff member who has reasonable cause to suspect that a child is abused, neglected or maltreated must report such suspicion immediately to the New York Central Register of Child Abuse and Maltreatment, and then immediately notify the school principal, superintendent, or his/her designee. The principal, superintendent or superintendent's designee then becomes responsible for all subsequent administration necessitated by the report. When physical abuse is suspected, the building nurse shall examine the child and make a written statement of the observation.

B. It is the responsibility of the building principal to determine if the abused, neglected or maltreated child is in need of immediate medical care or evaluation. If immediate medical treatment is required the principal must contact the school physician and the chief administrator in charge of pupil services.

C. The building principal will retain in his/her office all records of information concerning each case and shall also file timely reports of all significant developments in the matter with the chief administrator in charge of pupil services.

#### ***VI. Reporting Procedures:***

A. Reports of suspected child abuse or maltreatment shall be made immediately by telephone to: **1-800-635-1522**

The report should include the following information:

- Name and address of the child and his/her parents or other persons legally responsible for his/her care
- The child's age, sex and race
- The nature and extent of the child's injuries, suspected abuse, neglect or maltreatment--including any evidence of prior injuries, abuse, neglect or maltreatment of the child or his/her siblings.
- The name(s) of the person or persons alleged to be responsible for causing the injury, abuse neglect or maltreatment
- The family composition
- The name of the person making the report and where he/she can be reached.
- Any action taken by the reporting source including the taking of photographs and X-rays, removal of the child or notifying the Medical Examiner or Coroner
- Any additional information that may be helpful.

B. Within 48 hours after the oral report, a written report (5460-E) should be completed and submitted to the **Nassau County Department of Social Services Child Protective Services Registry, 101 County Seat Drive Mineola, NY 11501.**

C. The Office of the Superintendent and the office of the chief administrator in charge of pupil services should be notified of all cases of suspected child abuse, neglect or maltreatment.

D. School employees and officials shall not contact a child's family or any other person to determine the cause of the suspected child abuse or maltreatment. It is not the responsibility of the school employee or official to prove that a child has been abused or maltreated.

E. As required by state law and regulation, the District shall publicize the toll-free number for reporting child abuse and neglect to the **Central Register (1-800-342-3720)**, and directions for accessing the **NYS Office of Children and Family Services website** (<http://ocfs.ny.gov/main/cps/>), in multiple languages on the District Website. The District shall also make such information available in District and school administrative offices

***VII. Confidentiality of Reports:***

Reports of suspected child abuse, neglect or maltreatment are confidential and may only be made available to those individuals or groups specified by law. No record of suspected abuse, neglect or maltreatment shall be placed in the child's folder or health record. The principal and the chief administrator in charge of pupil services will retain in their offices all information relating to such reports.

***VIII. Access to School Records:***

Parental consent is not required for information disclosure in any situation where immediate knowledge is crucial to the welfare of the child, i.e. to protect the health and safety of the child or others.

***IX. Physical Examinations:***

Where the suspected child abuse, neglect or maltreatment is required to be reported, the School District may take photographs of visible trauma and, if medically indicated, have radiological examinations performed. Any photographs or X-rays taken should be submitted with the written report, or as soon as thereafter possible.

***X. Interviews on School Property:***

It may be necessary for the Child Protective Services caseworker to interview and obtain affidavits from pupils in school without the knowledge or permission of their parents or other persons of legal responsibility. Title VI of the Social Services Law allows for such interviews if the pupil's case is under official investigation by the Nassau County Department of Social Services and the investigator is a caseworker assigned for this purpose. The school principal or his/her designees (such as the school psychologist or social worker) shall assist the staff of the Child Protective Services to fulfill their responsibilities and shall be present during all interviews conducted on school property.

***XI. Protective Custody:***

If the Child Protective Services caseworker determines that a child's life or health is in imminent danger, the caseworker has the authority to take the child into protective custody without a court order or the consent of the child's parent(s) or legal guardian. Peace officers, police officers or other law enforcement officials are other agents who are empowered to place a child into protective custody. School employees and officials are not authorized to take a child into protective custody.

***XII. Court Orders:***

The New York Family Court Act contains detailed provisions and procedures for the short and long-term protection of abused, neglected and maltreated children. Under appropriate circumstances, the School District may ask Family Court for permission to initiate such proceedings.

***XIII. Reporting of Deaths:***

A person required to make reports of suspected abuse, maltreatment or neglect, as outlined above, and who has reasonable cause to believe that a child has died of abuse or maltreatment, shall so advise the Nassau County Medical Examiner.

***XIV. Child Abuse, Neglect and Maltreatment Training:***

A. It is required that all new certificated staff will have completed a two-hour course in the identification and reporting of child abuse.

B. This policy will be reviewed annually with the professional staff in each school building.

***Great Neck Public Schools***

***Adopted:06/20/94***

***Amended: 01/07/08; 6/15/15***

***Proposed Revision: 5/7/18***

May 7, 2018

**THE GREAT NECK PUBLIC SCHOOL DISTRICT FEDERAL SINGLE AUDIT  
REPORT, MANAGEMENT LETTER AND CORRECTIVE ACTION PLAN FOR THE  
PERIOD ENDING JUNE 30, 2017**

**INFORMATION**

Any year a public school district receives an amount of monetary from the Federal Government in excess of a certain dollar threshold must undergo a Federal Single Audit. Federal Single Audits require auditors to perform specific auditing procedures on the money received from the Federal Government according to Generally Accepted Governmental Auditing Standards (GAGAS).

The amount of Federal Aid the Great Neck Public School District receives is in excess of that threshold amount, and is subject to a Federal Single Audit. The Accounting Firm that performs that audit engagement is the same firm that performs the independent external audit of the District's financial operations, Cullen & Danowski LLP.

The Board of Education is required to accept the Audit Report, Management Letter, and the corrective action plan in response to the Management Letter and forward the same to the Federal Audit Clearing House. This resolution is necessary for the Great Neck School District to comply with the rules and regulations of the Federal Single Audit Requirements for the period ending June 30, 2017.

**RECOMMENDATION**

It is recommended that the Federal Single Audit Report, Management Letter and Corrective Action Plan for the year ending June 30, 2017 be accepted by the Board of Education.

May 7, 2018

**2018 BIENNIAL REVIEW**  
**OF DISTRICT-LEVEL SHARED DECISION MAKING PLAN**

**INFORMATION**

Section 100.11 of the Commissioner's Regulations requires local Boards of Education, in collaboration with their respective district committees to review biennially the district-level Shared Decision Making Plan and either revise or recertify the plan.

For this purpose, the District Committee has reviewed the District plan and made some typographical corrections. Attached is a copy of the revised plan.

**RECOMMENDATION**

It is recommended that the Board of Education certify the district-level Shared Decision Making Plan as amended by the District Committee.



# GREAT NECK PUBLIC SCHOOLS

## DISTRICT PLAN FOR SCHOOL-BASED PLANNING AND SHARED DECISION MAKING

### **Section 100.11 of the Commissioner's Regulations:**

*The purpose of school-based planning and shared decision making shall be to improve the educational performance of all students in the school, regardless of such factors as socioeconomic status, race, sex, language background, or disability.*

The Great Neck school community believes that students and their achievements are the sole reason that schools exist. They should pervade every decision, every action, and every moment in the school organization. The Compact for Learning sets forth a philosophy that such decisions and actions should be the product of shared decision making, because "no one part of the system can achieve satisfactory results without the cooperation of other parts of the whole."

Our district belongs to an increasingly complex society and an increasingly diverse community and as a result, our teams should make every effort to reflect that diversity. "Student achievement" is similarly complex and diverse. It is, therefore, essential that we listen to multiple voices as we identify goals and seek input from multiple sources in attempting to meet these goals. By doing so, we recognize the shared responsibility of all members of the school community for our students; we increase the commitment of all "parts of the whole" to the decisions that we make together in our effort to meet this responsibility.

**THE CHARGE:** In an effort to ensure broad participation in educational matters in all school districts in New York State, the Commissioner of Education established regulation 100.11, which was adopted by the Board of Regents. This regulation directs school districts to adopt a plan for the participation of parents, teachers, administrators and school board members in school-based planning and shared decision making.

**THE IMPLEMENTATION:** In order to develop a plan for school-based planning and shared decision making, the Board of Education is directed to appoint a committee whose responsibility it will be to present to the Board of Education its suggestion for a plan complying with the regulations. The original plan was developed and adopted by the Board of Education not later than February 1, 1994, as required by the State. The committee will then reconvene every two years to review and/or revise the plan before it is submitted to the Board for recertification.

**THE BIENNIAL COMMITTEE:** The committee must be composed of at least:

- the superintendent of schools
- administrators selected by the district's administrative bargaining organization
- teachers selected by the teachers' collective bargaining organization
- parents selected by school-related parent organizations

(Note: a parent who is employed by the district cannot represent parents on the committee.)

This is the minimum composition of the committee. The Board of Education may add members from any other group it deems appropriate.

In order to ensure broad representation in our district, the following membership is suggested:

- the superintendent of schools
- an administrator from each level of education
- a teacher from each school
- a parent from each school's PTO/PTSA and SEPTA
- a representative of UPTC
- a student from each high school
- a student from each middle school
- a member of the Board of Education

An updated list of district committee members should be prepared in the fall of each review year and submitted to the Board of Education for appointment.

It is suggested that parent members utilize the services of the UPTC Committee on Shared Decision Making as a training and informational resource for their service on the committee. Early each Fall, on a date designated on the school district calendar, a district-wide training session shall be held for the members of all building Shared Decision Making Committees.

**CHARGE BY THE BOARD TO THE BIENNIAL COMMITTEE:** Published material states: "provision for effective participation of parents, teachers, and administrators in school-based planning and decision making is the touchstone for the commissioner's approval. Within this parameter, there is substantial leeway." It has been suggested that practices that work should not be discarded. It is within the scope of the regulation for the Board of Education to ask the committee to consider making existing programs for school-based planning and shared decision making, in place for many years in Great Neck, the foundation for compliance with the Commissioner's regulations.

The committee should also review all shared decision making procedures that are followed in the district as a result of any current collective bargaining agreements. These must be incorporated into the district plan.

**RESPONSIBILITY OF THE BOARD OF EDUCATION:** After seeking endorsement of the plan from the committee, the Board of Education has the final responsibility and authority to adopt and amend the district plan.

**THE PLAN:** Under the regulation, the district plan must specify:

**A. The educational issues, which will be subject to cooperative planning and shared decision making at the building level;**

The educational issues which will be subject to cooperative planning and shared decision making at the building level include, **but are not limited to**, the following:

- |                                     |                               |
|-------------------------------------|-------------------------------|
| 1. Program evaluation               | 7. Assessment practices       |
| 2. Curriculum/Curricular activities | 8. Safety and security        |
| 3. Student life                     | 9. Technology                 |
| 4. Food services                    | 10. Home-school communication |
| 5. Facilities                       | 11. Environmental awareness   |
| 6. Building maintenance             | 12. Wellness                  |

The exceptions to the Shared Decision Making Committee prerogatives are teacher hiring and dismissal, tenure and salary decisions based on GNTA and SAGES contracts, and other areas established by contract (class size, staff evaluation, etc.) or by State regulations. Items regarding safety, security, or emergency procedures and notifications should be referred to the School Safety Committee for further study.

**B. The manner and extent of the expected involvement of all parties;**

1. Name - It was agreed that each school's committee would be named the Shared Decision Making Committee.
2. Selection - Each school will develop the selection process for its Shared Decision Making Committee members.
  - a. The selection process for Shared Decision Making Committee members will be publicized in writing to the entire school community each year.
  - b. GNTA will determine the method for selecting faculty at each school. A teacher who currently has a child in that building cannot represent teachers on that building committee.
  - c. The parent members of the PTO/PTSA will determine the method for selecting parents at each school. An effort will be made to represent special education. A parent who is an employee or officer of the district cannot represent parents on the committee.
  - d. The principal will determine the method for selecting administrators at each school.
  - e. The student government will determine the method for selecting students at each secondary school.
    - 1) At least three students will be on the Shared Decision Making Committees at each middle school, the grade level to be determined by the Committee.

- 2) North High School and South High School will have at least eight students on its Shared Decision Making Committee.
- 3) The Village School will have at least three students on its Shared Decision Making Committee.
- 4) At the elementary level each school is encouraged to find a way to involve students in a way that allows student voices to be considered.
- f. Immediate family members may not serve on the same Shared Decision Making Committee except when student siblings are democratically elected by the student body.
- g. The time of day for meetings will be left to individual schools. Each Shared Decision Making Committee should be sensitive to the needs of the entire school population.
- h. Observers from the school community may attend the Shared Decision Making Committee meetings and speak as non-voting participants.
  - \* "School community" is defined as the parents/guardians of students, students, teachers, administrators, and other employees of the district.
- i. Procedural conduct of the meetings will be at the discretion of each Shared Decision Making Committee.
3. Shared Decision Making Committee Chairs - It is recommended that a teacher and/or parent, not currently the PTA president, serve as chairperson(s) of the shared decision making committees.
4. The committee chairs shall ensure that each member of the committee receives a copy of this plan prior to the first meeting each year.
5. Decision Making
  - a. CONSENSUS SHALL BE USED AS THE PRIMARY MECHANISM FOR DECISION MAKING. (Consensus is a general agreement resulting from a systematic group decision-making process. This means that all participants support the decision, although one or more participants may have reservations, but the committee as a whole can "live with" the decision.)
  - b. If consensus cannot be reached, a school should choose to defer an issue to a subsequent meeting.
  - c. If, after reasonable efforts, the chairpersons and the committee agree that consensus cannot be reached, and in an effort to come to closure on the issue, each school may choose to take a vote on the issue.

- 1) Procedures for this eventuality should be determined at the beginning of the school year.
- 2) It was agreed to maintain voting parity between teachers and parents (and students on teams at the high school level). Each school may select any number of teachers and parents on the Shared Decision Making Committee. For purposes of voting, however, numerical parity will be maintained (e.g., if a committee has 20 parent members and 10 teacher members, each parent will receive 1/2 vote). The principal and/or his/her designee will have one vote representing administration.
- 3) Middle school students will have at least three votes. The value of middle school students' votes will be determined at the building level. Village School students will have at least one vote.

**C. The means and standards by which all parties shall evaluate improvement in student achievement;**

1. Each school's Shared Decision Making Committee will review and comment on each year's *New York State School Report Card*.
2. Each school's Shared Decision Making Committee will review and comment on all other grade-wide and school-wide measures of student achievement, including those not in the *New York State School Report Card*.

**D. The means by which all parties will be held accountable for the decision which they share in making;**

After approval by its members, every Shared Decision Making Committee will forward its annual Shared Decision Making Committee Report to the UPTC and the Board of Education. It will subsequently be made available to all interested parties. The report will address all areas deemed important enough in the school year to have been raised as building goals. It will include progress toward accomplishment of goals not yet realized.

**E. The process whereby disputes presented by the participating parties about the educational issues being decided upon will be resolved at the local level;**

1. The dispute resolution process agreed upon was that each Shared Decision Making Committee will "strive for consensus," as described above.
2. Voting and dispute resolution procedures will be publicized in writing to the entire school community.

3. It is suggested that any party aggrieved by the actions of a school's Shared Decision Making Committee may bring in writing her/his grievances to the Board of Education only after requesting reconsideration by the Committee.

**F. The manner in which all State and Federal requirements for the involvement of parents in planning and decision making will be coordinated with and met by the overall plan.**

Current or subsequent parental involvement required by State or Federal planning and decision making pursuant to Federal grants or programs will continue to function through the District's current UPTC and PTO/PTSA participation. When required by State and Federal requirements and not a UPTC or PTO/PTSA issue for involvement, the school-based Shared Decision Making Committees will be made aware of any required committees.

Adopted: 1/10/94

Amended: 9/11/95; 2/9/98; 1/24/00; 1/07/02; 2/09/04; 3/6/06; 3/10/08; 4/20/10; 3/26/12, 6/16/14, 6/1/16; 5/7/18

**May 7, 2018**

**Proposed Schedule of 2018-19 Board of Education Meetings**

**INFORMATION**

The following is a proposed schedule of regular business and budget meetings for the 2018-2019 school year.

<u>Date</u>	<u>Meeting Type</u>	<u>Time</u>	<u>Location</u>
<b><u>JULY</u></b>			
Thursday, July 5, 2018	Organizational Meeting	8:00 p.m.	Phipps
<b><u>AUGUST</u></b>			
Tuesday, August 28, 2018	Limited Public Action Meeting	8:00 p.m.	Phipps
<b><u>SEPTEMBER</u></b>			
Thursday, September 20, 2018	Public Action Meeting	8:30 p.m.	South High
<b><u>OCTOBER</u></b>			
Monday, October 15, 2018	UPTC/PTA Presidents Meeting	6:00 p.m.	Phipps
Thursday, October 18, 2018	Public Action Meeting	8:30 p.m.	J.F. Kennedy
Monday, October 29, 2018	Principals Meeting	6:00 p.m.	Phipps
<b><u>NOVEMBER</u></b>			
Thursday, November 15, 2018	Administrators Meeting	6:00 p.m.	Phipps
Thursday, November 29, 2018	Public Action Meeting	8:30 p.m.	Parkville
<b><u>DECEMBER</u></b>			
Thursday, December 6, 2018	Assistant Principals Meeting	6:00 p.m.	Phipps
Monday, December 10, 2018	GNTA Executive Board Meeting	6:00 p.m.	Phipps
Monday, December 17, 2018	Public Action Meeting	8:30 p.m.	Saddle Rock
<b><u>JANUARY</u></b>			
Monday, January 7, 2019	HS Student Leaders Meeting	6:00 p.m.	Phipps
Thursday, January 10, 2019	Public Action Meeting	8:30 p.m.	E.M. Baker
Monday, January 28, 2019	GNTA/SAGES/UPTC Budget Meeting followed by Public Action Meeting	7:30 p.m.	Phipps
<b><u>FEBRUARY</u></b>			
Monday, February 4, 2019	Snow date, if needed	6:00 p.m.	Phipps
Monday, February 11, 2019	Student Recognition, Village School followed by Public Action Meeting	8:00 p.m.	Cumberland
Thursday, February 28, 2019	Snow Date, if needed	6:00 p.m.	Phipps

**MARCH**

Monday, March 11, 2019	Student Recognition, North High followed by 1 <sup>st</sup> Informal Budget Hearing and Public Action Meeting	7:30 p.m.	North High
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Saturday, March 23, 2019	Budget Meeting	9:30 a.m.	South High
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**APRIL**

Monday, April 1, 2019	Student Recognition, South High followed by 2 <sup>nd</sup> Informal Budget Hearing & Public Action Meeting	7:30 p.m.	South High
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Tuesday, April 16, 2019	Student Recognition, North Middle followed Official Public Hearing & Adoption of Budget & Public Action Meeting (required BOCES Budget Vote)	7:30 p.m.	North Middle
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**MAY**

Monday, May 13, 2019	Student Recognition, South Middle followed by Public Action Meeting & Annual Budget Hearing	7:30 p.m.	South Middle
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Tuesday, May 21, 2019	Budget Vote	10:30 p.m.	Phipps
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**JUNE**

Monday, June 3, 2019	UPTC Committee Reports followed by Public Action Meeting	7:15 p.m.	South High
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Tuesday, June 11, 2019	BOE/UPTC SDMC Report Meeting	7:00 p.m.	South High
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Thursday, June 20, 2019	Year-End Recognitions	8:00 p.m.	South High
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**JULY**

Monday, July 1, 2019	Organizational Meeting	8:00 p.m.	Phipps
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**RECOMMENDATION**

It is recommended that the Board of Education approve the proposed schedule of regular business and budget meetings for the 2018-19 school year.



May 7, 2018

**RESOLUTION REGARDING A REVISED MEMORANDUM OF AGREEMENT BETWEEN  
THE BOARD OF EDUCATION OF THE GREAT NECK PUBLIC SCHOOLS  
AND THE GREAT NECK TEACHERS ASSOCIATION**

**BE IT RESOLVED** that the Board of Education of the Great Neck Union Free School District hereby approve the terms and conditions of the revised Memorandum of Agreement (attached) between the school district and the Great Neck Teachers Association regarding the accumulation of inservice education for salary credit.

**BE IT HEREBY RESOLVED** that the Superintendent be authorized to execute said Agreement on behalf of the Board of Education.

**MEMORANDUM OF AGREEMENT  
BETWEEN THE GREAT NECK PUBLIC SCHOOLS  
AND THE GREAT NECK TEACHERS ASSOCIATION  
REVISED**

This will confirm that the Great Neck Union Free School District ("District") and the Great Neck Teachers Association ("GNTA") agree to modify the terms of the 2015-19 collective bargaining agreement between the Board of Education and the GNTA as follows:

1. When considering the accumulation of inservice education for salary credit, the school year is erroneously indicated in the collective bargaining agreement as July 1-June 30. It should be defined as September 1 – August 31.
2. Since this error is due to no fault of the GNTA members, the District agrees to honor inservice education submitted for salary credit that fall under the designation of July 1-June 30. This exception will apply to the following salary credit submissions: September 1, 2017, February 1, 2018, September 1, 2018 and February 1, 2019.
3. Effective September 1, 2019 of the 2019-20 school year and going forward, GNTA agrees to follow the guidelines that have consistently applied in the past for the accumulation of inservice education for salary credit: fall/spring/summer semesters, September 1 – August 31.
4. Accordingly, Article 27 ("Inservice Institute"), section B.2 shall be modified to read September 1 – August 31 (vs. July 1 – June 30).
5. The above constitutes the full and complete agreement between the parties with respect to this matter.

Signed: Teresa Prendergast Date: 5/2, 2018  
Teresa Prendergast, Superintendent of Schools

Signed: J.P. Daszinski Date: 5/1, 2018  
James Daszinski, President of Great Neck Teachers Association

Approved: Great Neck Board of Education at their meeting of \_\_\_\_\_.  
Attestation:

\_\_\_\_\_  
Jacqueline Lizza, District Clerk

May 7, 2018

**TRAFFIC STUDY**

**NORTH HIGH & NORTH MIDDLE SCHOOLS & VICINITY**

**INFORMATION**

On March 23, 2018, on behalf of the Great Neck Public School District, the District's Architectural and Engineering Firm, Burton Behrendt Smith (BBS) issued a Request for Proposals (RFP) for firms to perform traffic and parking studies in the vicinity of North High School and North Middle School. A number of RFP's were sent out and two firms responded with the following fees:

Nelson & Pope	\$ 8,700
R & M Engineering	\$23,980

**RECOMMENDATION**

It is recommended that the firm Nelson & Pope be selected to perform the traffic and parking study for a fee of \$8,700.

May 7, 2018

**2017-2018 BUDGET AMENDMENT**

**INFORMATION**

The Great Neck Public School District is the recipient of two payments of Miscellaneous State (Bullet) Aid from the District's two members of the New York State Legislature: Assemblyman Anthony Dusro and Senator Elaine Phillips. The District would like to make equipment purchases with these funds. Equipment is classified as a non contingent expenditure. A non contingent expenditure cannot be increased by a budget transfer. It can only be increased by a budget amendment after the budget has been approved by the public. In order to purchase and correctly account for the equipment being purchased with these funds, the District's 2017-2018 budget must be amended or increased by the receipt of this unbudgeted money.

**RECOMMENDATION**

It is recommended that the following budget codes be increased by the receipt of two separate payments of miscellaneous State (Bullet) Aid:

**Expenditures**

A2110-2001-096-000 - Instructional Equipment New - \$35,000

**Revenues**

A3289 - State Aid Other - \$35,000

May 7, 2018

**SCOPE CHILD CARE PROGRAM**

**INFORMATION**

The contract to be approved on this agenda represents the working agreement that has been developed with SCOPE Educational Services to continue to offer after school child care services to students in prekindergarten through grade six. The terms of the contract remain the same as 2017-2018.

**RECOMMENDATION**

It is recommended that the Board of Education approve the one year contract with SCOPE for the 2018-2019 school year.

May 7, 2018

**APPOINTMENT OF CHIEF INSPECTORS, SENIOR CLERKS,  
INSPECTORS OF ELECTION, CLERKS AND REGISTRARS**

Pursuant to the provisions of Section 2025 of the Education Law, it is recommended that the Board of Education appoint the following individuals to serve in the capacities indicated at the May 15, 2018 Annual District Meeting:

**CHIEF INSPECTORS**

District #1	Donna Leone
District #2	Susan Garfinkel
District #3	Barbara Lenahan
District #4	Ryan Franzese

**SENIOR CLERKS**

District #1	Joanne Uellendahl
District #2	Allison Franzese
District #3	Anna Maria Reda
District #4	Allison Azzara

**INSPECTORS OF ELECTION, CLERKS, REGISTRARS**

This year all inspectors, clerks, and registrars will be Great Neck School employees. Those individuals have been appointed through the Personnel Section of the May 7, 2018 Board Meeting.

It is further recommended 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.