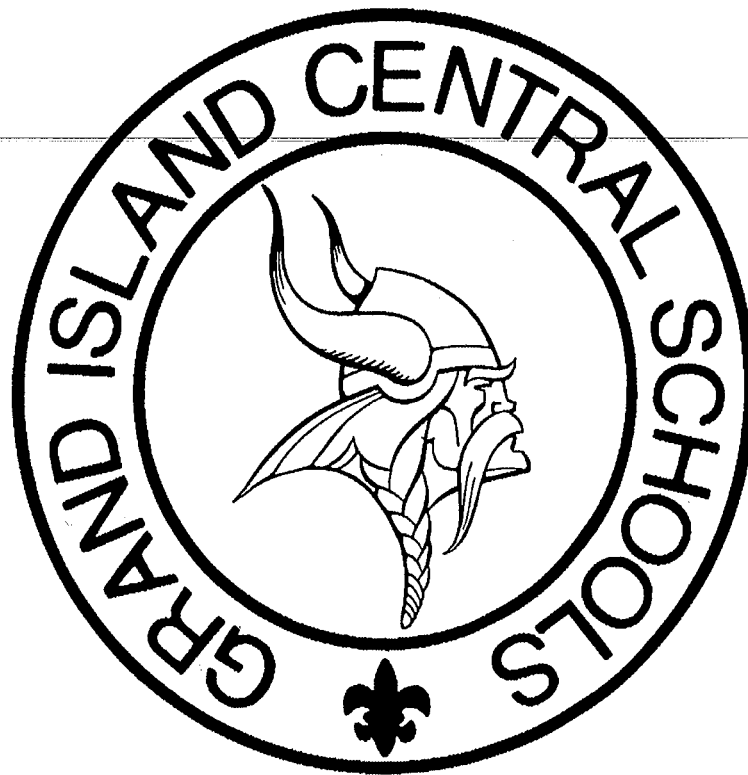




Board of Education Meeting

October 10, 2017

III. Approval of Agenda – 10/10/17

Recommendation/Summary

Approval of the Agenda for 10/10/17

The night's agenda will need your approval.

**Grand Island Central School District
Board of Education
Special Location – Huth Rd. Elementary
Special Day – TUESDAY 10/10/17
6:30 pm Building Presentation
7:00pm Anticipated Executive Session
7:30pm Regular Meeting**

Agenda – October 10, 2017

REGULAR BOARD MEETING AGENDA		TYPE
I. PUBLIC SESSION CALL TO ORDER		
1. Pledge of Allegiance – Huth Students		Action
2. Roll Call		
3. Announcements		
II. ADJOURN TO EXECUTIVE SESSION -		
Moved by _____ that the Board recess to conduct an Executive Session at ____pm on matters indicated below. This motion is duly seconded by _____ and carried _____.		Action
For the purpose of:		
1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;		
2. Collective negotiations pursuant to Article 14 of the Civil Service Law;		
Moved by _____, seconded by _____ voted upon and carried _____ that the Board come out of Executive Session at _____pm.		
III. APPROVAL OF AGENDA		
Moved by _____, seconded by _____ voted upon and carried _____ that the Board approve the meeting agenda.		Action
IV. APPROVAL OF MINUTES		
1. BOE Meeting Minutes and Executive Session – 9/25/17		Action
Moved by _____, seconded by _____ voted upon and carried _____ that the Board approve the above-mentioned meeting minutes.		
V. STUDENT AMBASSADORS		
1. Middle School – Mya Genovese		
2. High School – Arthur Meaney IV		Information
CORRESPONDENCE/RECOGNITION/GOOD NEWS		
VI.		
1. <u>Regent Catherine Collins Honoring to Mary Howard</u> , finalist for New York State Teacher of the Year.		

Information

VII. PUBLIC COMMENT SESSION - AGENDA ITEMS ONLY

At this time, public comments are invited from those individuals who desire to address the Board of Education on any topic which is on the agenda. Residents who have previously signed up to speak will be recognized by the President. When speaking, please identify yourself first. Speak clearly and loudly enough for everyone in the room to hear you. Speakers are requested to limit their remarks **TO NOT MORE THAN THREE (3) MINUTES**; to appoint a spokesperson if a concern is a group concern and, if necessary or desired, to supplement verbal presentations with written reports. Personal comments toward a member of the community, staff or Board of Education will not be considered appropriate.

VIII. CURRICULUM AND INSTRUCTION

- C1. Update on NYS Assessments
- C2. Summer School Report 2017
- C3. BOE Policy Review Committee Meeting Announcement
- C4. BOE Policy on Field Trips: First Read of Update

Information

IX. PERSONNEL

PERSONNEL - INSTRUCTIONAL

- PI1. Resignations
- PI2. Request for Leave of Absence
- PI3. Appointments
- PI4. Tenure Appointments
- PI5. Substitute Teacher List

Action

Moved by _____, seconded by _____ voted upon and carried _____ that the Board approve the instructional personnel sections PI1 through PI5.

PERSONNEL - NON-INSTRUCTIONAL

- PNI1. Leave of Absence Request
- PNI2. Appointments
- PNI3. Abolishment of Position

Action

Moved by _____, seconded by _____ voted upon and carried _____ that the Board approve the non-instructional personnel section PNI1 thru PNI3.

X. FINANCE

- F1. Financial Reports
 - Appropriation Status Report
 - Check Warrants
 - Treasurer's Report
 - Revenue Status Report
- F2. Obsolete equipment
- F3. External Auditor Report

Information

Action

Moved by _____, seconded by _____ voted upon and carried _____ that the Board approve the Finance items F2 and F3.

F4. Contract Extension – School Related Personnel

Moved by _____, seconded by _____ voted upon and carried _____ that the Board approve the Finance sections F4.

Action

XI. SPECIAL EDUCATION AND PUPIL PERSONNEL

- PPS1. Athletic/Extracurricular Code of Conduct
- PPS2. Committee on Pre-School Special Education Report
- PPS3. Committee on Special Education Report
- PPS4. Code of Conduct – Final Read, action requested 10/10/17

**Information
Action**

Moved by _____, seconded by _____ voted upon and carried _____ that the Board approve the Special Education and Pupil Personnel Items.

XII. SUPERINTENDENT'S REPORT

- SR1. Wrestling Field Trip

Action

XIII. BOARD OF EDUCATION REPORT

Information

XIV. PUBLIC COMMENT SESSION - GENERAL ITEMS NOT INCLUDED IN THIS AGENDA

At this time, public comments are invited from those individuals who desire to address the Board of Education on any topic which is not on the agenda. Residents who have previously signed up to speak will be recognized by the President. When speaking, please identify yourself first. Speak clearly and loudly enough for everyone in the room to hear you. Speakers are requested to limit their remarks **TO NOT MORE THAN THREE (3) MINUTES**; to appoint a spokesperson if a concern is a group concern and, if necessary or desired, to supplement verbal presentations with written reports. Personal comments toward a member of the community, staff or Board of Education will not be considered appropriate.

XV. COMMITTEE OF THE WHOLE/ITEMS OF INFORMATION/ROUNDTABLE

- 1. Roundtable
- 2. Upcoming Events –

Information

October 12-14, 2017: 98th NYSSBA Annual Convention & Expo (Lake Placid)
October 23, 2017: Meeting w/Kaegebein Building Admin/BOE Meeting
October 30, 2017: Joint Meeting with the Town Board (6:30 p.m. at Town Hall)
November 7, 2017: Superintendent's Conference Day – No School for Students
November 10, 2017: Veterans Day (Observed) – SCHOOL CLOSED

XVI. ADJOURN REGULAR BOARD MEETING

Moved by _____, seconded by _____ voted upon and carried _____ that the Board adjourn at _____ pm.

Action

IV. Approval of Minutes – 9/25/17

Recommendation/Summary

Approval of the Minutes

1. The Minutes from the 9/25/17 meeting will need your approval.

**Grand Island Central School District
Board of Education
High School Professional Development Room
Regular Meeting Minutes
September 25, 2017**

A meeting of the Board of Education of the Grand Island Central School District was held on September 25, 2017 at 1100 Ransom Road, Grand Island, New York. After the completion of Executive Session, the Board conducted the regular meeting.

Mrs. Tomkins called the regular meeting to order at 6:55 pm.

6:55 pm: Moved by Mrs. Tomkins, seconded by Mrs. Marston, voted upon and carried 4-0 that the Board immediately go into Executive Session for the purposes of discussing:

1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
2. Collective negotiations pursuant to Article 14 of the Civil Service Law;

6:55 pm Dr. Graham entered

6:55 pm Rob McDow entered

6:55 pm Jeffery Richards entered

7:15 pm Mr. McDow and Mr. Richards left Executive Session

7:20 pm Ms. LaMarca entered

7:32 pm: Moved by Mrs. Tomkins, seconded by Mrs. Marston, voted upon and carried 5-0 that the Board exit Executive Session.

7:40 pm: Mrs. Pyc called the regular meeting to order.

Board Members Present

President:	Mrs. Lisa Pyc
Vice President:	Mrs. Donna Tomkins
Trustee:	Mrs. Susan Marston
Trustee:	Mrs. Ashli Dreher
Trustee:	Mrs. Joy LaMarca
Trustee:	Mr. Glenn Bobeck
Trustee:	Mr. Richard D'Agostino (Excused)

Administrators Present

Superintendent of Schools:	Dr. Brian Graham
Director of HR and Staff Development:	Mr. Jeffery Richards
Director of Pupil Services:	Ms. Cheryl Cardone
Technology Director:	Mrs. Robin Kwiatek
Principal (Kaegebein):	Mrs. Mary Haggerty
Principal (Sidway):	Mrs. Denise Dunbar
Principal (Middle School):	Mr. John Fitzpatrick
Principal (High School):	Mr. Michael Lauria
Assistant Principal (High School):	Mrs. Karen Surdyke
Assistant Principal (High School):	Mr. Robert Julian
Assistant Principal (Middle School):	Mr. Max Pikula

PLEDGE OF ALLEGIANCE:

Students from Sidway, led us in the Pledge:

Colton Wilkinson; Addison Wilkinson; Jacob Zulawski

APPROVAL OF AGENDA

Moved by Mrs. Tomkins, seconded by Mrs. Marston voted upon and carried 6-0 that the Board approve the meeting agenda.

BOE Meeting Minutes and Executive Session – 9/11/17

BOE Reorganization Minutes – 9/11/17

APPROVAL OF MINUTES

Moved by Mrs. Tomkins, seconded by Mrs. Marston voted upon and carried 6-0 that the Board approve the above mentioned meeting minutes.

CORRESPONDENCE/GOOD NEWS

Mrs. Pyc shared the following Good News:

1. Fayez Abdelal Memorial Scholarship Fundraiser – Dick and Jenny's, 10/11/17
2. New York State Public High School Athletic Association Recognition: Letter from Timm Slade, Executive Director of Section VI, NYSPHSAA, to Dr. Graham congratulating the Section VI Class C Boys Lacrosse for winning the title for the Spring 2017 season.
3. Lori Sosenko our Community Relations Specialist won the Award of Honor for Excellence in Writing based upon her article Transforming a Classroom into a Multi-Sensory Learning Space.

PUBLIC COMMENT SECTION

No one signed up for the Voice of the People.

CURRICULUM

C1. NONE

PERSONNEL**PERSONNEL – Instructional****PI1 RESIGNATION**

Recommended Action: Acceptance of the following instructional resignation(s):

- a) Alexa Lucarelli, from a building based substitute (Middle School) position, effective September 15, 2017.

PI2 APPOINTMENTS

Recommended Action: Approval of the following instructional appointments:

a)

Name: Alexa Lucarelli
Residence: Grand Island
Type of Appointment: Short Term Substitute
Tenure Area: Teaching Assistant
Current School Placement: Middle School
Effective Date: September 18, 2017
Ending Date: June 22, 2018
Certification Status: NYS Initial, Childhood Ed 1-6 eff. 1/24/17
Salary: TA-1, \$24,014 pro rata
Additional information (not part of Board action): Ms. Lucarelli replaces Lisa Alberalla who resigned. [17 apps, 0 GI grads]

b)

Name: Dawn VeRost
Residence: Grand Island
Type of Appointment: Teaching Assistant
Tenure Area: Teaching Assistant
Current School Placement: Huth Road
Effective Date: September 5, 2017
Ending Date: on or about January 26, 2018
Certification Status: NYS Initial, SWD 1-6 pending
Salary: TA-1, \$24,014 pro rata
Additional information (not part of Board action): Ms. VeRost replaces Rhonda Taylor who is filling in for Julie Neville. [18 apps, 1 GI grads]

b) EXTRACURRICULAR/SPORTS

Activity	Bldg	Employee	Level	Stipend
Student Council Asst	HS	Caitlyn O'Rourke	0.035	1,477.46
Musical Orchestra Director	HS	Martin Allen	.015	633.20
SADD (co)	HS	Rob Simpson	.015	633.20
Early Act (co)	Huth	Jeanne Percival	.01	422.13

Boys Varsity Basketball	Ron Krysztof	B-6	\$5,572
Boys JV Basketball	Chris Simpson	C-19	\$4,559
Modified Boys Basketball	TBA	A-1	\$2,702
Girls Varsity Basketball	Kristen Wegrzyn	A-1	\$5,066
Girls JV Basketball	Tracy Poole	C-8	\$4,559
Girls Modified Basketball	Arthur Meaney	C-24	\$3,377
Head Wrestling	Craig Hoplight	C-9	\$6,079
Assistant Wrestling	Steve Liebler	B-4	\$3,884
Modified Wrestling	Henry Carney	C-20	\$3,377
Boys Head Swimming	Joe Menter	C-8	\$6,079

Boys Asst Swimming	Phil Ciralo	C-13	\$4,264
Boys & Girls Indoor Track	Jason Bibler	C-11	\$4,812
B/G Asst Indoor Track	TBA	A-1	\$3,419
G & B Bowling	Craig Davis	C-14	\$4,306
Ice Hockey Head	Don Pray	C-10	\$4,812
Ice Hockey Asst	Bob Simpson	C-7	\$4,095
Head Cheerleading	Brittany Stauffer	B-6	\$4,179
Asst Cheerleading	Amanda Paveljack	B-6	\$2,617
Head Girls Hockey	Jeff Orlowski	3	No pay
Basketball	Jennifer Chowske	volunteer	
Basketball	Jim Sionko	volunteer	
Basketball	Dan Sweeney	volunteer	
Hockey	Kurt Lawley	volunteer	
Wrestling	Max Tafelski	volunteer	
Wrestling	Anthony Zogaria	volunteer	
Bowling	Paul Krull	volunteer	

c) PEER COACHES

Mentor	Building	Mentee	Subject Area	Stipend
Gaeta, Christine	HS	Kaitlyn Valint	Special Ed	\$2205.62
Thompson, Paul	HS	Emily Mawer	Technology	\$2205.62
Seibert, Maria	Kaeg	Paige Rockwood	Special Ed	\$2205.62
Stang, Lauren	Huth	Mary Galuski	School Psych	\$2205.62
Shores, Tracy	MS	Seena Salleh	Special Ed	\$2205.62

PI3 SUBSTITUTE TEACHER LIST

Recommended Action: Approval of the following modifications to the 2017-2018 substitute teacher list:

Additions:

Name	Address	Certification
Edwards, Todd	Niagara Falls	Not Certified
Scoccia, Aaron	Amherst	Music

Removals:

Name	Address	Certification
Cushing, Harold	Grand Island	Teaching Assistant
Fleming, Erica	N. Tonawanda	Not certified
Mick, Amber	Niagara Falls	Childhood Ed
Surdyk, Nicole	Hamburg	Childhood Ed

Moved by Mrs. Tomkins, seconded by Mrs. Marston voted upon and carried 6-0 that the Board approve the above Personnel – Instructional Items.

PERSONNEL – Non-Instructional

PNI1 RESIGNATIONS

- a) Melisse Weiser – Food Service Helper, submitted her letter of resignation effective September 7, 2017 for Retirement purposes. Employed with the district since September 4, 1996.

PNI2 APPOINTMENTS

Recommended Action: Approval of the following non-instructional appointments:

a)

NAME:	Sheila Elandt
ASSIGNMENT:	FSH - Kaegebein
EFFECTIVE:	9/26/17
BEGINNING DATE:	9/5/17
SALARY:	\$11.57
ADDITIONAL INFORMATION:	Current FSH @ HS. Increase in hours (4 applicants 1 GI Resident. Probationary Period 9/5/17-3/5/18.

b)

NAME:	Lorrie Bowser
ASSIGNMENT:	Payroll Clerk - DO
EFFECTIVE:	9/26/17
BEGINNING DATE:	10/2/17
SALARY:	\$19.41
ADDITIONAL INFORMATION:	5 Applicants (No GI residents) Probationary period 10/2/17-4/2/18

c)

NAME:	Tonya Wright
ASSIGNMENT:	Temp. Sr. Library Clerk-Kaegebein
EFFECTIVE:	9/26/17
BEGINNING DATE:	9/26/17
SALARY:	\$16.79
ADDITIONAL INFORMATION:	Current Temp in District – GI Resident

PNI3 SUBSTITUTE LIST

Recommended Action: Approval of the following additions/deletions to the non-instructional substitute list:

Additions: -Amber Moss, Substitute Teacher Aide, Hall Monitor and Clerical
-Kathleen Zienlinski, Substitute Teacher Aide, Hall Monitor and Clerical

Deletions: -Julie Krueger, Substitute Monitor, Teacher Aide
-Colton Deuser, Substitute Food Service Helper

Moved by Ms. Dreher, seconded by Mrs. Marston voted upon and carried 6-0 that the Board approve the above Personnel – Non-Instructional Items.

FINANCE

F1. Mr. McDow presented the following financial reports as informational items:

- Appropriation Status Report
- NYSIR Newsletter – Hard copy included in packet

F2. Obsolete Equipment

Moved by Mrs. Tomkins, seconded by Mrs. Marston, voted upon and carried 6-0 that the Board approve Finance Item F2.

SPECIAL EDUCATION AND PUPIL PERSONNEL

PPS1. Committee on Special Education Report

PPS2. Ms. Cardone presented the First Read of the proposed edits for the Code of Conduct

PPS3. Ms. Cardone presented the Code of Conduct Summary for the Fall version of the Bridge

Mr. Richards will send color copies of both the proposed edits and the summary to the Board Members this week.

Moved by Mrs. Marston, seconded by Mrs. Tomkins voted upon and carried 6-0 that the Board approve the Special Education and Pupil Personnel Item PPS1.

SUPERINTENDENT'S REPORT

SR1. Draft of RFP for Strategic Planning – Dr. Graham shared the draft RFP and will post it publically on October 1; November 1 will be the due date; December 1 a committee should have arrived at a decision on the vendor; Dr. Graham also asked for interested BOE members to participate in the Strategic Planning Committee;

SR2. 2018 Music Performance Tour – Dr. Graham presented the updated itinerary for the Spring field trip.

Moved by Mr. Bobeck, seconded by Mrs. Tomkins voted upon and carried 6-0 that the Board approve the Superintendent Report Item SR2.

BOARD OF EDUCATION REPORT

Mrs. Pyc Shared the following:

- BOE1. Board of Education Liaison Guidelines and Liaison Report, Meeting Times; Mr. Richards will send a packet of the above items to each Board Member this week.
- BOE2. Discussion of BOE conference protocols: Mrs. Pyc reminded Board Members of the suggestion at a recent NYSSBA meeting of ensuring attendance at conferences and of notifying an alternate if needed.
- BOE3. NYSSBA Conference Resolutions – packet included Mr. Bobeck and Ms. Dreher will be attending this year's conference in Lake Placid in October.

PUBLIC COMMENT SECTION – Matters not on the night's agenda:
NONE

ROUNDTABLE

- Ms. Dreher – attended the Kaegebein PTA Meeting; they are planning Spirit week for October 2; March 16th is the likely date of Family Fun Night; 5th Grade Graduation ceremony is tentatively planned for Monday June 18th in afternoon
- Mr. McDow – asked for volunteers for the Audit Committee and the Food Service Committee; A meeting with the architects will be set up shortly to start planning next capital project;
- BG – Thanked Mrs. Dunbar for tonight's presentation on the successes of the Reading Recovery Program in Sidway; He thanked Mr. Fitzpatrick and the Middle School for their efforts in raising monies raised for victims of hurricanes – 457.00 will be donated to the Red Cross, pizza pop and candy; He appealed to the community to continue to be supporters of public education, be active in advocating to your local representatives as it relates to advocacy for Medicaid reimbursement in light of the potential federal cuts.
- Mrs. Pyc – shared the upcoming events
 - October 9, 2017: SCHOOL CLOSED – Observance of Columbus Day
 - October 10, 2017: (Tuesday) Meeting w/Huth Road Building Admin/BOE Meeting
 - October 12-14, 2017: 98th NYSSBA Annual Convention & Expo (Lake Placid)
 - October 23, 2017: Meeting w/Kaegebein Building Admin/BOE Meeting
 - October 30, 2017: Joint Meeting with the Town Board (time and location tbd)
- Mrs. Pyc also inquired as to the location of the upcoming Joint Meeting with the Town; Mr. Bobeck requested the format and agenda items as well.

Moved by Ms. Dreher, seconded by Mrs. Tomkins voted upon and carried 6-0 that the Board adjourn the Regular Meeting at 8:03 pm.

8:03 pm: Moved by Mrs. Tomkins, seconded by Mrs. Marston, voted upon and carried 5-1 that the Board enter Executive Session.

Mrs. Pyc excused herself

Moved by Mrs. Marston, seconded by Mrs. LaMarca voted upon and carried 5-0 that the Board adjourn the Regular Meeting at 9:10 pm.

Respectfully submitted,

Jeffery D. Richards
Interim District Clerk

V. Student Ambassadors

Recommendation/Summary

Students from the MS and HS will share upcoming events

1. Middle School Ambassador – Mya Genovese
2. High School Ambassador – Rosemarie Boyko

VI. Correspondence, Recognition, Good News

Recommendation/Summary

Correspondence/Recognition/Good News/Presentation

1. Regent Catherine Collins Presentation to Mary Howard, finalist for New York State Teacher of the Year.

3.

VII. Public Comment Section

Recommendation/Summary

Public Comment Section

PUBLIC COMMENT SESSION - AGENDA ITEMS ONLY

(The sign-up is put out with the agenda; those interested will sign-up before the meeting.)

- At this time, public comments are invited from those individuals who desire to address the Board of Education on any topic which is on the agenda.
- Residents who have previously signed up to speak will be recognized by the President.
- When speaking, please identify yourself first.
- Speak clearly and loudly enough for everyone in the room to hear you.
- Speakers are requested to limit their remarks **TO NOT MORE THAN THREE (3) MINUTES**; to appoint a spokesperson if a concern is a group concern and, if necessary or desired, to supplement verbal presentations with written reports.
- Personal comments toward a member of the community, staff or Board of Education will not be considered appropriate.

VIII. Curriculum and Instruction

Recommendation/Summary

Curriculum and Instruction:

- C1. Update on NYS Assessments - Information
- C2. Summer School Report 2017 - Information
- C3. BOE Policy Review Committee Meeting Announcement - Information
- C4. BOE Policy on Field Trips: First Read of Update – Information



Grand Island Central School District Board of Education Meeting Coversheet

Meeting Date: October 10, 2017

Agenda Item: NY State Education Department ELA and Mathematics Grades 3-8
Assessment revision

Board Action
Required: ☐

For Information Only: ☒

Detail: The State Education Department, during the summer, revisited the approved
NYS Elementary- and Intermediate-level Testing Schedule that had been
published for the spring of 2018.

NYSED has moved to reduce the number of days dedicated to the grades 3-
8 testing from three days to two days for each assessment, annually.
According the published memo from the State Education Department, school
districts have been given the opportunity to determine which of the three
days that were previously identified for testing, would be dedicated to the two
"new" days of testing.

After discussion with the three GICSD principals involved in these
assessments, the following recommendations have been made:

Grades 3 & 4, and grades 6-8 (ELA) on Wednesday/Thursday; grade 5 on
Thursday/Friday

Grades 3 & 4, and grades 6-8 (Mathematics) on Tuesday/Wednesday; grade
5 on Wednesday/Thursday

This staggering of the NYS Assessments at the elementary level is intended
to help to relieve the challenge of finding location and support personnel
needed conditions conducive for students during this time.

In the near future, Robin Kwiatek and I will be meeting with the same
principals to review Computer Based Testing options for GICSD this year.
Modifications in the assessment plans may result following this meeting.

Once we have firm plans on revised dates, we will begin publishing this
information to parents and community members so that they are aware of
these changes. At this time, we wanted the Board of Education to be
apprised of the reduced number of testing days and to have forecast of
"things to come."

Prepared By: Karen Cuddy-Miller *KCM*
Assistant Superintendent for Curriculum and Instruction

Recommended By: Dr. Brian Graham
Superintendent of Schools



Deputy Commissioner
Office of Instructional Support
89 Washington Avenue – Room 875 EBA
Albany, New York 12234

Tel: (518)474-5915
Fax: (518)486-2233

August 9, 2017

TO: District Superintendents
Superintendents of Public, Religious, and Independent Schools
Principals of Public, Religious, and Independent Schools
Leaders of Charter Schools

FROM: Angelica Infante-Green *A. Infante-Green*

SUBJECT: Update on the 2017-18 Elementary-and Intermediate-level Testing Schedule

This memorandum provides clarification concerning the administration windows for the Spring 2018 New York State Grades 3–8 English Language Arts (ELA) and Mathematics Tests, in view of the recently announced change in the number of test sessions associated with each of these tests from three to two. Along with this memorandum, the Department has posted an updated 2017–18 Elementary- and Intermediate-level Testing Schedule.

The range of dates for the administration of the elementary- and intermediate-level tests remains unchanged from the dates for these tests originally posted in January 2017. However, since the number of sessions associated with each of the Grades 3–8 ELA and Mathematics Tests has been reduced from three to two, each Local Education Agency (LEA — district, charter, religious, or independent school) should choose two consecutive school days for the primary test administration for each grade of the test within the established testing window. These two days may differ by grade. For example, a school district may schedule the ELA testing for Grade 3 on Wednesday, April 11 and Thursday, April 12 and for Grade 4 on Thursday, April 12 and Friday, April 13. All schools within the LEA that are administering the paper-based tests (PBT) to students should adhere to the same locally selected primary testing days to the extent this is feasible.

The primary testing window for computer-based testing (CBT) continues to be six school days long, in order to provide greater flexibility. Since each test will be two sessions long, a school may administer CBT to three different grade levels without overlapping the testing days. Whether administering the tests via CBT or PBT, the two test sessions must be administered in consecutive order, with session one on the first LEA-selected day of testing and session two on the next school day.

Makeups may begin on the school day immediately following the last day of the primary test administration. If an LEA chooses the first and second days of the testing window as its primary testing days for a certain grade, makeups may begin on the third day. Students who are absent from school for session one, and who return on the day session two is being administered, should participate in session two with their class and be administered session one during the makeup period. Students should participate in only one makeup session per day during the makeup period.

If you have any questions about the information in this memorandum, please call the Office of State Assessment at 518-474-8220 or send an email to emscassessinfo@nysed.gov.



Deputy Commissioner
Office of Instructional Support
89 Washington Avenue – Room 875 EBA
Albany, New York 12234

Tel: (518) 474-5915
Fax: (518) 486-2233

August 9, 2017

TO: District Superintendents
Superintendents of Public and Nonpublic Schools
Principals of Public and Nonpublic Schools
Leaders of Charter Schools

FROM: Angelica Infante-Green *A. Infante-Green*

SUBJECT: 2017–18 Elementary-and Intermediate-level Testing Schedule

2017–18 School Year

Operational Test		Administration Dates	Make-up Dates	Scoring Dates	Final Dates to Submit Answer Sheets to Scanning Centers
NYSAA English Language Arts, Mathematics, and Science		Monday, March 12 – Friday, June 8	Make-ups must be given within the testing window	N/A	N/A
Grades 3-8 English Language Arts	Paper-based	Wednesday, April 11 – Friday, April 13*	Monday, April 16 – Wednesday, April 18	Monday, April 16 – Thursday, May 3	Thursday, May 3
	Computer-based	Tuesday, April 10 – Tuesday, April 17*	Friday, April 13 – Friday, April 20	Monday, April 16** – Thursday, May 3	NA
Grades 3-8 Mathematics	Paper-based	Tuesday, May 1 – Thursday, May 3*	Friday, May 4 – Wednesday, May 9	Friday, May 4 – Wednesday, May 16	Wednesday, May 16
	Computer-based	Tuesday, May 1 – Tuesday, May 8*	Friday, May 4 – Friday, May 11	Friday, May 4** – Wednesday, May 16	NA
NYSESLAT Speaking		Monday, April 9 – Friday, May 18	Make-ups must be given within the testing window	Speaking is scored as it is administered.	Thursday, May 31
NYSESLAT Listening, Reading, Writing		Monday, May 7 – Friday, May 18	Make-ups must be given within the testing window	Monday, May 21 – Thursday, May 31	Thursday, May 31

* Please refer to the August 2017 memorandum from Deputy Commissioner Angelica Infante-Green for further guidance on the Grades 3-8 English Language Arts and Mathematics testing schedule.

** A teacher may not begin to train for scoring or rate student responses until the primary administration of the specific grade-level test that the teacher will be rating has been administered in that teacher's school.

GICSD 2017-2018 Calendar / BOE APPROVED 3/27/17

AUGUST '17						
S	M	T	W	Th	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			

8/24 First SRP Day
8/31 Superintendent
Conference Day

Student Days 0
Staff Days 1

FEBRUARY '18						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18					24	
25	26	27	28			

2/19 – 2/23 Mid-Winter Recess

Student Days 15
Staff Days 15

SEPTEMBER '17						
S	M	T	W	Th	F	S
					1	2
3		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

9/4 Labor Day
9/5 First Student Day

Student Days 19
Staff Days 19

MARCH '18						
S	M	T	W	Th	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		31

3/16, 3/23
Parent Teacher Conferences
K-5 Half Day

3/30 Spring Recess

Student Days 21
Teacher Days 21

OCTOBER '17						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8		10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

9/9 Columbus Day

Student Days 21
Staff Days 21

APRIL '18						
S	M	T	W	Th	F	S
1						7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22		24	25	26	27	28
29	30					

4/2 – 4/6 Spring Recess

4/10 -4/17 Computer
Based Assessments
4/11 – 4/13 Grade 3-8
ELA Assessments
4/23 Superintendent Conference
Day

Student Days 15
Staff Days 16

NOVEMBER '17						
S	M	T	W	Th	F	S
			1	2	3	4
5	6		8	9		11
12	13	14	15	16	17	18
19	20	21				25
26	27	28	29	30		

11/10 Veterans Day
11/22 – 11/24 Thanksgiving
Recess
11/7 Superintendent Conference
Day
11/27 Parent Teacher Conference
Day (Grades 6-12)
Student Days K-5 17
Student Days 6-12 16
Staff Days 18

MAY '18						
S	M	T	W	Th	F	S
					4	5
6	7	8	9	10	11	12
13		15	16	17	18	19
20	21	22	23	24	25	26
27		29	30	31		

5/1 to 5/3 Grades 3-8
Math Assessments
5/1 – 5/9 Computer Based
Assessments

5/14 Superintendent Conference
Day
5/28 Memorial Day
Student Days 21
Staff Days 22

DECEMBER '17						
S	M	T	W	Th	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						30
31						

12/12 Parent Teacher Conference
Day (Grades K-5)

12/25 – 12/29 Winter Recess

Student Days K-5 15
Student Days 6-12 16
Staff Days 16

JUNE '18						
S	M	T	W	Th	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

6/15 and 6/22 Rating Days

6/5, 6/12-6/22 NYS
Regents Exams

Last Student Day 6/21
Last Teacher Day 6/22
Last SRP Day 6/29

Student Days 15
Staff Days 16

JANUARY '18						
S	M	T	W	Th	F	S
		2	3	4	5	6
7	8	9	10	11	12	13
14		16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1/1 Winter Recess

1/15 Martin Luther King Day
1/22-1/25 NYS Regents

Student Days 21
Staff Days 21

Red: Holiday Observance
Dark Blue: Super Conf. Day
Green: Parent Teacher Conf.
Blue: SED Assessments
Brown: Computer Based
Assessments
If emergency dates are exhausted
prior to April break, makeup days will
begin in the following order: February
23, 22, 21, 20 and then April 6, 5, 4, 3

Total Student Days: 180
Total Staff Days: 186

Superintendents of Public and Nonpublic Schools Principals of Public and Nonpublic Schools Leaders of Charter Schools

FROM: Angelica Infante-Green *A. Infante - Green*

SUBJECT: 2017–18 Elementary-and Intermediate-level Testing Schedule

2017–18 School Year

Operational Test	Administration Dates	Make-up Dates	Scoring Dates	Scoring Leader/Table Facilitator Training	Our Scoring Date	Final Dates to Submit Answer Sheets to Scanning Centers
Grades 3-8 English Language Arts and Science	NYSAA English Language Arts, Mathematics, and Science	Monday, March 12 – Friday, June 8	N/A			N/A
	Paper-based	Monday, April 16 – Wednesday, April 18	Monday, April 16 – Thursday, May 3	4/20/2018	4/23/2018	Thursday, May 3
	Computer-based	Tuesday, April 10 – Tuesday, April 17*	Monday, April 16** – Thursday, May 3			NA
	Paper-based	Tuesday, May 1 – Thursday, May 3*	Friday, May 4 – Wednesday, May 16	5/11/2018	5/14/2018	Wednesday, May 16
Grades 3-8 Mathematics	Computer-based	Tuesday, May 1 – Tuesday, May 8*	Friday, May 4** – Wednesday, May 16			NA
	NYSESLAT Speaking	Monday, April 9 – Friday, May 18	Speaking is scored as it is administered.			Thursday, May 31
Grades 3-8 English Language Arts and Mathematics	NYSESLAT Listening, Reading, Writing	Monday, May 7 – Friday, May 18	Make-ups must be given within the testing window			Thursday, May 31

* Please refer to the August 2017 memorandum from Deputy Commissioner Angelica Infante-Green for further guidance on the Grades 3-8 English Language Arts and Mathematics testing schedule.

** A teacher may not begin to train for scoring or rate student responses until the primary administration of the specific grade-level test that the teacher will be rating has been administered in that teacher's school.



Grand Island Central School District Board of Education Meeting Coversheet

Meeting Date: October 10, 2017

Agenda Item: Grand Island Central School District – Summer School (2017) Report

Board Action
Required: ☐

For Information Only: ☒

Detail: As the Board of Education members are aware, during the 2016 - 2017 budget season, a determination was made to support introducing a more formalized summer school program at the Middle School level and to continue the summer school program at the High School level.

Summer school, at the Middle School level provides an opportunity for our students to build a stronger foundation of skills before moving forward to the next grade level, or, if the determination is to have a student revisit the prior year's grade level, to begin with a greater opportunity for success.

At the High School level, summer school provides an opportunity for our students for additional credit recovery, as well credit accrual for some identified courses. As a result, more of our students are able to graduate from high school in a timely manner.

Max Pikula and Karen Surdyke, Assistant Principals at our MS and HS levels, respectively, will be presenting a review of the 2017 summer school program and some suggested revisions for the coming year.

Prepared By: Karen Cuddy-Miller *KCM*
Assistant Superintendent for Curriculum and Instruction

Recommended By: Dr. Brian Graham
Superintendent of Schools

**Veronica E. Connor
Middle School**

Summer School Program 2017

APEX Tutorials Online Program

- Math and ELA
- Adaptive: Identifies and remediates gaps
- Learn It, Try It, Review It, Test It
- Content Teachers monitoring students
- Teachers have the ability to control student's pace
- Remediation Program

Expectations of the APEX Tutorials

- APEX was to be completed during summer school hours only.
- APEX courses consist of multiple units. Students were not expected to complete all units during the summer school time.
- We did not want students to rush through the program.
- Students were expected to receive a 65 or better on their Quality of Work percentage.
- Students would use the content teachers in the room to clarify the course work.

How were students identified to attend the summer school program?

- Team meeting discussions focused on students who failed ELA and Math classes.
- Factors considered:
 - Attendance: Will a student have a difficult time attending on a regular basis?
 - Workload: How many courses did the student fail?
 - Special Needs: Did the student have an IEP and how might that affect his/her workload?
 - Reading Levels: How much of the APEX program can he/she be able to read without having the level of support they had during the school year?

How were the APEX Tutorials assessed?

- 3 computer Scored Assessments:
 - Unit Pretests, Module Test Its, Unit Post tests
- Quality of Work:
 - Weighted average of assessment scores which is updated each time a student completes an assessment.
- Percent Complete:
 - Gives a sense of how much of the Tutorials have been worked through. Calculated as the number of modules complete divided by the total number of modules in the Tutorial.

Student Information

- 42 students attended Summer School (30 General Education, 12 Special Education)
 - ELA
 - 8th grade: 9 students
 - 7th grade: 11 students
 - 6th grade: 5 students
 - Math
 - 8th grade: 18 students
 - 7th grade: 8 students
 - 6th grade: 8 students
 - 17 out of 42 students attended both ELA and Math sessions
 - 12 out of 42 students are Special Education Students
 - 6 out of 12 students attended both ELA and Math sessions

Data: Grade 6

ELA: 5 students, 10 Units

- 60% of students had a Quality of Work that was between 70-80%.
- 40% of students had a Quality of Work that was between 80-90%
 - 2 students completed 30-60% of the Tutorial.
 - 2 students completed 60-90% of the Tutorial.
 - 1 student completed 90-100% of the Tutorial.

Data: Grade 6

Math: 8 students, 16 Units

- 75% of students had a Quality of Work that was between 70-80%.
- 25% of students had a Quality of Work that was between 80-80%
 - 1 student completed 0-30% of the Tutorial.
 - 3 students completed 30-60% of the Tutorial.
 - 4 students completed 60-90% of the Tutorial.

Data: Grade 7

ELA: 11 students, 12 Units

- 9% of students had a Quality of Work that was at or above 90%.
- 27% of students had a Quality of Work that was between 80-90%.
- 46% of students had a Quality of Work that was between 70-80%.
- 18% of students had a Quality of Work that was between 60-70%
 - 4 students completed 90-100% of the Tutorial.
 - 4 students completed 60-90% of the Tutorial.
 - 3 students completed 30-60% of the Tutorial.

Data: Grade 7

Math: 8 students, 11 Units

- 13% of students had a Quality of Work that was at or above 90%.
- 37% of students had a Quality of Work that was between 80-90%.
- 25% of students had a Quality of Work that was between 70-80%.
- 25% of students had a Quality of Work that was between 60-70%.
 - 1 student completed 90-100% of the Tutorial.
 - 6 students completed 30-60% of the Tutorial.
 - 1 student completed 0-30% of the Tutorial.

Data: Grade 8

ELA: 9 students, 15 Units

- 23% of students had a Quality of Work that was between 80-90%.
- 11% of students had a Quality of Work that was between 60-70%.
- 44% of students had a Quality of Work that was between 50-60%.
- 22% of students had a Quality of Work that was between below 50%.
 - 3 students completed 90-100% of the Tutorial.
 - 1 student completed 60-90% of the Tutorial.
 - 3 students completed 30-60% of the Tutorial.
 - 2 students completed 0-30% of the Tutorial.

Data: Grade 8

Math: 18 students, 12 Units

- 11% of students had a Quality of Work that was between 70-80%.
- 50% of students had a Quality of Work that was between 60-70%.
- 39% of students had a Quality of Work that was between below 60%.
 - 2 students completed 90-100% of the Tutorial.
 - 2 students completed 60-90% of the Tutorial.
 - 9 students completed 30-60% of the Tutorial.
 - 5 students completed 0-30% of the Tutorial.

Strengths of the APEX Tutorials Program

- Tutorials provide personalized learning paired with immediate remediation.
- Instructional approach that builds on knowledge, develops critical thinking skills, and deepens understanding (Learn It, Try It, Review It, Test It).
- Students who had difficulty during the school year demonstrated success using the program.

Challenges of the APEX Tutorials Program

- Computer based programs may not accommodate the learning style of the student.
- Teachers were knowledgeable of the course work, but lacked the relationship that a 10 month teacher has with each student.
- Attendance: Students were not expected to make up work if they were not in school.
- Difficult to manage each student's pace within the program.

Recommendations/Suggestions for Next Year

- Create a structured schedule in order to increase the amount of teacher interaction with students.
- Set the expectation that students to complete all units of the course.
- Allow students to work on APEX both at home and at school.
- Expand the use of APEX to include Science and Social Studies.
- Continue to explore other software options for this summer school opportunities.

150 students enrolled in "credit recovery" courses

- 126 received credit

41 students taking health as a new course (credit accrual)

- 41 received credit

47 APEX courses registered (credit recovery online)

- 23 received credit

- *The 27 remaining 24 students continue to be enrolled in Apex throughout this year and can continue to work toward credit recovery during the 2017-18 academic year*

High School Summer School

2017

Courses offered this summer

Global 9	Algebra 1.1
Global 10	Algebra
US History	Geometry
Economics	PCM
Participation in Government	Earth Science
English 9	PECS
English 11	Living Environment
English 12	Physical Education 9-12
Health*	Apex*

Regents exams

All students*

144 Regents exams administered - 69 passed

GI Students only

126 Regents exams administered - 61 passed

*18 out-of-district students (8 passing)

Highlights

- All 6 seniors who enrolled and attended this summer school program graduated in August
- We were fortunate to host Bill Luty for a second consecutive year as an administrative intern to support this work
- Infinite campus was used for the first time - this helped us gather and manage student data more effectively
- Parent portal was open
- Ran a 4 day "boot camp" review class for one of the regents exams

Recommendations for next year

- Encourage more students to seek recover credit during the summer school opportunity
- More “boot camp” review classes for regents exams
- Assign a teacher to support students within the Apex “classroom”



Grand Island Summer School

Memo

To: Dr. Brian Graham, Superintendent of Schools

CC: Karen Cuddy-Miller, Assistant Superintendent of Instruction
Michael Lauria, HS Building Principal

From: Karen Surdyke, Summer School Program Principal
Bill Lutey, Summer School Administrative Intern

Date: September 30, 2017

Re: 2017 Summer School Summary Report

I. General program summary

The Grand Island summer school program began on July 10, 2017 and instruction concluded on August 15, 2017. State Regents examinations were administered on August 16 and August 17, 2017. A comprehensive curriculum was offered in many areas of the instructional program. Course offerings were based on last years enrollments district needs assessment and projections. A total of seventeen (17) high school courses on campus along with APEX classes offered online.

High School Course Offerings	
Social Studies	Mathematics
Global 9	Algebra 1.1
Global 10	Algebra 1
US History	Geometry
Economics	PCM
Participation in Government	
English Language Arts	Physical Education
English 9	Physical Education 9-12
English 11	Health
English 12	Health 9-12
Science	APEX- Online
Earth Science	Courses 9-12
PECS	
Living Environment	

Our students with disabilities (S.W.D.) population, which required services, for the 2017 summer school program was as follows:

All Students	Enrolled	Completed	S.W.D. [IEP or 504 Plan]	S.W.D. Rate
250	215	86%	35	14%

II. General notes and Acknowledgements:

This year's summer program would not have been as successful as it was if not for all of the excellent work done by summer school faculty and staff. Some noteworthy merits and/or accomplishments are recognized as follows:

1. Six (6) seniors were able to graduate in August by enrolling and taking advantage of our summer school program.
2. Mr. Bill Lutey, our administrative intern for a second year, made many noteworthy contributions, and was a huge reason this year's summer school was a success.
3. Robin Kwiatek and the IT department provided essential support in the launch of Infinite Campus for summer school and was essential in the documentation of grades.

III. Specific Program Data: Program Pass Rate (_____ 80% _____):

Teacher	Courses	Enrollment	Passing
R. Hennessy	Global 9	8	8
J. Camilleri	Global 10	12	12
R. Hennessy	US History	7	7
J. Camilleri	Economics	1	1
J. Camilleri	Participation in Government	2	2
R. Huber	English 9	10	9
R. Huber	English 11	6	5
A. Loveland	English 12	6	5
C. O'Rourke	PCM	4	3
M. Fargino	Algebra 1.1	12	8
C. O'Rourke	Algebra 1 (2 sections taught)	35	28
M. Fargino	Geometry	16	9
M.L. Verti-Korte	Living Environment	13	12
M.L. Verti-Korte	Earth Science	12	12
M. L. Verti-Korte	PECS	2	1
J. Shalke	Physical Education	4	4
J. Shalke	Health	41	41

APEX		47	23
	Total	238	190

Summary of state Regents examinations administered:

Administered	Total No. Exams Administered	Total No. Passing	CHS Student Only No. Exams Administered	CHS Student Only Passing
Global Studies	17	5	16	5
US History & Government	16	7	12	5
Comprehensive English	11	9	8	7
Integrated Algebra	20	14	19	13
Geometry	48	19	39	13
Algebra 2 / Trigonometry	9	4	5	3
Biology	9	5	7	4
Earth Science	14	8	12	7
Chemistry	11	7	8	4
TOTALS:	144	69	126	61

IV. Recommendations for the 2018 Summer School Program:

1. With a SWD attendance noted, it is strongly recommended that we continue to staff a special education teacher to oversee accommodations for our students with special needs.
2. This year's summer school budget allow for a four day review course in Geometry, for students not enrolled in the summer program but who would benefit from such an offering in preparation to take August state examinations. It is recommended that we increase to five days along with other core subject areas.



Grand Island Central School District Board of Education Meeting Coversheet

Meeting Date: October 10, 2017

Agenda Item: Board of Education Policy Review Committee meeting

Board Action
Required: ☐

For Information Only: ☒

Detail: We have scheduled our first BOE Policy Review Committee meeting for Thursday, October 26th, at 9:30.

The agenda is attached for your review and will continue items that are continuations from the spring 2017 committee meeting agenda items.

Additional meetings will be scheduled as policy revision needs are advised or raised.

Prepared By: Karen Cuddy-Miller *KCM*
Assistant Superintendent for Curriculum and Instruction

Recommended By: Dr. Brian Graham
Superintendent of Schools

Board of Education Policy Review Committee Meeting Agenda

October 26, 2017 Meeting @ 9:30

9:30 a.m. - Opening and Overview

a.m.:

Department: Other Policy Reviews

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a.m.:

Department: Special Education/Pupil Personnel Policies to Review
(Cheryl to add to BOE agenda)

a.m.:

Department: Technology Policies to Review
(KCM to add to BOE Agenda in December 2017)

Website Accessibility	Policy #3000/3000R
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9:35 a.m.:

Department: Business & Finance Policies to Review

Procurement of Goods and Services	Policy #5411
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Department: Human Resources Policies to Review

9:55 a.m.:

Family and Medical Leave Act	Policy # 6551
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10:15 a.m.:

- **Questions, comments, concerns, observations**
- **Upcoming meeting dates**
 - TBD: 2017-18 academic year



Grand Island Central School District Board of Education Meeting Coversheet

Meeting Date: October 10, 2017

Agenda Item: Board of Education Policy Revision: 8460 Field Trips

Board Action
Required: ☐

For Information Only: ☒

Detail: During the 2016017 academic year, a Board of Education Policy Review Committee was formed to review, revisit, and revise policies as regulations at the state level change, or as needs within the district have evolved.

Among the BOE policies that were reviewed as BOE Policy 8460 Field Trips. A review of this policy resulted in recommended edits (see attached document) to the policy, procedures and forms. In some situations, the forms around transportation related to field trips have become moot, as the district has moved to a software program which effectively manages the communication chain.

Conversations have included the Curriculum and Instruction, Building Principals, Transportation Department, and Business Services. These deep conversations we a valuable revisit to our budgeting, planning, and alignment of field trips throughout our district.

At this time, the recommended revisions are being presented for your review. Board of Education Action will be requested at the Oct. 23rd meeting.

Prepared By: Karen Cuddy-Miller *KCM*
Assistant Superintendent for Curriculum and Instruction

Recommended By: Dr. Brian Graham
Superintendent of Schools

REGULATION

2014

8460R
1 of 4

Instruction

SUBJECT: FIELD TRIPS

The following information is provided to assist staff in planning for field trips and transmitting requests for approval. All transportation involving District students must be processed and approved by the Building Principal, and in cases in which School District vehicles and/or drivers are to be used, approval of the Superintendent or his/her designee is also required.

Trips involving travel which will require students to be away from home overnight should be planned well in advance and limited to unusual educational opportunities. Such trips must be recommended in writing by building administrators and the Board must approve the trips. The School System shall obtain written parental/guardian permission for students going on school-sponsored field trips.

Three kinds of trips will be considered:

- 1) Observational visits;
- 2) Performance;
- 3) Athletic trips.

Such trips must be of an educational nature and will be so considered. As a part of the educational program, transportation for trips of this nature will be provided by the District, assuming proper budget requests have been made in advance. Prior notification by the group, teacher, or individual seeking such field trip must be provided to the Transportation Supervisor at the same time that application is made to the Board of Education so that proper planning may occur. Financial assistance offered by student organizations, non-school organizations or individuals to defray the costs of these trips will be welcomed by the Board of Education, if such assistance is not offered for purposes of profit, advertising, solicitation of clients or propaganda distribution.

Field trips are a part of the curriculum of the schools, and student conduct and attendance on field trips are governed by the same rules that govern regular classroom activities.

The approved Field Trip Request Form must be on file in the Principal's office prior to the beginning of the trip. A copy is also to be on file in the Transportation Office before transportation can be scheduled. The forms must be kept on file for the duration of the school year.

Overnight Trips

Preliminary requests for overnight field trips shall be submitted by the Building Principal to the Superintendent in September of the school year. Final details will be presented to the Board of Education for approval no less than thirty (30) days prior to the trip.

(Continued)

REGULATION

2014

8460R
2 of 4

Instruction

SUBJECT: FIELD TRIPS (Cont'd.)

Definitions

- 1) A field trip is an approved School District sponsored and planned activity, involving students, which takes place away from the traditional school setting. Included are all events and activities outside of the school for which participation, cooperation, or support of the activity is under the control of the School Principal. When a field trip is considered, it must be examined to assure that the trip is:
 - a. Appropriate to the curriculum;
 - b. Appropriate to the level of maturity of the students; and
 - c. Within a reasonable distance from the school.
- 2) Student transportation includes any mode of transportation necessary to transport students on an approved educational and/or recreational field trip. Such forms of transportation may include:
 - a. Private Contractor Charter Buses, etc.
 - b. District School Buses
 - c. Private Passenger Car
- 3) Emergency situations are those instances when a staff member may be asked to provide transportation for a student under some unexpected emergency circumstances (e.g., student or family illness). An emergency covers those instances which occur without prior notice and preclude the provision of the District's usual means of transportation. In such instances, alternate transportation will be provided in accordance with law as enumerated in the subheading "Direct Supervision of Students" in this regulation.
- 4) A Walking Field Trip is defined as those excursions that involve taking students off school grounds but within walking distance of the school so that no other form of transportation is needed.
- 5) Overnight Field Trips include local, out of state or out-of-country trips which require that students obtain overnight accommodations.

(Continued)

REGULATION

2014

8460R

3 of 4

Instruction

SUBJECT: FIELD TRIPS (Cont'd.)

Guidelines

The following guidelines should be adhered to if a field trip or other group absence is planned:

- 1) Obtain and complete proper forms at least two (2) weeks prior to field trips of less than a day, and at least eight (8) weeks prior to field trips which are a full day or longer or for which travel is to be greater than two hundred (200) miles round trip.
- 2) Secure written parent/legal guardian permission, emergency contact(s) if the parent/legal guardian is unavailable, and any necessary medical information relating to the student's well-being while participating in the field trip - including any medication that may need to be administered.
- 3) Notify cafeteria staff of the number of students who will be out of the building at lunch time. If you wish to order milk for a field trip, please contact the cafeteria two (2) days in advance.
- 4) For those students who remain at school, it is the teacher's responsibility to provide coverage by other faculty members and to provide any materials (plans) needed.
- 5) Teachers shall prepare and submit to the Attendance Officer by the morning before a scheduled trip a list of all students who will be on the field trip or other activity. Attendance should be taken at the beginning of the trip and the Attendance Officer notified of any students who are missing.
- 6) Student conduct is governed by the District's *Code of Conduct*, and disciplinary action may result for a student's violation of such Code.

Direct Supervision of Students

Direct supervision of students must be provided to and from the field trip location as well as at the site. Students must be provided supervised transportation back to either the point of departure or to the appropriate school in the District unless the parent or legal guardian of a student participating in such event has provided the District with written notice, consistent with District policy, authorizing an alternative form of return transportation for such student or unless intervening circumstances make such transportation impractical. In cases where intervening circumstances make transportation of a student back to the point of departure or to the appropriate school in the District impractical, a representative of the School District shall remain with the student until such student's parent or legal guardian has been contacted and informed of the intervening circumstances which make such transportation impractical; and the student has been delivered to his/her parent or legal guardian.

(Continued)

REGULATION

2014

8460R
4 of 4

Instruction

SUBJECT: FIELD TRIPS (Cont'd.)

Chaperones

Chaperones will immediately advise the teacher in charge of the activity of any intervening circumstances which would prevent a student from being transported back to the District. Arrangements will then be made for a representative of the District to remain with the student until the student has been delivered to his/her parent or legal guardian.

Cancellation of Field Trips

The Superintendent/designee may cancel previously approved field trips due to extenuating circumstances.

REGULATION

2014

8460R.1

Instruction

SUBJECT: OUT-OF-COUNTRY TRIPS

- 1) All out-of-country trips that use District funds, equipment, or personnel must be sanctioned by the Board of Education.
- 2) Federal funds will not be used for any out-of-country trips.
- 3) Students involved in out-of-country trips will be expected to behave in an exemplary manner at all times.
- 4) All out-of-country trips will be supervised by a staff member of the Grand Island Central School District.
- 5) Reports on out-of-country trips will be given to the Superintendent by the staff member in charge within a reasonable time after the trip has been concluded.

REGULATION

2014

8460R.2

Instruction

SUBJECT: PARENTAL PERMISSION: SCHOOL SPONSORED TRIPS

Authorized school sponsored trips are considered an integral part of the student's education. Attendance rules, therefore, are the same as for a regular school day.

Building Principals are responsible for authorizing school trips. Decisions are to be based on educational value, safety of staff and students, and availability of funds.

Written parental/legal guardian permission must be received for each school trip which includes any trip off the school premises.

Revised:

8000—INSTRUCTION

8460 Field Trips

Educational trips, when taken by pupils wholly or partially on school time to places of education interest, shall be considered part of the total school program. Such experiences extend the facilities of the school, thereby enhancing and enriching the total educational program.

Trips involving travel which will require students to be away from home overnight should be planned well in advance and limited to unusual educational opportunities. Such trips must be recommended in writing by building administrators and the Board must approve of such trips. The School System shall obtain written parental/guardian permission for students going on school-sponsored field trips.

Three kinds of trips will be considered:

- a) Observational visits;
- b) Performance;
- c) Athletic trips.

Such trips must be of an educational nature and will be so considered. As a part of the educational program, transportation for trips of this nature will be provided by the District, assuming proper budget requests have been made in advance. Prior notification by the group, teacher, or individual seeking such field trip must be provided to the Transportation Supervisor at the same time that application is made to the Board of Education so that proper planning may occur. Financial assistance offered by student organizations, non-school organizations or individuals to defray the costs of these trips will be welcomed by the Board of Education, if such assistance is not offered for purposes of profit, advertising, solicitation of clients or propaganda distribution.

Field trips are a part of the curriculum of the schools, and student conduct and attendance on field trips are governed by the same rules that govern regular classroom activities.

Overnight Trips

Preliminary requests for international or overnight field trips shall be submitted by the Building Principal to the Superintendent in September, or as early as possible, -of that school year. Final details will be presented to the Board of Education for approval no less than thirty (30) days prior to the trip.

Procedures for overnight trips shall be developed by the administration. The Superintendent/designee may cancel previously approved field trips due to extenuating circumstances.

NOTE: Refer also to Policies #3410 -- Code of Conduct on School Property
#5720 -- Transportation of Students

Instruction

SUBJECT: FIELD TRIPS

The following information is provided to assist staff in planning for field trips and transmitting requests for approval. All transportation involving District students must be processed and approved by the Building Principal, and in cases in which School District vehicles and/or drivers are to be used, approval of the Superintendent or his/her designee is also required.

Trips involving travel which will require students to be away from home overnight should be planned well in advance and limited to unusual educational opportunities. Such trips must be recommended in writing by building administrators and the Board must approve the trips. The School System shall obtain written parental/guardian permission for students going on school-sponsored field trips.

Three kinds of trips will be considered:

- 1) Observational visits;
- 2) Performance;
- 3) Athletic trips.

Such trips must be of an educational nature (connectivity to the curriculum, standards, skills, and dispositions, which adds complexity to student learning) and will be so considered. As a part of the educational program, transportation for trips of this nature will be provided by the District, assuming proper budget requests have been made in advance. Prior notification by the group, teacher, or individual seeking such field trip must be provided to the Transportation Supervisor at the same time that application is made to the Board of Education so that proper planning may occur. Financial assistance offered by student organizations, non-school organizations or individuals to defray the costs of these trips will be welcomed by the Board of Education, if such assistance is not offered for purposes of profit, advertising, solicitation of clients or propaganda distribution.

Field trips are a part of the curriculum of the schools, and student conduct and attendance on field trips are governed by the same rules that govern regular classroom activities.

The approved Field Trip Request Form must be on file in the Principal's office prior to the beginning of the trip. A copy is also to be on file in the Transportation Office before transportation can be scheduled. The forms must be kept on file for the duration of the school year.

International and Overnight Trips

Preliminary requests for international or overnight field trips shall be submitted by the Building Principal to the Superintendent in September, as early as possible, of the school year. Final details will be presented to the Board of Education for approval no less than thirty (30) days prior to the trip.

(Continued)

Instruction

SUBJECT: FIELD TRIPS (Cont'd.)**Definitions**

- 1) A field trip is an approved School District sponsored and planned activity, involving students, which takes place away from the traditional school setting. Included are all events and activities outside of the school for which participation, cooperation, or support of the activity is under the control of the School Principal. When a field trip is considered, it must be examined to assure that the trip is:
 - a. Appropriate to the curriculum;
 - b. Appropriate to the level of maturity of the students; and
 - c. Within a reasonable distance from the school.
- 2) Student transportation includes any mode of transportation necessary to transport students on an approved educational and/or recreational field trip. Such forms of transportation may include:
 - a. Private Contractor Charter Buses, etc.
 - b. District School Buses
 - c. Private Passenger Car
- 3) Emergency situations are those instances when a staff member may be asked to provide transportation for a student under some unexpected emergency circumstances (e.g., student or family illness). An emergency covers those instances which occur without prior notice and preclude the provision of the District's usual means of transportation. In such instances, alternate transportation will be provided in accordance with law as enumerated in the subheading "Direct Supervision of Students" in this regulation.
- 4) A Walking Field Trip is defined as those excursions that involve taking students off school grounds but within walking distance of the school so that no other form of transportation is needed.
- 5) Overnight Field Trips include local, out of state or out-of-country trips which require that students obtain overnight accommodations.

(Continued)

Instruction

SUBJECT: FIELD TRIPS (Cont'd.)**Guidelines**

The following guidelines should be adhered to if a field trip or other group absence is planned:

- 1) Obtain and complete proper forms at least two (2) weeks prior to field trips of less than a day, and at least eight (8) weeks prior to field trips which are a full day or longer or for which travel is to be greater than two hundred (200) miles round trip.
- 2) Secure written parent/legal guardian permission, emergency contact(s) if the parent/legal guardian is unavailable, and any necessary medical information relating to the student's well-being while participating in the field trip - including any medication that may need to be administered.
- 3) Notify cafeteria staff of the number of students who will be out of the building at lunch time. If you wish to order milk for a field trip, please contact the cafeteria two (2) days in advance.
- 4) For those students who remain at school, it is the teacher's responsibility to provide coverage by other faculty members and to provide any materials (plans) needed.
- 5) Teachers shall prepare and submit to the Attendance Officer by the morning before a scheduled trip a list of all students who will be on the field trip or other activity. Attendance should be taken at the beginning of the trip and the Attendance Officer notified of any students who are missing.
- 6) Student conduct is governed by the District's *Code of Conduct*, and disciplinary action may result for a student's violation of such Code.

Direct Supervision of Students

Direct supervision of students must be provided to and from the field trip location as well as at the site. Students must be provided supervised transportation back to either the point of departure or to the appropriate school in the District unless the parent or legal guardian of a student participating in such event has provided the District with written notice, consistent with District policy, authorizing an alternative form of return transportation for such student or unless intervening circumstances make such transportation impractical. In cases where intervening circumstances make transportation of a student back to the point of departure or to the appropriate school in the District impractical, a representative of the School District shall remain with the student until such student's parent or legal guardian has been contacted and informed of the intervening circumstances which make such transportation impractical; and the student has been delivered to his/her parent or legal guardian.

(Continued)

Instruction

SUBJECT: FIELD TRIPS (Cont'd.)**Chaperones**

Chaperones will immediately advise the teacher in charge of the activity of any intervening circumstances which would prevent a student from being transported back to the District. Arrangements will then be made for a representative of the District to remain with the student until the student has been delivered to his/her parent or legal guardian.

Cancellation of Field Trips

The Superintendent/designee may cancel previously approved field trips due to extenuating circumstances.

Instruction

SUBJECT: OUT-OF-COUNTRY TRIPS

- 1) All out-of-country trips that use District funds, equipment, or personnel must be sanctioned by the Board of Education.
- 2) Federal funds will not be used for any out-of-country trips.
- 3) Students involved in out-of-country trips will be expected to behave in an exemplary manner at all times.
- 4) All out-of-country trips will be supervised by a staff member of the Grand Island Central School District.
- 5) Reports on out-of-country trips will be given to the Superintendent by the staff member in charge within a reasonable time after the trip has been concluded.

Instruction

SUBJECT: PARENTAL PERMISSION: SCHOOL SPONSORED TRIPS

Authorized school sponsored trips are considered an integral part of the student's education. Attendance rules, therefore, are the same as for a regular school day.

Building Principals are responsible for authorizing school trips. Decisions are to be based on educational value, safety of staff and students, and availability of funds.

Written parental/legal guardian permission must be received for each school trip which includes any trip off the school premises.

Instruction

SUBJECT: FIELD TRIPS (DURING SCHOOL HOURS)

<u>Responsibility</u>	<u>Action</u>
Teacher	1) a. Discusses field trip with Principal. b. Completes Field Trip Request Form/ Instructional Plan if necessary and submits formal written request to Principal at least three (3) weeks before trip.
Principal	2) a. Approves <u>or disapproves request</u> field trip. b. Forwards field trip request form to Superintendent. c. <u>If disapproves, notifies Teacher(s).</u>
Superintendent	3) a. Approves or disapproves request. b. If disapproves, notifies Principal. or ~~e. If approves, forwards request to Transportation Supervisor.~~
Teacher	4) a. Secures written parental/legal guardian permission. b. Selects chaperones. c. Collects any fees. d. <u>Makes final arrangements including transportation arrangements.</u> e. <u>Ensures all medical and accessibility needs of the students are addressed, inclusive of, but not limited to IEP and 504 mandates.</u>

f. Identifies a first aide plan in
coordination of the nursing staff.

g. Identifies and addresses free and
reduced lunch accommodations.

Instruction

SUBJECT: FIELD TRIPS (OVERNIGHT)

<u>Responsibility</u>	<u>Action</u>
Teacher	1) a. Discusses field trip with Principal. b. Submits Field Trip Request Form at least six (6) weeks prior to the scheduling of an overnight field trip if necessary, with details regarding lodging, meals, chaperones, etc. to the Building Principal.
Principal	2) a. If disapproves, returns field trip request and informs teacher of decision. ~~b. If approves, forwards request to the Superintendent.~~
Superintendent	3) a. Approves or disapproves request. b. If approves, forwards request to Transportation Supervisor. c. If disapproves, returns request to Building Principal who notifies teacher of rejection. d. Notifies Building Principal of Board action.
Principal	4) Submits Superintendent's decision to teacher. If approved, makes appropriate arrangements with teacher.
Teacher	5) Makes final arrangements for trip. <u>a. Secures written parental/legal guardian permission.</u> <u>b. Selects chaperones.</u> <u>c. Collects any fees.</u>

- d. Makes final arrangements including transportation arrangements.
- e. Ensures all medical and accessibility needs of the students are addressed, inclusive of, but not limited to IEP and 504 mandates.
- f. Identifies a first aide plan in coordination of the nursing staff.
- g. Identifies and addresses free and reduced lunch accommodations.
- h. Must invite building administrator to attend an informational parent/student presentation on the trip inclusive of academic and social behaviors that are required to be eligible for the trip.

Instruction

SUBJECT: ~~OUT-OF-COUNTRY~~ INTERNATIONAL TRIPS

<u>Responsibility</u>	<u>Action</u>
<u>Teacher/Organization</u>	1) Submits request and rationale for out-of-country trip to the building administrator at least three (3) months prior to proposed trip.
Building Administrator	2) Notifies Superintendent of request for trip along with recommendation of rejection or approval. <u>Building Administrator will give consideration to domestic opportunities.</u>
Superintendent	3) a. Reviews request and recommendations of building administrator. b. Provides School Board with information regarding the request and rationale.
School Board	4) Makes decision on request for trip.
Superintendent	5) Notifies appropriate building administrator of Board decision.
Building Administrator	6) Notifies organization of Board decision.
<u>Teacher/Organization</u>	7) a. <u>Secures written parental/legal guardian permission.</u> b. <u>Selects chaperones.</u> c. <u>Collects any fees.</u> d. <u>Makes final arrangements including transportation arrangements.</u> e. <u>Ensures all medical and accessibility needs of the students are addressed, inclusive of, but not limited to IEP and 504 mandates.</u>

f. Identifies a first aide plan in coordination of the nursing staff.

g. Identifies and addresses free and reduced lunch accommodations.

h. Must invite building administrator to attend an informational parent/student presentation on the trip inclusive of academic and social behaviors that are required to be eligible for the trip.

**GRAND ISLAND CENTRAL SCHOOL DISTRICT
FIELD TRIP REQUEST/INSTRUCTIONAL PLAN**

INSTRUCTIONS

Prepare and submit via the Principal to the Superintendent for approval at least six (6) weeks prior to the scheduling of an overnight field trip and three (3) weeks prior to the scheduling of a trip during school hours.

IDENTIFICATION

School _____ Submitted by _____

Destination _____

Departure _____
Date _____ Time _____ Location _____

Return _____
Date _____ Time _____ Location _____

Number of participating staff _____ Name(s) _____

Is bus transportation needed? _____ Approximate number of miles round trip _____

Are substitutes needed? _____

Will consent forms be secured from all parents/guardians? _____

INSTRUCTION OBJECTIVES (Be specific - include prerequisites, proficiency level desired and measurement.)

ACTIVITIES

Preparation (How will the students be prepared for the trip as an instructional activity?)

(Continued)

**GRAND ISLAND CENTRAL SCHOOL DISTRICT
FIELD TRIP REQUEST/INSTRUCTIONAL PLAN -(Cont'd.)**

ACTIVITIES- (Cont'd.)

On trip (What instructional activities will occur on the trip?)

Follow-up (Upon return, what activities will occur to enrich the experience and to determine if the objectives were achieved?)

CORRELATION (Name the subject matter area(s) to which the experiences of this trip will correlate; explain in what way the trip correlates.)

PROVISIONS FOR CONTINUITY OF SCHOOL WORK

What instructional provisions have been made to help participants keep up with other classes that they will miss?

What specific plans have been made for the continued instruction of those students who will not participate in the field trip project?

(Continued)

**GRAND ISLAND CENTRAL SCHOOL DISTRICT
FIELD TRIP REQUEST/INSTRUCTIONAL PLAN -(Cont'd.)**

PRINCIPAL'S REMARKS

Approved _____ Not Approved _____

Signature _____ Date _____

Comments: _____

SUPERINTENDENT'S REMARKS

Approved _____ Not Approved _____

Signature _____ Date _____

Comments: _____

**GRAND ISLAND CENTRAL SCHOOL DISTRICT
FIELD TRIP REQUEST**

All requests for field trips should be submitted in duplicate to the Transportation Center two weeks in advance of the trip. One copy will be returned to the person requesting the trip.

Buses are most available between 9 a.m. and 1:30 p.m. and after 4 p.m. Tolls will be paid by the Transportation Center.

SCHOOL REQUESTING TRIP _____

COST OF TRIP WILL BE BILLED TO _____

TRIP DATE _____ DESTINATION _____

PURPOSE OR EVENT _____

TIME BUS IS NEEDED AT SCHOOL _____

TIME BUS WILL DEPART SCHOOL _____

PLACE OF DEPARTURE _____

TIME LEAVING DESTINATION TO RETURN TO GRAND ISLAND _____

ESTIMATED TIME OF RETURN TO SCHOOL ON GRAND ISLAND _____

NUMBER: STUDENTS _____ TEACHERS _____ CHAPERONES _____

TOTAL NUMBER OF PASSENGERS _____

LIST ANY OTHER STOPS YOU WILL BE MAKING INCLUDING LUNCH

ATTACH ITINERARY OR DIRECTIONS IF NECESSARY.

LIST OF MUSICAL INSTRUMENTS OR OTHER LARGE ITEMS TO BE TAKEN ON THE BUS

FACULTY SUPERVISOR _____

PROGRAM COORDINATOR _____

BUILDING PRINCIPAL _____

TRANSPORTATION SUPERVISOR'S APPROVAL: _____ YES _____ NO _____ DATE

NUMBER OF BUSES ASSIGNED _____

The teachers will provide a current passenger list to the bus driver at the time of departure.
(Continued)

**GRAND ISLAND CENTRAL SCHOOL DISTRICT
ESTIMATED FIELD TRIP COST FORM**

THIS FORM MUST ACCOMPANY EACH FIELD TRIP REQUEST

NUMBER OF STUDENTS _____

NUMBER OF CHAPERONES _____ X 1.5 = _____

_____ TOTAL PASSENGERS

TOTAL PASSENGERS _____ ÷ 54 = _____ NUMBER OF BUSES

LENGTH OF FIELD TRIP _____ HOURS + .5 HOURS = _____ TOTAL HOURS

\$12 X _____ HOURS = _____
(AVERAGE DRIVER'S WAGE) (FIELD TRIP HOURS)

TOLLS _____ + _____

TOTAL _____

NUMBER OF BUSES _____ X _____

TOTAL ESTIMATED FIELD TRIP COST _____ \$ _____

.....
SCHOOL OFFICE USE ONLY

FIELD TRIP BUDGET BALANCE _____

COST OF CURRENT TRIP _____

FIELD TRIP BALANCE _____

**GRAND ISLAND CENTRAL SCHOOL DISTRICT
FIELD TRIP REQUEST: FULL DAY OR LONGER**

All requests for field trips which are a full day or longer or for which travel is to be greater than 200 miles round trip, should be submitted to the Superintendent of Schools on this form at least eight (8) weeks prior to the proposed trip.

Date of Request: _____

Student Group: _____ Number: _____

Purpose: _____

Destination: _____

Trip Dates: From: _____ To: _____

attach itinerary if necessary

Describe Method of Travel: _____ Cost: _____

Lodging: _____ Cost: _____

Meals: _____ Cost: _____

Substitute Teacher: Yes _____ No _____ Cost: _____

Total Cost: _____

Per Student Cost: _____

Provisions for Student Supervision: _____

_(Continued)

**GRAND ISLAND CENTRAL SCHOOL DISTRICT
FIELD TRIP REQUEST: FULL DAY OR LONGER -(Cont'd.)**

Approvals:

1) Faculty Supervisor:

I hereby certify that all parents WILL BE NOTIFIED in detail of this proposed field trip by _____, and that parental consent, in writing, is required before any student may participate.

Supervisor's Signature

2) Secretary and Treasurer of Student Organization:

As Secretary of the _____ student organization, I hereby certify that at a meeting of this organization, at which a quorum was present, a properly introduced motion was approved to provide \$ _____ in support of the field trip herein being requested.

Secretary's Signature

As Treasurer of the _____ student organization, I hereby certify that this organization HAS or WILL HAVE sufficient funds to meet the expenses authorized for the field trips requested herein. The following accurately reflects this organization's financial status:

Current Balance _____

Projected Income _____

Anticipated Funds _____

From _____

Treasurer's Signature

-(Continued)

**GRAND ISLAND CENTRAL SCHOOL DISTRICT
FIELD TRIP REQUEST: FULL DAY OR LONGER -(Cont'd.)**

3) Program Coordinator:

I hereby recommend approval of this proposed field trip and agree to commit \$ _____
of this program's field trip budget for this trip.

Program Coordinator's Signature

4) Principal:

I hereby recommend approval of this proposed field trip and agree to commit \$ _____
of this building's field trip allocation.

Principal's Signature

5) Superintendent:

Recommends Approval: Yes _____ No _____

If no, reason: _____

Superintendent's Signature

6) School Board:

Approval: Yes _____ No _____

If no, reason: _____

Date of Approval: _____

**GRAND ISLAND CENTRAL SCHOOL DISTRICT
FIELD TRIP PARENT/GUARDIAN CONSENT/MEDICAL INFORMATION**

Dear _____,

Your child's class has scheduled a field trip activity on _____ to
(date)

(destination)

The group will be leaving at _____ a.m./p.m. and plans to return at _____ a.m./p.m. on
_____.

Please sign and return the attached form by _____
(date)

Sincerely,

Teacher or Principal

FIELD TRIP PARENTAL CONSENT

I hereby give permission for my child, _____
(child's full name)

to participate in a school sponsored education field trip to _____
(place)

I understand that my child will leave on _____,
(date) (time)

and is expected to return on _____,
(date) (time)

MEDICAL INFORMATION

Name of family doctor _____

Doctor's phone number _____

Is your child taking any medication with him/her on the trip? _____

If so, what is it and who is expected to administer this medication? _____

Should emergency medical services be required for your child during the trip, medical personnel will be contacted immediately.

(Signature of Parent/Guardian)

(Telephone No.)

(Date)

ISLAND CENTRAL SCHOOL DISTRICT

TRANSPORTATION REQUEST		INSTRUCTIONS) Requests must be submitted prior to each trip and sent to Transportation Department.) A separate request form must be filled out for each trip.) Send two copies to Transportation.) One copy will be returned by Transportation following approval.	
TO BE COMPLETED BY TEACHER/PRINCIPAL			
Date Of Trip:		School:	
Departure Time From School:		Destination:	
Return Time To School:		Group:	
Number of Riders:	Teacher in Charge:	Date Submitted:	Charge To:
(Include all Directions or Special Instructions)			Comments
Approved by: _____	Title: _____	Date Approved: _____	
TO BE COMPLETED BY TRANSPORTATION DEPARTMENT			
Date Received		Vehicle: ☐ Van ☐ Bus ☐ Coach	

		Commen
pproved by:	itle:	ate Approved:

Transportation — Blue — Transportation (Return to Office) — Yellow — Teacher — Pink — Office — White —

IX. Personnel: Instructional

Recommendation/Summary

Personnel – Instructional:

1. Typical information for the Instructional Personnel section is attached.
2. Dr. Graham has provided a recommendation for tenure for Mr. Fitzpatrick, Middle School Principal, effective October 27, 2017.



Grand Island Central School District Board of Education Meeting Coversheet

Meeting Date: October 10, 2017

Agenda Item: Personnel Instructional

Board Action Required: ☒

For Information Only: ☐

Detail: Resignations, Leave of Absence, Appointments, Tenure,
Substitute Teachers

Prepared By: Suzanne Pfleger

Recommended By: Dr. Brian Graham
Superintendent of Schools

PI1 RESIGNATION

Recommended Action: Acceptance of the following instructional resignation(s):

- a) Seena Salleh (Special Education teacher, Middle School) effective October 13, 2017.

PI2 REQUESTS FOR LEAVE OF ABSENCE

Recommended Action: Approval of the following requests for unpaid leave of absence:

- b) Melissa Nesselbeck (Teaching Assistant, Kaegebein) effective September 29, 2017.

PI3 APPOINTMENTS

Recommended Action: Approval of the following instructional appointments:

- a)

Name:	Melissa Nesselbeck
Residence:	Grand Island
Type of Appointment:	Short Term Substitute
Tenure Area:	Special Education
Current School Placement:	Kaegebein
Effective Date:	October 2, 2017
Ending Date:	June 22, 2018
Certification Status:	NYS Professional, SwD, Childhood Ed 1-6 eff. 9/13/14
Salary:	MA-1, \$44,440 pro rata
Additional information (not part of Board action):	Ms. Nesselbeck replaces Aliscia Krecisz. [37 apps, 2 GI grads]

- b)

Name:	Paula Sweet
Residence:	Buffalo
Type of Appointment:	Short Term Substitute
Tenure Area:	Elementary
Current School Placement:	Kaegebein
Effective Date:	October 18, 2017
Ending Date:	January 26, 2018
Certification Status:	NYS Professional, Childhood Ed 1-6 eff. 9/13/17
Salary:	STS, \$29,995 pro rata
Additional information (not part of Board action): Ms. Sweet replaces Melissa Aldridge who will be on maternity leave. [54 apps, 2 GI grads]	

c)

Name: Barbara Tewsley
 Residence: Youngstown
 Type of Appointment: Probationary
 Tenure Area: Teaching Assistant
 Current School Placement: Huth Road
 Effective Date: October 11, 2017
 Tenure Eligibility Date: October 11, 2021
 Certification Status: NYS Professional, Childhood Ed 1-6, Literacy B-6
 eff. 8/22/17
 Salary: TA-1, \$24,014
 Additional information (not part of Board action): Ms. Tewsley replaces Danielle Whiteside who resigned. [38 apps, 1 GI grads]

d) BUILDING BASED SUBSTITUTE TEACHERS AT CONTRACTUAL DAILY RATE OF \$100

Name	Building	Certification Area
Ginsberg, Andrew	MS	Non-certified building based sub at \$75/day until issuance of certification from NYS is verified
Mulcahy, John	MS	

e) EXTRACURRICULAR/SPORTS

Activity	Employee	Level	Stipend
Indoor Track Assistant	Dominique DeGregorio	A-2	\$3,419
Modified Boys Basketball	Robert Hennessy	A-1	\$2,702

PI4 TENURE APPOINTMENTS

Recommended Action: It is recommended that the Board of Education approve the tenure appointment of the following eligible probationary administrator:

Employee	Tenure Area	Tenure Date
John Fitzpatrick	Secondary Principal	10/27/17

Correction to tenure area title: Robert Julian is Secondary Assistant Principal

PI5 SUBSTITUTE TEACHER LIST

Recommended Action: Approval of the following modifications to the 2017-2018 substitute teacher list:

INSTRUCTIONAL PERSONNEL October 10, 2017

Additions:

Name	Address	Certification
Sweet, Paula	Buffalo	Childhood Ed

Removals:

Name	Address	Certification
Salleh, Seena	Grand Island	SwD ELA 7-12

October 2nd, 2017

Dr. Brian Graham
Superintendent
Grand Island Central School District
1100 Ransom Road
Grand Island, NY 14072

RECEIVED

OCT 02 2017

Personnel Department

BY:

Dear Dr. Graham,

I am writing to notify you that I am resigning from my position as a .3 Special Education Teacher at Veronica E. Connor Middle School and as a per diem Substitute for the Grand Island Central School District. My last day of employment will be October 13th, 2017.

I appreciate the opportunities I have been given during my time with your school district, as well as your professional guidance and support.

If I can assist with the transition, please do let me know.

Very sincerely,



Seena Salleh

seenasalleh@gmail.com

716-370-4234

CC: Mr. John Fitzpatrick

RECEIVED

SEP 28 2017

Personnel Department

September 28, 2017

To whom it may concern,

I have been offered the 4th grade long term substitute Special Education Teacher position at Kaegebein. In order for me to accept this position I am requesting to take a leave of absence from my current position (Special Education Teaching Assistant).

Sincerely,

Melissa Nesselbeck

5th grade Special Education Teaching Assistant

Kaegebein Elementary School

RECEIVED
SEP 25 2017
Personnel Department

Kaegebein Elementary School Memorandum



TO: Dr. Brian Graham
FROM: Mary Haggerty
DATE: September 22 , 2017
RE: Special Education LOA

I am recommending Melissa Nesselbeck for the substitute position created by Aliscia Kresciz's leave of absence for the TOSA position with Ms. Cuddy-Miller. Mrs. Nesselbeck was among 36 applicants, and is a Grand Island graduate. Mrs. Nesselbeck currently works as a special education Teaching Assistant in our building which will assist with a smooth transition. Her start date will be on or about October 2nd.

Grand Island Central School District

1100 Ransom Road • Grand Island, New York 14072
Telephone (716) 773-8800 • Fax (716) 773-6279
www.grandislandschools.org

RECEIVED

SEP 28 2017

Personnel Department

Grand Island Central School District

7/22/17
TO: Suzanne Pfleger
FROM: Jeffery Richards, Director of Human Resources and Staff Development
DATE: September 22, 2017
RE: Melissa Nesselbeck pay rate 2017-2018

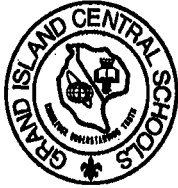
Melissa Nesselbeck was hired for the anticipated full year vacancy for Alicia Krecisz as Ms. Krecisz was appointed TOSA for the 2017-2018 school year in the curriculum office. As the vacancy was posted prior to the school year, Ms. Nesselbeck should be placed on Master's Step 1 at a salary rate of \$44,440. Her current rate as a TA with her credit hours is \$42,432. Her effective date will be 2 October 2017. Please adjust her pay and her seniority time accordingly. Additionally, I would expect her to submit a Leave of Absence Request shortly.

RECEIVED

SEP 26 2017

Personnel Department

Kaegebein Elementary School Memorandum



TO: Dr. Brian Graham
FROM: Mary Haggerty
DATE: September 26, 2017
RE: Maternity Leave Substitute

I am recommending Paula Kay Sweet for the substitute position created by Melissa Aldridge's upcoming maternity leave. position at Kaegebein. It will start on or about October 18th. Mrs. Sweet was among 54 applicants, with two Grand Island graduates. Mrs. Sweet has extensive teaching background in first and second grades. Mrs. Sweet was one of six candidates participating in a second round of interviewing and one of three who provided a demonstration lesson. I believe Mrs. Sweet will prove to be an excellent substitute for Melissa Aldridge.

RECOMMENDATION FOR HIRE



Job Information:

GITA

RECOMMENDATION FOR HIRE



Supervisors: Submit and return to Human Resources/Personnel

From: Max Pikula Date: 10,02,2017

Job Information:

Candidate's Name: John Mulcahy

Building: Veronica Connor Middle School

Tenure Area: NA

Replacing: NA

Reason NA

Start Date: 10,11,2017 FTE: NA

Current Employee? No Position: Building Based Substitute

of Applicants: 8 # Interviewed: 3

of GI Grads: 1

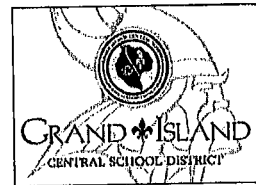
Previously Tenured? Yes ☐ No ☒ District/Dates: NA

Notes/Comments:

Building Based Substitute

GITA

RECOMMENDATION FOR HIRE



Supervisors: Submit and return to Human Resources/Personnel

From: Max Pikula Date: 10/02/2017

Job Information:

Candidate's Name: Andrew Ginsberg

Building: Veronica Connor Middle School

Tenure Area: NA

Replacing: NA

Reason NA

Start Date: 10/11/2017 FTE: NA

Current Employee? No Position: Building Based Substitute

of Applicants: 8 # Interviewed: 3

of GI Grads: 1

Previously Tenured? Yes No X District/Dates: NA

Notes/Comments:

Building Based Substitute



RECEIVED

OCT 03 2017

Personnel Department

Athletics



TO: Personnel
FROM: Jon Roth
RE: BOE Approval 10/10/2017
DATE: October 3, 2017

At this time, I wish to recommend the following to the Winter 2017-2018 coaching staff:

INDOOR TRACK ASST

Dominique DeGregorio

STEP A2

\$3,419

MODIFIED BOYS BASKETBALL

Rob Hennessy

STEP A1

\$2,702

Thank you. I appreciate your support regarding these recommendations.

RECEIVED

SEP 19 2017

Personnel Department

To: Board of Education
From: Brian Graham, Ed.D.
Date: 9/18/2017

I am pleased to provide the Board with this recommendation to grant tenure for Mr. John Fitzpatrick, as a secondary principal in the Grand Island School District. Given your approval, the effective date of his Tenure will be October 27, 2017.

Please review a section of the minutes from the October 6, 2014 Board agenda (shown below) for your information.

Thank you for your consideration.

**Grand Island Central School District
Board of Education
High School Professional Development Room**

Minutes - Monday, October 6, 2014

PI2 APPOINTMENTS

Recommended Action: Approval of the following instructional appointments:

a)

Name:	John Fitzpatrick
Residence:	Williamsville
Type of Appointment:	Probationary
Tenure Area:	Secondary Principal
Current School Placement:	Veronica E. Connor Middle School
Effective Date:	October 27, 2014
Tenure Eligible Date:	October 27, 2017
Certification Status:	NYS Perm, SDA eff. 2/01/07; SAS eff. 2/01/12
Salary:	\$92,000

Additional information (not part of Board action): Mr. Fitzpatrick has been serving as an Assistant Principal in Niagara Wheatfield for seven years.

[55 applicants]

IX. Personnel: Non - Instructional

Recommendation/Summary

Personnel: Non - Instructional:

1. Typical information for the Non-Instructional Personnel section is attached.
2. BOE Resolution on Abolishment of one (1) Account Clerk Typist
3. BOE Resolution on Layoff of current Regular Part Time Account Clerk Typist - Lisa Gallagher will be placed on the PEL List effective 10/29/17 through 10/29/21.
- 4.



Grand Island Central School District Board of Education Meeting Coversheet

Meeting Date: October 10, 2017

Agenda Item: SRP Personnel

Board Action Required: ☒

For Information Only: ☐

Detail: SRP Personnel LWOP, Appointments, Abolishment of Position

Prepared By: Terry Weaver

Recommended By: Dr. Brian Graham
Superintendent of Schools

PNI1 REQUEST FOR LEAVE OF ABSENCE

- a) Recommended Action: Approval of the following requests for unpaid leave of absence:

Dennis Clark – Bus Driver, effective 11/10/17-11/23/17 (5 days LWOP)
Trip to Israel and Jordan.

PNI2 APPOINTMENTS

Recommended Action: Approval of the following non-instructional appointments:

a)

NAME:	Kristen Thore
ASSIGNMENT:	Clerk Typist - Kaegebein
EFFECTIVE:	10/11/17
BEGINNING DATE:	10/11/17
SALARY:	\$16.37
ADDITIONAL INFORMATION:	(5 applicants 5 GI Residents) Probationary Period 10/2/17-4/2/18.

b)

NAME:	Joseph Roncone
ASSIGNMENT:	Bus Driver
EFFECTIVE:	10/11/17
BEGINNING DATE:	10/14/17
SALARY:	\$17.81
ADDITIONAL INFORMATION:	Permanent Appointment

c)

NAME:	Debbie Mucci
ASSIGNMENT:	School Monitor -Hall
EFFECTIVE:	10/11/17
BEGINNING DATE:	9/19/17
SALARY:	\$18.38
ADDITIONAL INFORMATION:	Permanent Appointment

PNI3

Abolishment of Position:

BE IT HEREBY RESOLVED, that, upon the recommendation of the Superintendent, due to reasons of economy and efficiency, the Board of Education of the Grand Island Central School District hereby abolishes one (1) regular part time position in the civil service competitive classification of Account Clerk Typist, effective 29 October 2017.

Employee to be Excessed:

Upon the recommendation of the Superintendent, due to reasons of economy and efficiency, the Board has determined that Ms. Lisa Gallagher is the least senior Account Clerk Typist in that title and such Ms. Gallagher shall be excessed effective 29 October 2017.

Placement on the Preferred Eligible List:

Upon the recommendation of the Superintendent and in accordance with the School Related Personnel Agreement, Section 3.4.4, Lisa Gallagher will be placed on the Preferred Eligible List for recall to the position of Account Clerk Typist for a period of four (4) years, effective 29 October 2017.

To Whom It May Concern:

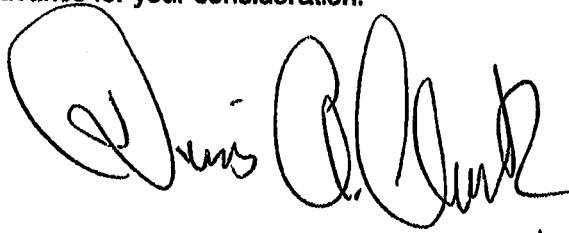
From: Dennis A Clark, Bus Driver

Please accept this letter as my request for leave without pay for the time period of November 10-23, 2017.

I have planned to travel with my church group on a group pilgrimage to the Holy Land of Israel and Jordan during this timeframe.

I will make myself available if you should have any questions or comments regarding this request.

Thanking you in advance for your consideration.



Brian,

This is after a holiday (Nov. 10th) and
Before Thanksgiving - (Nov. 23rd)

RECEIVED

SEP 12 2017

Superintendent's Office

Kaegebein Elementary School Memorandum



TO: Dr. Brian Graham
FROM: Mary Haggerty
DATE: September 22, 2017
RE: Attendance Clerk Recommendation SEP 25 2017

RECEIVED

PERSONNEL

I am recommending Kristen Thore for the Attendance Clerk position here at Kaegebein Elementary School. Ms. Thore has completed both the Clerk Typist and Senior Clerk Typist Civil Service exams and is reachable on both. Ms. Thore is a life-long resident of Grand Island and her daughter is a student at the Middle School. The process for selecting Ms. Thore included two rounds of interviews which included several scenarios and a prioritizing task. Ms. Thore performed very well on all components. I believe she will make an excellent addition to the Grand Island School District.



Recommendation

Transportation Center
2451 Baseline Road
Grand Island, NY 14072

Date: October 2, 2017

To: Jeffery Richards

From: Transportation

Re: Permanent Bus Driver

I would like to recommend Joseph Roncone as a Permanent Bus Driver effective October 14, 2017

Sincerely,

A handwritten signature in cursive script, appearing to read "Theresa Alizadeh".

Theresa Alizadeh
Supervisor of Transportation

Cc: Theresa Weaver, Personnel
Jude Kuehne, Human Resources
Robert McDow, Finance & Business

September 12, 2017

To: Dr. Brian Graham
Grand Island Board of Education

I would like to recommend that Deborah Mucci be appointed as a permanent hall monitor for the high school effective September 12, 2017.

Thank you,

Michael V. Lauria

High School Principal
Grand Island Senior High School
1100 Ransom Rd.
Grand Island, New York 14072

Grand Island Central School District

1100 Ransom Road • Grand Island, New York 14072

Telephone (716) 773-8800 • Fax (716) 773-6279

www.grandislandschools.org

Memo

Date: 28 September 2017

To: The Board of Education of Grand Island Central School District

From: Dr. Brian Graham, Superintendent of Schools

Re: Recommendation for Abolishment of Account Clerk Typist Position

I would like to make the following recommendations to the Board of Education:

- Due to reasons of economy and efficiency, abolish the position of one (1) Regular Part Time Account Clerk Typist.
- Due to reasons of economy and efficiency, Lisa Gallagher, who is the least senior staff member in the civil service position of the competitive position of Account Clerk Typist, is excessed effective 29 October 2017.
- In accordance with the School Related Personnel Collective Bargaining Agreement, Section 3.4.4, Lisa Gallagher is placed on the preferred eligible list for recall to the position of Account Clerk Typist for a period of four years, effective 29 October 2017.

10 October 2017

RESOLUTION BY THE BOARD OF EDUCATION

Abolishment of Position:

BE IT HEREBY RESOLVED, that, upon the recommendation of the Superintendent, due to reasons of economy and efficiency, the Board of Education of the Grand Island Central School District hereby abolishes one (1) regular part time position in the civil service competitive classification of Account Clerk Typist, effective 29 October 2017.

Employee to be Excessed:

Upon the recommendation of the Superintendent, due to reasons of economy and efficiency, the Board has determined that Ms. Lisa Gallagher is the least senior Account Clerk Typist in that title and such Ms. Gallagher shall be excessed effective 29 October 2017.

Placement on the Preferred Eligible List:

Upon the recommendation of the Superintendent and in accordance with the School Related Personnel Agreement, Section 3.4.4, Lisa Gallagher will be placed on the Preferred Eligible List for recall to the position of Account Clerk Typist for a period of four (4) years, effective 29 October 2017.

X. Finance

Recommendation/Summary

Finance:

1. Mr. McDow will review the following informational items:
 - a. Appropriation Status Report
 - b. Check Warrants
 - c. Treasurer's Report
 - d. Revenue Status Report
2. The following items will need your approval:
 - a. Obsolete equipment –
 - b. External Auditor Report
 - c. SRP Contract Extension

Grand Island Central School District

1100 Ransom Road • Grand Island, New York 14072

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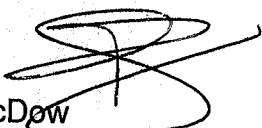
Meeting Date: October 10, 2017

Agenda Item: Appropriation Status Report

Board Action Required: ☐

For Information Only: ☒

Detail: Detail report of the District's budget and expenditures.

Prepared By: 
Robert McDow
Assistant Superintendent of School Business and
Finance

Recommended By: Dr. Brian Graham
Superintendent of Schools

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/17 - 06/30/18 (Detail)

ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 1010.400-02	BOE - CONTRACT	10,000.00	11,000.00	21,000.00	7,781.00	10,000.00	3,219.00
A 1010.425-02	BOE - MISC	10,000.00	0.00	10,000.00	178.42	3,171.58	6,650.00
A 1010.430-02	BOE - CONF & TRAVEL	4,000.00	0.00	4,000.00	1,075.00	980.00	1,945.00
A 1010.450-02	BOE - SUPPLIES	500.00	0.00	500.00	0.00	0.00	500.00
A 1010.490-08	BOE - BOCES	3,300.00	100.00	3,400.00	566.68	2,833.32	0.00
A 1010.....BOARD OF EDUCATION							
A 1040.161-02	DIST CLK-OVERTIME	27,800.00	11,100.00	38,900.00	9,601.10	16,984.90	12,314.00
A 1040.....DISTRICT CLERK							
A 1060.400-02	DIST MTG-CONTRACT	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
A 1060.450-02	DIST MTG-SUPPLIES	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
A 1060.....DISTRICT MEETING							
A 1240.150-02	SUPT - ADM	5,500.00	0.00	5,500.00	0.00	2,100.00	3,400.00
A 1240.160-02	SUPT - NON-INSTRUCT	166,922.00	0.00	166,922.00	41,005.29	0.00	125,916.71
A 1240.400-02	SUPT - CONTRACT	62,173.00	0.00	62,173.00	18,954.33	0.00	43,218.67
A 1240.430-02	SUPT - CONF & TRAVEL	7,000.00	0.00	7,000.00	1,987.25	0.00	5,012.75
A 1240.450-02	SUPT - SUPPLIES	3,000.00	1,400.00	4,400.00	1,420.00	2,436.70	543.30
A 1240.....CHIEF SCHOOL ADMINISTRATOR							
A 1310.150-05	BUS ADM - ADM SAL	1,000.00	0.00	1,000.00	0.00	500.00	500.00
A 1310.160-05	BUS ADM - N-INST	240,095.00	1,400.00	241,495.00	63,366.87	2,936.70	175,191.43
A 1310.161-05	BUS ADM - N-INST OVRTIME	138,573.00	0.00	138,573.00	33,620.02	0.00	104,952.98
A 1310.162-05	BUS ADM - N-INST SUBS	151,897.00	0.00	151,897.00	32,720.53	0.00	119,176.47
A 1310.200-05	BUS ADM - EQUIPMENT	14,000.00	0.00	14,000.00	2,177.63	0.00	11,822.37
A 1310.400-05	BUS ADM - CONTRACTUAL	59,000.00	0.00	59,000.00	19,026.09	0.00	39,973.91
A 1310.415-05	BUS ADM - EQUIP REPAIR	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
A 1310.425-05	BUS ADM - MISC	121,775.00	0.00	121,775.00	13,148.48	63,413.93	45,212.59
A 1310.430-05	BUS ADM - CONF & TRAVEL	500.00	0.00	500.00	0.00	0.00	500.00
A 1310.450-05	BUS ADM - SUPPLIES	88,131.00	0.00	88,131.00	4,479.47	29,415.23	54,236.30
A 1310.490-08	BUSINESS OFFICE - BOCES	3,700.00	0.00	3,700.00	0.00	1,468.00	2,232.00
A 1310.....BUSINESS ADMINISTRATION							
A 1320.400-05	AUDIT - CONTRACTUAL	28,179.00	0.00	28,179.00	353.85	11,126.45	16,698.70
A 1320.....AUDITING							
A 1325.160-05	TREAS- N-INST SAL	0.00	10,000.00	10,000.00	1,658.34	8,341.66	0.00
A 1325.....TREASURER							
A 1420.400-05	LEGAL - CONTRACTUAL	608,755.00	10,000.00	618,755.00	107,184.41	113,765.27	397,805.32
A 1420.490-08	LEGAL - BOCES	40,000.00	0.00	40,000.00	6,200.00	27,500.00	6,300.00
A 1420.....LEGAL							
A 1430.150-10	PERSONNEL - ADMIN SAL	4,200.00	0.00	4,200.00	0.00	0.00	4,200.00
A 1430.160-10	PERSL - NINST SAL	4,200.00	0.00	4,200.00	0.00	0.00	4,200.00
A 1430.161-10	PERSL - NINST OVERTIME	150,000.00	0.00	150,000.00	2,884.06	127,115.94	20,000.00
A 1430.400-10	PERSL - CONTRACTUAL	60,000.00	0.00	60,000.00	5,885.50	54,114.50	0.00
A 1430.425-10	MISCELLANEOUS	210,000.00	0.00	210,000.00	8,769.56	181,230.44	20,000.00
A 1430.430-10	PERSONNEL CONF & TRAVEL	111,513.00	0.00	111,513.00	27,284.99	0.00	84,228.01
		67,098.00	0.00	67,098.00	15,487.20	0.00	51,610.80
		200.00	0.00	200.00	59.58	0.00	140.42
		4,000.00	0.00	4,000.00	922.00	1,578.00	1,500.00
		100.00	0.00	100.00	50.00	0.00	50.00
		7,500.00	1,248.94	8,748.94	1,245.52	2,182.67	5,320.75

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/17 - 06/30/18 (Detail)

ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 1430.450-10	PERSL - SUPPLIES	200.00	0.00	200.00	0.00	0.00	200.00
A 1430.490-08	PERSL - BOCES SERVICES	20,521.00	1,300.00	21,821.00	3,631.00	18,190.00	0.00
A 1430.....PERSONNEL	*	211,132.00	2,548.94	213,680.94	48,680.29	21,950.67	143,049.98
A 1480.425-05	PUBLIC INFO - MISC	4,000.00	0.00	4,000.00	0.00	4,000.00	0.00
A 1480.....PUBLIC INFORMATION & SERVICES	*	4,000.00	0.00	4,000.00	0.00	4,000.00	0.00
A 1620.160-01	OP PLNT - NINST SALARIES	1,432,076.00	0.00	1,432,076.00	304,055.89	0.00	1,128,020.11
A 1620.161-01	OP PLNT - NINST OVERTIME	35,000.00	0.00	35,000.00	4,806.06	0.00	30,193.94
A 1620.162-01	OP PLNT - NINST SUBS	17,500.00	0.00	17,500.00	2,444.40	0.00	15,055.60
A 1620.167-01	OP PLNT - SUMMER HELP	11,000.00	0.00	11,000.00	10,112.25	0.00	887.75
A 1620.200-01	OP PLNT - EQUIPMENT	35,000.00	0.00	35,000.00	8,174.14	18,832.09	7,993.77
A 1620.400-01	OP PLNT - CONTRACTUAL	58,650.00	0.00	58,650.00	2,828.50	6,759.00	49,062.50
A 1620.405-01	OP PLNT - UTILITIES	1,123,463.00	0.00	1,123,463.00	67,314.71	1,052,531.45	3,616.84
A 1620.425-01	OP PLNT - MISCELLANEOUS	100.00	0.00	100.00	0.00	0.00	100.00
A 1620.430-01	OP PLNT - CONF & TRAVEL	500.00	0.00	500.00	0.00	500.00	0.00
A 1620.445-05	DISTRICT ARCHITECT	100,000.00	0.00	100,000.00	0.00	25,000.00	75,000.00
A 1620.450-01	OP PLNT - SUPPLIES	154,765.00	(7,000.00)	147,765.00	27,529.93	58,314.68	61,920.39
A 1620.....OPERATION OF PLANT	*	2,968,054.00	(7,000.00)	2,961,054.00	427,265.88	1,161,937.22	1,371,850.90
A 1621.160-01	MAINT - N-INST SALARIES	533,656.00	0.00	533,656.00	124,573.08	0.00	409,082.92
A 1621.161-01	MAINT - N-INST OVERTIME	40,000.00	0.00	40,000.00	4,014.43	0.00	35,985.57
A 1621.165-01	MAINT-ADMINISTRATION SALARY	77,932.00	0.00	77,932.00	18,987.28	0.00	58,944.72
A 1621.200-01	MAINT - EQUIPMENT	41,000.00	0.00	41,000.00	6,700.40	0.00	34,299.60
A 1621.400-01	MAINT - CONTRACTUAL	212,700.00	3,650.00	216,350.00	79,992.68	104,984.98	31,372.34
A 1621.415-01	MAINT - EQUIP REPAIR	500.00	0.00	500.00	391.82	0.00	108.18
A 1621.425-01	MAINT - MISCELLANEOUS	100.00	0.00	100.00	0.00	0.00	100.00
A 1621.430-01	MAINT - CONF & TRAVEL	1,000.00	2,000.00	3,000.00	0.00	2,495.00	505.00
A 1621.450-01	MAINT - SUPPLIES	117,000.00	0.00	117,000.00	33,503.64	43,504.45	39,991.91
A 1621.451-01	MAINT - GASOLINE	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
A 1621.....MAINTENANCE OF PLANT	*	1,043,888.00	5,650.00	1,049,538.00	268,163.33	150,984.43	630,390.24
A 1670.490-08	TRANS-BOCES SER	25,000.00	0.00	25,000.00	4,166.66	20,833.34	0.00
A 1670.....CENTRAL PRINTING & MAILING	*	25,000.00	0.00	25,000.00	4,166.66	20,833.34	0.00
A 1680.490-08	BOCES - BOCES	800,000.00	(69,000.00)	731,000.00	177,413.09	553,586.91	0.00
A 1680.....CENTRAL DATA PROCESSING	*	800,000.00	(69,000.00)	731,000.00	177,413.09	553,586.91	0.00
A 1910.400-05	UNALLOC INS CONT	280,000.00	0.00	280,000.00	243,074.33	4,956.00	31,969.67
A 1910.....UNALLOCATED INSURANCE	*	280,000.00	0.00	280,000.00	243,074.33	4,956.00	31,969.67
A 1950.400-05	ASN SCH PROP - CONTRACT	45,000.00	0.00	45,000.00	0.00	0.00	45,000.00
A 1950.....ASSESSMENTS ON SCHOOL PROPERTY	*	45,000.00	0.00	45,000.00	0.00	0.00	45,000.00
A 1964.400-05	REFUNDS - R PROP - CONT	85,000.00	0.00	85,000.00	2,028.05	0.00	82,971.95
A 1964.....REFUND ON REAL PROPERTY TAXES	*	85,000.00	0.00	85,000.00	2,028.05	0.00	82,971.95
A 1981.490-08	ADM CHGE - BOCES	264,835.00	0.00	264,835.00	43,396.68	221,438.32	0.00
A 1981.....BOCES ADMINISTRATIVE COSTS	*	264,835.00	0.00	264,835.00	43,396.68	221,438.32	0.00
A 1989.400-05	UNCLASSD - CONTRACT	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/17 - 06/30/18 (Detail)

ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 1989.....UNCLASSIFIED		4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
A 2010.150-04	CURR DEV-INST SALARIES	134,383.00	0.00	134,383.00	33,286.78	0.00	101,096.22
A 2010.152-04	CURR DEV-INST SUBS	21,205.00	0.00	21,205.00	5,942.50	0.00	15,262.50
A 2010.154-04	CURR DEV-INST WORKSHOPS	28,340.00	0.00	28,340.00	0.00	0.00	28,340.00
A 2010.160-04	CURR DEV-N-INST SAL	46,302.00	0.00	46,302.00	13,875.55	0.00	32,426.45
A 2010.400-04	CURR DEV-CONTRACT	45,000.00	0.00	45,000.00	0.00	0.00	45,000.00
A 2010.430-04	CURR DEV-CONF & TRAVEL	3,200.00	0.00	3,200.00	630.39	2,290.04	279.57
A 2010.450-04	CURR DEV-SUPPLIES	5,000.00	0.00	5,000.00	254.97	2,217.98	2,527.05
A 2010....CURRICULUM DEVEL & SUPERVISION *		283,430.00	0.00	283,430.00	53,990.19	4,508.02	224,931.79
A 2020.150-20	SUPVSN - INST SALARIES	99,169.00	0.00	99,169.00	24,161.67	0.00	75,007.33
A 2020.150-30	SUPVSN - INST SALARIES	132,154.00	0.00	132,154.00	32,198.40	0.00	99,955.60
A 2020.150-40	SUPVSN - INST SALARIES	183,843.00	0.00	183,843.00	44,791.83	0.00	139,051.17
A 2020.150-60	SUPVSN - INST SALARIES	275,630.00	0.00	275,630.00	64,144.05	0.00	211,485.95
A 2020.150-80	SUPVSN - INST SALARIES	113,551.00	0.00	113,551.00	27,665.82	0.00	85,885.18
A 2020.160-20	SUPVSN - N-INST SAL	55,660.00	0.00	55,660.00	10,157.11	0.00	45,502.89
A 2020.160-30	SUPVSN - N-INST SAL	58,343.00	0.00	58,343.00	9,319.50	0.00	49,023.50
A 2020.160-40	SUPVSN - N-INST SAL	69,474.00	0.00	69,474.00	12,714.01	0.00	56,759.99
A 2020.160-60	SUPVSN - N-INST SAL	96,252.00	0.00	96,252.00	11,887.52	0.00	84,364.48
A 2020.160-80	SUPVSN - N-INST SAL	63,786.00	0.00	63,786.00	12,395.75	0.00	51,390.25
A 2020.161-20	SUPVSN - N-INST OVERT	0.00	0.00	0.00	12.60	0.00	(12.60)
A 2020.161-30	SUPVSN - N-INST OVERT	0.00	0.00	0.00	800.06	0.00	(800.06)
A 2020.161-40	SUPVSN - N-INST OVERT	0.00	0.00	0.00	101.18	0.00	(101.18)
A 2020.161-60	SUPVSN - N-INST OVERT	3,726.00	0.00	3,726.00	98.26	0.00	3,627.74
A 2020.161-80	SUPVSN - N-INST OVERT	300.00	0.00	300.00	82.58	0.00	217.42
A 2020.200-40	SUPVSN - EQUIPMENT	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
A 2020.400-20	SUPVSN - CONTRACTUAL	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
A 2020.400-30	SUPVSN - CONTRACTUAL	1,200.00	0.00	1,200.00	0.00	966.34	233.66
A 2020.400-40	SUPVSN - CONTRACTUAL	800.00	0.00	800.00	0.00	125.00	675.00
A 2020.400-60	SUPVSN - CONTRACTUAL	2,300.00	125.00	2,425.00	480.00	125.00	1,820.00
A 2020.400-80	SUPVSN - CONTRACTUAL	800.00	0.00	800.00	0.00	0.00	800.00
A 2020.415-60	SUPVSN - EQUIP REPAIR	100.00	0.00	100.00	0.00	0.00	100.00
A 2020.415-80	SUPVSN - EQUIP REPAIR	128.00	0.00	128.00	0.00	118.00	10.00
A 2020.420-30	PRINTING	1,200.00	0.00	1,200.00	0.00	0.00	1,200.00
A 2020.420-60	SUPVSN - PRINTING	1,400.00	0.00	1,400.00	0.00	0.00	1,400.00
A 2020.420-80	SUPVSN - PRINTING	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2020.425-20	SUPVSN - MISC	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2020.425-30	SUPVSN - MISC	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 2020.425-40	SUPVSN - MISCELLANEOUS	6,500.00	(1,000.00)	5,500.00	560.70	4,163.30	776.00
A 2020.425-60	SUPVSN - MISCELLANEOUS	4,000.00	0.00	4,000.00	229.42	69.95	3,700.63
A 2020.430-20	SUPVSN - CONF & TRAVEL	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
A 2020.430-30	SUPVSN - CONF & TRAVEL	250.00	0.00	250.00	0.00	0.00	250.00
A 2020.430-40	SUPVSN - CONF & TRAVEL	300.00	0.00	300.00	0.00	0.00	300.00

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/17 - 06/30/18 (Detail)

ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 2020.430-60	SUPVSN - CONF & TRAVEL	800.00	0.00	800.00	0.00	300.00	500.00
A 2020.430-80	SUPVSN - CONF & TRAVEL	200.00	0.00	200.00	0.00	0.00	200.00
A 2020.431-30	SRP - CONF & TRAVEL	200.00	0.00	200.00	0.00	0.00	200.00
A 2020.431-60	SUPVSN - SRP C & T	300.00	0.00	300.00	0.00	0.00	300.00
A 2020.431-80	SRP - CONF & TRAVEL	150.00	0.00	150.00	0.00	0.00	150.00
A 2020.450-20	SUPVSN - SUPPLIES	6,538.00	0.00	6,538.00	840.42	2,774.00	2,923.58
A 2020.450-30	SUPVSN - SUPPLIES	11,000.00	0.00	11,000.00	3,407.72	0.00	7,592.28
A 2020.450-40	SUPVSN - SUPPLIES	3,400.00	0.00	3,400.00	0.00	200.00	3,200.00
A 2020.450-60	SUPVSN - SUPPLIES	15,200.00	0.00	15,200.00	1,282.06	2,014.40	11,903.54
A 2020.....SUPERVISION-REGULAR SCHOOL		1,219,654.00	(875.00)	1,218,779.00	257,330.66	10,855.99	950,592.35
A 2060.490-08	RES PLAN-BOCES	38,351.00	6,700.00	45,051.00	7,493.28	37,557.72	0.00
A 2060.....RESEARCH, PLANNING & EVALUAT		38,351.00	6,700.00	45,051.00	7,493.28	37,557.72	0.00
A 2070.490-08	SPEC NEEDS - BOCES	50,694.00	21,000.00	71,694.00	11,917.02	59,776.98	0.00
A 2070.....INSERVICE TRAINING-INSTRUCTION		50,694.00	21,000.00	71,694.00	11,917.02	59,776.98	0.00
A 2110.120-20	TEACHING - INST 1-6	1,487,189.00	0.00	1,487,189.00	149,952.29	0.00	1,337,236.71
A 2110.120-30	TEACHING - INST 1-6	1,096,521.00	0.00	1,096,521.00	112,709.31	0.00	983,811.69
A 2110.120-80	TEACHING - INST 1-6	2,022,098.00	0.00	2,022,098.00	193,104.82	0.00	1,828,993.18
A 2110.125-20	TEACHING - 4-6	719,104.00	0.00	719,104.00	68,045.77	0.00	651,058.23
A 2110.125-30	TEACHING - 4-6	742,345.00	0.00	742,345.00	75,035.06	0.00	667,309.94
A 2110.125-40	TEACHING - 4-6	565,102.00	0.00	565,102.00	71,131.89	0.00	493,970.11
A 2110.130-05	TEACHING - SEC 7-12	1,018,801.00	0.00	1,018,801.00	0.00	0.00	1,018,801.00
A 2110.130-06	TEACHING - SEC 7-12	3,400.00	0.00	3,400.00	356.63	0.00	3,043.37
A 2110.130-13	PHYS ED - TEACHING	21,700.00	0.00	21,700.00	3,425.25	0.00	18,274.75
A 2110.130-40	TEACHING - SEC 7-12	3,338,299.00	0.00	3,338,299.00	362,506.66	0.00	2,975,792.34
A 2110.130-60	TEACHING - SEC 7-12	4,912,960.00	0.00	4,912,960.00	509,545.45	0.00	4,403,414.55
A 2110.130-96	STEP STIPEND	210,000.00	0.00	210,000.00	0.00	0.00	210,000.00
A 2110.130-97	GITA INS STIPEND	85,000.00	0.00	85,000.00	1,800.00	0.00	83,200.00
A 2110.130-98	GITA - RET CASH PAYMENT	60,000.00	0.00	60,000.00	33,500.00	0.00	26,500.00
A 2110.131-60	AAP PROGRAM	23,000.00	0.00	23,000.00	705.36	0.00	22,294.64
A 2110.140-05	TEACHING - INST SUBS	150,000.00	0.00	150,000.00	4,797.50	0.00	145,202.50
A 2110.141-05	INST SUBS - NON-CERT	30,000.00	0.00	30,000.00	5,290.00	0.00	24,710.00
A 2110.142-05	INST SUBS - RETIRED/NON-CERT OVE	40,000.00	0.00	40,000.00	1,140.00	0.00	38,860.00
A 2110.143-05	INST SUBS-NON-CERT OVER 10 DAYS	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
A 2110.144-05	INST SUBS-SHORT TERM OVER 40 DAY	110,000.00	0.00	110,000.00	7,881.33	0.00	102,118.67
A 2110.145-05	SUBS - BUILDING BASED	60,000.00	0.00	60,000.00	10,475.00	0.00	49,525.00
A 2110.160-13	NON-INSTRUCTIONAL SALARY	6,000.00	0.00	6,000.00	78.00	0.00	5,922.00
A 2110.160-20	TEACHING - N-INSTRUCT	23,378.00	0.00	23,378.00	1,958.02	0.00	21,419.98
A 2110.160-30	TEACHING - N-INSTRUCT	22,554.00	0.00	22,554.00	1,912.49	0.00	20,641.51
A 2110.160-40	TEACHING - N-INSTRUCT	93,725.00	0.00	93,725.00	6,317.54	0.00	87,407.46
A 2110.160-60	TEACHING - N-INSTRUCT	128,176.00	0.00	128,176.00	8,937.69	0.00	119,238.31
A 2110.160-80	TEACHING - N-INSTRUCT	29,686.00	0.00	29,686.00	2,440.34	0.00	27,245.66
A 2110.160-97	SRP INS STIPEND	40,000.00	0.00	40,000.00	0.00	0.00	40,000.00

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/17 - 06/30/18 (Detail)

ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 2110.162-05	SRP TEACHING SUBS	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
A 2110.200-05	TEACHING - EQUIPMENT	32,662.00	(1,022.00)	31,640.00	4,978.00	0.00	26,662.00
A 2110.200-06	TEACHING - EQUIPMENT	11,560.00	0.00	11,560.00	4,227.00	4,312.00	3,021.00
A 2110.200-13	TEACHING - EQUIPMENT	3,612.00	0.00	3,612.00	555.63	2,576.27	480.10
A 2110.200-20	TEACHING - EQUIPMENT	8,500.00	4,708.50	13,208.50	11,113.60	0.00	2,094.90
A 2110.200-30	TEACHING - EQUIPMENT	8,627.00	0.00	8,627.00	4,254.51	0.00	4,372.49
A 2110.200-40	TEACHING - EQUIPMENT	6,800.00	405.94	7,205.94	0.00	1,617.99	5,587.95
A 2110.200-60	EQUIPMENT	21,505.00	0.00	21,505.00	0.00	2,776.80	18,728.20
A 2110.200-80	TEACHING - EQUIPMENT	3,537.00	0.00	3,537.00	0.00	0.00	3,537.00
A 2110.400-05	TEACHING - CONTRACTUAL	238,779.00	(24,400.00)	214,379.00	9,050.00	29,950.00	175,379.00
A 2110.400-06	TEACHING - CONTRACTUAL	9,300.00	0.00	9,300.00	0.00	4,000.00	5,300.00
A 2110.400-13	TEACHING - CONTRACTUAL	4,000.00	0.00	4,000.00	1,999.60	725.00	1,275.40
A 2110.400-40	TEACHING - CONTRACTUAL	4,000.00	0.00	4,000.00	0.00	165.00	3,835.00
A 2110.400-60	TEACHING - CONTRACTUAL	9,575.00	0.00	9,575.00	4,000.00	4,800.00	775.00
A 2110.400-80	TEACHING - CONTRACTUAL	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
A 2110.410-06	TEACHING - CONTRACTUAL	14,000.00	0.00	14,000.00	7,334.00	0.00	6,666.00
A 2110.410-60	TEACHING - STUDENT SER	10,000.00	0.00	10,000.00	0.00	9,417.00	583.00
A 2110.415-06	TEACHING - EQUIP REPAIR	8,000.00	0.00	8,000.00	2,065.00	5,935.00	0.00
A 2110.415-13	TEACHING - EQUIP REPAIR	1,800.00	0.00	1,800.00	0.00	0.00	1,800.00
A 2110.415-61	HS ART - EQUIP REPAIR	300.00	0.00	300.00	0.00	0.00	300.00
A 2110.415-62	HS SCIENCE - EQUIP REPAIR	500.00	0.00	500.00	0.00	0.00	500.00
A 2110.425-13	TEACHING - MISC	1,000.00	0.00	1,000.00	50.50	870.00	79.50
A 2110.425-30	TEACHING - MISC	2,000.00	0.00	2,000.00	116.44	383.56	1,500.00
A 2110.425-60	TEACHING - MISC	2,400.00	0.00	2,400.00	0.00	0.00	2,400.00
A 2110.430-06	TEACHING - CONF & TRAVEL	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2110.430-13	TEACHING - CONF & TRAVEL	638.00	0.00	638.00	0.00	0.00	638.00
A 2110.430-20	TEACHING - CONF & TRAVEL	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 2110.430-30	TEACHING - CONF & TRAVEL	800.00	0.00	800.00	0.00	0.00	800.00
A 2110.430-40	TEACHING - CONF & TRAVEL	400.00	0.00	400.00	0.00	0.00	400.00
A 2110.430-60	TEACHING - CONF & TRAVEL	2,339.00	1,000.00	1,400.00	0.00	0.00	1,400.00
A 2110.430-80	TEACHING - CONF & TRAVEL	800.00	0.00	800.00	285.00	0.00	2,054.00
A 2110.450-01	TEACHING - SUPPLIES	1,035.00	0.00	1,035.00	0.00	0.00	800.00
A 2110.450-06	TEACHING - SUPPLIES	9,500.00	0.00	9,500.00	1,008.96	0.00	26.04
A 2110.450-13	TEACHING - SUPPLIES	8,500.00	0.00	8,500.00	3,778.04	4,856.86	865.10
A 2110.450-14	ED REL SPT SUPPLIES	500.00	0.00	500.00	1,085.33	4,296.12	3,118.55
A 2110.450-20	TEACHING - SUPPLIES	20,000.00	0.00	20,000.00	339.82	123.69	36.49
A 2110.450-30	TEACHING - SUPPLIES	11,590.00	0.00	11,590.00	3,272.26	13,990.20	2,737.54
A 2110.450-34	TEACHING - SUPPLIES	2,400.00	0.00	2,400.00	2,830.23	7,976.73	783.04
A 2110.450-40	TEACHING - SUPPLIES	10,750.00	0.00	10,750.00	0.00	1,846.12	553.88
A 2110.450-42	SCIENCE - SUPPLIES	3,780.00	0.00	3,780.00	408.96	7,544.02	2,797.02
A 2110.450-43	ENGLISH - SUPPLIES	600.00	0.00	600.00	0.00	2,623.94	1,156.06
A 2110.450-44	MATH- SUPPLIES	325.00	0.00	325.00	0.00	187.18	412.82
						320.84	4.16

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/17 - 06/30/18 (Detail)

ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 2110.450-45	SOCIAL STUDIES- SUPPLIES	500.00	0.00	500.00	0.00	0.00	500.00
A 2110.450-46	ART - SUPPLIES	4,450.00	1,000.00	5,450.00	1,984.28	0.00	3,465.72
A 2110.450-47	TECHNOLOGY - SUPPLIES	4,450.00	1,000.00	5,450.00	2,007.12	2,228.59	1,214.29
A 2110.450-48	FOREIGN LANG - SUPPLIES	760.00	0.00	760.00	160.80	327.95	271.25
A 2110.450-49	HOME EC - SUPPLIES	3,300.00	0.00	3,300.00	1,285.04	968.08	1,046.88
A 2110.450-60	TEACHING - SUPPLIES	13,000.00	0.00	13,000.00	101.00	5,630.66	7,268.34
A 2110.450-61	HS ART - SUPPLIES	9,050.00	0.00	9,050.00	1,922.49	3,785.71	3,341.80
A 2110.450-62	HS SCIENCE - SUPPLIES	13,584.00	488.67	14,072.67	0.00	2,790.59	11,282.08
A 2110.450-63	HS ENGLISH - SUPPLIES	1,600.00	0.00	1,600.00	277.52	438.00	884.48
A 2110.450-64	HS FOREIGN LANG - SUPPLIES	1,000.00	0.00	1,000.00	749.98	0.00	250.02
A 2110.450-65	HS HEALTH - SUPPLIES	200.00	0.00	200.00	50.50	0.00	149.50
A 2110.450-66	HS SOCIAL STUDIES - SUPPLIES	960.00	0.00	960.00	531.48	186.24	242.28
A 2110.450-67	HS MATH - SUPPLIES	1,000.00	0.00	1,000.00	239.56	557.93	202.51
A 2110.450-68	HS LEARNING CTR - SUPPLIES	500.00	0.00	500.00	0.00	305.80	194.20
A 2110.450-80	TEACHING - SUPPLIES	27,240.00	0.00	27,240.00	18,444.90	2,775.75	6,019.35
A 2110.470-40	TEACHING - TUITION	4,000.00	(2,000.00)	2,000.00	0.00	0.00	2,000.00
A 2110.471-05	TUITION-NYS PUBLIC	7,000.00	0.00	7,000.00	0.00	0.00	7,000.00
A 2110.473-05	CHARTER SCHOOL TUITION	215,000.00	0.00	215,000.00	29,106.67	112,788.33	73,105.00
A 2110.480-05	TEACHING - TEXTBOOKS	31,603.00	8,985.63	40,588.63	8,985.63	0.00	31,603.00
A 2110.480-20	TEACHING - TEXTBOOKS	26,000.00	0.00	26,000.00	4,600.43	4,789.75	16,609.82
A 2110.480-30	TEACHING - TEXTBOOKS	25,000.00	3,733.63	28,733.63	3,824.43	14,155.85	10,753.35
A 2110.480-40	TEACHING - TEXTBOOKS	40,000.00	447.87	40,447.87	1,197.91	24,237.62	15,012.34
A 2110.480-60	HS - STATE AIDED TEXTBOOKS	61,000.00	1,922.25	62,922.25	10,254.16	16,930.51	35,737.58
A 2110.480-80	TEACHING - TEXTBOOKS	24,000.00	0.00	24,000.00	0.00	300.00	23,700.00
A 2110.490-08	TEACHING - BOCES SERVICES	350,000.00	28,000.00	378,000.00	9,332.77	368,667.23	0.00
A 2110....TEACHING-REGULAR SCHOOL *							
A 2250.150-17	SP EDU - ADM SALARIES	18,415,149.00	24,270.49	18,439,419.49	1,790,855.95	673,158.91	15,975,404.63
A 2250.152-17	SP EDU - ADM SALARIES	3,236,604.00	0.00	3,236,604.00	366,504.40	0.00	2,870,099.60
A 2250.160-17	SP EDU - N-INST SALARIES	10,000.00	0.00	10,000.00	13,219.65	0.00	(3,219.65)
A 2250.161-17	SP EDU - N-INST OVERTIME	720,720.00	0.00	720,720.00	68,297.76	0.00	652,422.24
A 2250.200-17	SP EDU - EQUIPMENT	2,000.00	0.00	2,000.00	1,214.84	0.00	785.16
A 2250.400-17	SP EDU - CONTRACTUAL	2,900.00	0.00	2,900.00	569.00	2,331.00	0.00
A 2250.415-17	SP EDU - EQUIP REPAIR	260,000.00	1,700.00	261,700.00	1,477.00	242,040.00	18,183.00
A 2250.425-17	SP EDU - MISCELLANEOUS	400.00	0.00	400.00	0.00	0.00	400.00
A 2250.430-17	SP EDU - CONF & TRAVEL	100.00	0.00	100.00	0.00	50.00	50.00
A 2250.440-17	SP EDU - LEGAL	1,000.00	0.00	1,000.00	200.00	395.00	405.00
A 2250.450-17	SP EDU - SUPPLIES	20,000.00	(2,000.00)	18,000.00	180.00	0.00	17,820.00
A 2250.455-17	SP ED - YUMMY TUMMY	7,000.00	2,000.00	9,000.00	2,899.81	4,724.70	1,375.49
A 2250.472-17	TUITION-OTHER	3,000.00	0.00	3,000.00	0.00	3,000.00	0.00
A 2250.490-08	SP EDU - BOCES	900,000.00	0.00	900,000.00	2,863.77	892,959.36	4,176.87
		450,000.00	0.00	450,000.00	0.00	450,000.00	0.00

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/17 - 06/30/18 (Detail)

ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 2250.....PROGRAMS-STUDENTS W/ DISABIL		5,613,724.00	1,700.00	5,615,424.00	457,426.23	1,595,500.06	3,562,497.71
A 2280.150-60	TEACHING - OC ED SEC	417,209.00	0.00	417,209.00	44,184.19	0.00	373,024.81
A 2280.400-62	OCC ED - CONTRACTUAL	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
A 2280.410-62	OCC ED - STUDENT SER	1,632.00	0.00	1,632.00	57.69	0.00	1,574.31
A 2280.450-61	OCC ED - SUPPLIES	2,600.00	0.00	2,600.00	0.00	2,499.35	100.65
A 2280.450-62	OCC ED - SUPPLIES	2,300.00	0.00	2,300.00	528.44	1,371.94	399.62
A 2280.450-63	OCC ED - SUPPLIES	31,600.00	0.00	31,600.00	0.00	11,812.11	19,787.89
A 2280.490-08	OCC ED - BOCES SER	880,000.00	48,000.00	928,000.00	0.00	928,000.00	0.00
A 2280.....OCCUPATIONAL EDUCATION		1,336,341.00	48,000.00	1,384,341.00	44,770.32	944,683.40	394,887.28
A 2330.150-07	ADULT ED - ADMIN SAL	109,300.00	0.00	109,300.00	13,499.06	0.00	95,800.94
A 2330.150-09	SUMMER SCH - ADMIN SAL	49,000.00	0.00	49,000.00	39,153.45	0.00	9,846.55
A 2330.160-07	ADULT ED - N-INST SAL	51,303.00	0.00	51,303.00	3,766.52	0.00	47,536.48
A 2330.400-07	ADULT ED - CONTRACTUAL	15,000.00	0.00	15,000.00	1,964.00	3,636.00	9,400.00
A 2330.400-09	SUMMER SCH - CONTRACTUAL	200.00	0.00	200.00	0.00	0.00	200.00
A 2330.425-07	ADULT ED - MISC	5,000.00	(2,000.00)	3,000.00	0.00	0.00	3,000.00
A 2330.450-07	ADULT ED - SUPPLIES	900.00	2,000.00	2,900.00	0.00	1,726.90	1,173.10
A 2330.....TEACHING-SPECIAL SCHOOLS		230,703.00	0.00	230,703.00	58,383.03	5,362.90	166,957.07
A 2610.150-20	LIB AUDIO INST SAL HUTH GENE	75,661.00	0.00	75,661.00	7,255.88	0.00	68,405.12
A 2610.150-30	LIV/AV ADM SAL	59,494.00	0.00	59,494.00	5,711.93	0.00	53,782.07
A 2610.150-40	LIB/AV ADM SAL	94,609.00	0.00	94,609.00	9,048.95	0.00	85,560.05
A 2610.150-60	LIB/AV ADM SAL	81,539.00	0.00	81,539.00	12,292.20	0.00	69,246.80
A 2610.150-80	LIB/AV ADM SAL	68,370.00	0.00	68,370.00	6,554.80	0.00	61,815.20
A 2610.160-20	LIB/AV N-INST SAL	26,319.00	0.00	26,319.00	2,745.17	0.00	23,573.83
A 2610.160-30	LIB/AV N-INST SAL	33,085.00	0.00	33,085.00	0.00	0.00	33,085.00
A 2610.160-40	LIB/AV N-INST SAL	27,206.00	0.00	27,206.00	2,734.20	0.00	24,471.80
A 2610.160-60	LIB/AV N-INST SAL	29,002.00	0.00	29,002.00	2,890.13	0.00	26,111.87
A 2610.160-80	LIB/AV N-INST SAL	28,044.00	0.00	28,044.00	2,819.25	0.00	25,224.75
A 2610.160-90	LIB/AV NON-INST SAL	43,216.00	0.00	43,216.00	9,974.40	0.00	33,241.60
A 2610.161-90	COMPUTER ASST-N-INST	4,400.00	0.00	4,400.00	260.48	0.00	4,139.52
A 2610.200-90	EQUIPMENT TECH/AV	18,169.00	0.00	18,169.00	0.00	0.00	18,169.00
A 2610.400-40	LIB/AV CONTRACTUAL	300.00	0.00	300.00	0.00	0.00	300.00
A 2610.400-80	LIB/AV CONTRACTUAL	175.00	0.00	175.00	0.00	0.00	175.00
A 2610.400-90	CONTRACTUAL TECH/AV	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 2610.430-80	LIB/AV CONF & TRAVEL	60.00	0.00	60.00	0.00	0.00	60.00
A 2610.450-20	LIB/AV SUPPLIES	2,730.00	0.00	2,730.00	0.00	253.26	2,476.74
A 2610.450-30	LIB/AV SUPPLIES	1,519.00	0.00	1,519.00	0.00	192.94	1,326.06
A 2610.450-40	LIB/AV SUPPLIES	3,458.00	0.00	3,458.00	1,469.81	390.68	1,597.51
A 2610.450-60	LIB/AV SUPPLIES	3,458.00	0.00	3,458.00	50.50	0.00	3,407.50
A 2610.450-80	LIB/AV SUPPLIES	1,820.00	0.00	1,820.00	0.00	540.77	1,279.23
A 2610.450-90	SUPPLIES TECH/AV	2,745.00	0.00	2,745.00	0.00	0.00	2,745.00
A 2610.460-05	LIB/AV STATE-AID SUPPLY	2,550.00	0.00	2,550.00	0.00	87.00	2,463.00
A 2610.460-20	LIB/AV STATE AIDED	2,800.00	0.00	2,800.00	0.00	0.00	2,800.00

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/17 - 06/30/18 (Detail)

ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 2610.460-30	LIB/AV STATE-AID SUPPLY	2,700.00	0.00	2,700.00	0.00	0.00	2,700.00
A 2610.460-40	LIB/AV STATE-AID SUPPLY	4,300.00	0.00	4,300.00	0.00	1,000.00	3,300.00
A 2610.460-60	LIB/AV STATE-AIDED	6,500.00	0.00	6,500.00	148.92	2,625.29	3,725.79
A 2610.460-80	LIB/AV STATE AIDED	2,500.00	0.00	2,500.00	0.00	1,097.25	1,402.75
A 2610.490-08	LIBRARY/AV BOCES CONTRACT	125,437.00	(49,000.00)	76,437.00	4,671.16	71,765.84	0.00
A 2610....SCHOOL LIBRARY & AUDIOVISUAL *							
A 2630.150-90	COMPUTER ASST-ADM SAL	754,166.00	(49,000.00)	705,166.00	68,627.78	77,953.03	558,585.19
A 2630.154-90	TIFS - TECHNOLOGY WORKSHOPS	92,667.00	0.00	92,667.00	28,009.62	0.00	64,657.38
A 2630.160-90	COMPUTER ASST-N-INST SAL	6,500.00	0.00	6,500.00	0.00	0.00	6,500.00
A 2630.161-90	COMPUTER ASST-N-INST OVTM	226,097.00	0.00	226,097.00	52,396.09	0.00	173,700.91
A 2630.220-05	COMPUTER ASST-ST AID HDWRE	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2630.400-40	COMPUTER LAB- CONTRACTUAL	51,674.00	16,440.58	68,114.58	19,979.21	351.00	47,784.37
A 2630.400-90	COMPUTER ASST-CONTRACTUAL	18,900.00	1,005.00	19,905.00	10,054.21	1,203.47	8,647.32
A 2630.415-40	COMPUTER LAB - EQUIP REPAIR	200.00	0.00	200.00	0.00	0.00	200.00
A 2630.415-90	COMPUTER ASST-EQUIP REPAIR	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
A 2630.425-90	COMPUTER ASST-MISC	3,000.00	0.00	3,000.00	132.34	667.45	2,200.21
A 2630.430-90	COMPUTER ASST-CONF & TRAVEL	5,000.00	0.00	5,000.00	0.00	1,631.00	3,369.00
A 2630.431-90	COMPUTER ASST-SRP C & T	3,000.00	0.00	3,000.00	0.00	1,998.00	1,002.00
A 2630.450-40	COMPUTER LAB - SUPPLIES	698.00	0.00	698.00	0.00	0.00	698.00
A 2630.450-60	HS COMPUTERS - SUPPLIES	2,400.00	0.00	2,400.00	0.00	0.00	2,400.00
A 2630.450-90	COMPUTER ASST-SUPPLIES	18,000.00	0.00	18,000.00	214.74	7,354.61	10,430.65
A 2630.460-90	COMPUTER ASST - STATE AIDED	50,000.00	12,000.00	62,000.00	14,627.70	39,375.05	7,997.25
A 2630.490-08	COMPUTER ASST-BOCES	495,338.00	0.00	495,338.00	66,271.30	429,066.70	0.00
A 2630....COMPUTER ASSISTED INSTRUCTION *							
A 2805.160-14	ATTENDANCE-NON-INST SALARIES	66,977.00	0.00	66,977.00	5,215.59	0.00	61,761.41
A 2805.415-14	ATTENDANCE-EQUIP REPAIR	200.00	0.00	200.00	0.00	0.00	200.00
A 2805.430-14	ATTENDANCE-CONF & TRAVEL	200.00	0.00	200.00	0.00	0.00	200.00
A 2805....ATTENDANCE-REGULAR SCHOOL *							
A 2810.150-40	GUIDANCE SEC	67,377.00	0.00	67,377.00	5,215.59	0.00	62,161.41
A 2810.150-60	GUIDANCE SEC	202,962.00	0.00	202,962.00	29,077.27	0.00	173,884.73
A 2810.154-16	GUIDANCE-CURR WORKSHOPS	365,252.00	0.00	365,252.00	55,842.10	0.00	309,409.90
A 2810.160-40	GUIDANCE N-INST SAL	66,846.00	0.00	66,846.00	10,958.02	0.00	(10,158.02)
A 2810.160-60	GUIDANCE N-INST SAL	65,175.00	0.00	65,175.00	11,850.53	0.00	54,995.47
A 2810.161-60	GUIDANCE-NON-INST OV	800.00	0.00	800.00	15,890.25	0.00	49,284.75
A 2810.410-40	GUIDANCE - STUDENT SERVICES	600.00	0.00	600.00	896.32	0.00	(96.32)
A 2810.410-60	HS GUIDANCE - STUDENT SERVIC	200.00	0.00	200.00	0.00	0.00	200.00
A 2810.425-40	GUIDANCE - MISCELLANEOUS	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
A 2810.425-60	HS GUIDANCE - MISC	100.00	0.00	100.00	0.00	0.00	100.00
A 2810.450-16	DIAG SCREEN-SUPPLIES	500.00	0.00	500.00	0.00	0.00	500.00
A 2810.450-40	GUIDANCE - SUPPLIES	850.00	0.00	850.00	80.00	0.00	770.00
A 2810.450-60	HS GUIDANCE - SUPPLIES	2,300.00	0.00	2,300.00	269.91	780.09	1,250.00

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/17 - 06/30/18 (Detail)

ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 2810.....GUIDANCE-REGULAR SCHOOL *							
A 2815.153-11	HEALTH - SUMMER	707,885.00	0.00	707,885.00	124,864.40	780.09	582,240.51
A 2815.160-11	HEALTH - NON-INST SALARIES	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
A 2815.161-11	HEALTH - NON-INST OVERTIME	246,541.00	0.00	246,541.00	41,609.41	0.00	204,931.59
A 2815.162-05	HEALTH - SUBSTITUTES	1,600.00	0.00	1,600.00	235.95	0.00	1,364.05
A 2815.400-11	HEALTH - CONTRACTUAL	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
A 2815.415-11	HEALTH - EQUIP REPAIR	120,000.00	5,000.00	125,000.00	9,000.00	14,600.00	101,400.00
A 2815.430-11	HEALTH - CONF & TRAVEL	1,200.00	0.00	1,200.00	0.00	1,000.00	200.00
A 2815.450-05	HEALTH SUPPLIES - AED	900.00	0.00	900.00	0.00	0.00	900.00
A 2815.450-11	HEALTH - SUPPLIES	3,525.00	0.00	3,525.00	0.00	0.00	3,525.00
		7,000.00	0.00	7,000.00	58.87	4,159.25	2,781.88
A 2815.....HEALTH SERVICES-REGULAR SCHOOL *							
A 2825.490-08	SOC WORK - BOCES SER	403,766.00	5,000.00	408,766.00	50,904.23	19,759.25	338,102.52
		0.00	1,300.00	1,300.00	0.00	1,300.00	0.00
A 2825.....SOCIAL WORK SRVC-REG SCHOOL *							
A 2830.150-14	PUPIL SER-ADM SAL	0.00	1,300.00	1,300.00	0.00	1,300.00	0.00
A 2830.160-14	NON-INSTRUCTIONAL	486,091.00	0.00	486,091.00	66,610.76	0.00	419,480.24
A 2830.430-14	PUPIL SER-CONF & TRAVEL	59,751.00	0.00	59,751.00	14,442.67	0.00	45,308.33
A 2830.450-14	PUPIL SER-SUPPLIES	500.00	0.00	500.00	0.00	0.00	500.00
		2,500.00	0.00	2,500.00	2,239.92	260.00	0.08
A 2830.....PUPIL PERSONNEL SRVC-SPEC SCHL *							
A 2850.150-13	INTRAMURAL/EXTRAMURAL	548,842.00	0.00	548,842.00	83,293.35	260.00	465,288.65
A 2850.150-20	CO-CURR-ADMIN SALARIES	37,438.00	0.00	37,438.00	2,675.00	0.00	34,763.00
A 2850.150-30	COCURR-ADMIN SALARIES	14,000.00	0.00	14,000.00	0.00	0.00	14,000.00
A 2850.150-40	COCURR-ADMIN SALARIES	12,000.00	0.00	12,000.00	0.00	0.00	12,000.00
A 2850.150-60	HS COCURR-ADMIN SALARIES	22,000.00	0.00	22,000.00	0.00	0.00	22,000.00
A 2850.400-60	HS COCURR - CONTRACTUAL	46,000.00	0.00	46,000.00	0.00	0.00	46,000.00
A 2850.415-13	COCURR-EQUIP REPAIR	200.00	0.00	200.00	200.00	0.00	0.00
A 2850.430-60	CO-CURRICULAR - DECA CONF & TRAV	250.00	0.00	250.00	0.00	0.00	250.00
A 2850.450-13	CO-CURR-SUPPLIES	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
A 2850.450-60	COCURR - SUPPLIES	765.00	0.00	765.00	295.00	470.00	0.00
		400.00	0.00	400.00	191.10	0.00	208.90
A 2850.....CO-CURRICULAR ACTIV-REG SCHL *							
A 2855.150-12	INTERSCOLASTIC ATHLETICS	143,053.00	0.00	143,053.00	3,361.10	470.00	139,221.90
A 2855.160-12	ATHLETICS-N-INST SAL	315,075.00	0.00	315,075.00	41,511.39	0.00	273,563.61
A 2855.200-12	ATHLETICS-EQUIPMENT	19,500.00	0.00	19,500.00	1,778.91	0.00	17,721.09
A 2855.400-12	ATHLETICS-CONTRACTUAL	14,000.00	0.00	14,000.00	1,225.00	10,291.02	2,483.98
A 2855.410-12	ATHLETICS-STUDENT SER	117,300.00	0.00	117,300.00	23,702.36	9,231.00	84,366.64
A 2855.415-12	ATHLETICS-EQUIP REPAIR	9,500.00	195.20	9,695.20	177.43	9,517.77	0.00
A 2855.420-12	ATHLETICS-PRINTING	11,000.00	0.00	11,000.00	0.00	7,000.00	4,000.00
A 2855.430-12	ATHLETICS-CONF & TRAVEL	1,000.00	0.00	1,000.00	71.70	228.30	700.00
A 2855.450-12	ATHLETICS-SUPPLIES	2,320.00	0.00	2,320.00	0.00	1,145.00	1,175.00
A 2855.490-08	ATHLETICS-BOCES SER	27,000.00	0.00	27,000.00	4,396.82	19,421.45	3,181.73
		4,701.00	1,600.00	6,301.00	1,609.84	4,691.16	0.00
A 2855.....INTERSCHOL ATHLETICS-REG SCHL *							
A 5510.160-03	TRANS-N-INST SAL	521,396.00	1,795.20	523,191.20	74,473.45	61,525.70	387,192.05
A 5510.163-03	TRANSPORTATION ADMIN OFFICE	1,565,699.00	0.00	1,565,699.00	175,488.31	0.00	1,390,210.69
		231,022.00	0.00	231,022.00	54,173.24	0.00	176,848.76

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/17 - 06/30/18 (Detail)

ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 5510.165-03	TRANSPORTATION ADMIN SALARY	71,526.00	0.00	71,526.00	17,426.70	0.00	54,099.30
A 5510.200-03	TRANS-EQUIPMENT	13,300.00	0.00	13,300.00	2,693.70	8,750.00	1,856.30
A 5510.400-03	TRANS-CONTRACTUAL	87,000.00	0.00	87,000.00	9,705.90	34,435.46	42,858.64
A 5510.415-03	TRANS-EQUIP REPAIR	12,850.00	0.00	12,850.00	3,324.63	4,751.37	4,774.00
A 5510.420-03	TRANS-PRINTING	275.00	0.00	275.00	0.00	0.00	275.00
A 5510.430-03	TRANS-CONF & TRAVEL	3,580.00	0.00	3,580.00	2,194.71	0.00	1,385.29
A 5510.450-03	TRANS-SUPPLIES	120,161.00	0.00	120,161.00	38,321.80	39,028.20	42,811.00
A 5510.451-03	TRANS-GASOLINE	398,500.00	0.00	398,500.00	2,025.70	134,031.73	262,442.57
A 5510.490-08	TRANS-BOCES SER	1,224.00	0.00	1,224.00	155.84	1,068.16	0.00
A 5510.....DISTRICT TRANSPORT-MEDICAID		2,505,137.00	0.00	2,505,137.00	305,510.53	222,064.92	1,977,561.55
A 5530.200-03	TRANS GARAGE - EQUIPMENT	0.00	6,000.00	6,000.00	0.00	6,000.00	0.00
A 5530.405-03	BUS GAR-UTILITIES	88,750.00	0.00	88,750.00	0.00	0.00	88,750.00
A 5530.450-01	TRANS GAR - CUST SUPPLIES	0.00	5,000.00	5,000.00	0.00	4,827.81	172.19
A 5530.450-03	BUS GAR-SUPPLIES	900.00	0.00	900.00	291.17	208.83	400.00
A 5530.....GARAGE BUILDING		89,650.00	11,000.00	100,650.00	291.17	11,036.64	89,322.19
A 8060.160-01	CIVIC-N-INST SAL	17,045.00	0.00	17,045.00	0.00	0.00	17,045.00
A 8060.....CIVIC ACTIVITIES		17,045.00	0.00	17,045.00	0.00	0.00	17,045.00
A 9010.800-05	STATE RET-EMP BENEFITS	1,107,974.00	0.00	1,107,974.00	0.00	1,000,000.00	107,974.00
A 9010.....STATE RETIREMENT		1,107,974.00	0.00	1,107,974.00	0.00	1,000,000.00	107,974.00
A 9020.800-05	TEACHER RET-EMP BENEFITS	2,418,888.00	0.00	2,418,888.00	18,150.86	10,000.00	2,390,737.14
A 9020.....TEACHERS' RETIREMENT		2,418,888.00	0.00	2,418,888.00	18,150.86	10,000.00	2,390,737.14
A 9030.800-05	SOC SEC - EMP BENEFITS	2,371,682.00	0.00	2,371,682.00	300,848.19	0.00	2,070,833.81
A 9030.....SOCIAL SECURITY		2,371,682.00	0.00	2,371,682.00	300,848.19	0.00	2,070,833.81
A 9040.800-05	WORK COMP-EMP BENEFIT-X-X	588,000.00	0.00	588,000.00	10,229.08	508,136.00	69,634.92
A 9040.....WORKERS' COMPENSATION		588,000.00	0.00	588,000.00	10,229.08	508,136.00	69,634.92
A 9050.800-05	UNEMPLOY-EMP BENEFITS	80,010.00	47,742.14	127,752.14	660.07	119,502.07	7,590.00
A 9050.....UNEMPLOYMENT INSURANCE		80,010.00	47,742.14	127,752.14	660.07	119,502.07	7,590.00
A 9060.800-05	HEALTH INS - EMP BENEFITS	7,917,350.00	0.00	7,917,350.00	767,191.37	6,856,909.02	293,249.61
A 9060.801-05	HEALTH REIMBURSEMENT ACCOUNT	173,275.00	0.00	173,275.00	14,532.89	107,534.87	51,207.24
A 9060.....HOSPITAL, MEDICAL & DENTAL INS		8,090,625.00	0.00	8,090,625.00	781,724.26	6,964,443.89	344,456.85
A 9089.810-05	GITA 403B - RETIREMENT PAYMENTS	350,000.00	0.00	350,000.00	0.00	0.00	350,000.00
A 9089.811-05	SRP 403B - RETIREMENT PAYMENTS	75,000.00	0.00	75,000.00	12,348.16	0.00	62,651.84
A 9089.....OTHER		425,000.00	0.00	425,000.00	12,348.16	0.00	412,651.84
A 9711.600-05	SB SCH CONST-PRINCIPAL	2,985,000.00	0.00	2,985,000.00	200,000.00	0.00	2,785,000.00
A 9711.700-05	SB SCH CONST-INTEREST	2,988,735.00	0.00	2,988,735.00	32,330.00	0.00	2,956,405.00
A 9711.....		5,973,735.00	0.00	5,973,735.00	232,330.00	0.00	5,741,405.00
A 9722.600-05	STATUTORY BOND BUS PRINCIPAL	648,128.00	0.00	648,128.00	0.00	0.00	648,128.00
A 9722.700-05	STATUTORY BOND BUS INTEREST	44,083.00	0.00	44,083.00	0.00	0.00	44,083.00
A 9722.....		692,211.00	0.00	692,211.00	0.00	0.00	692,211.00
A 9731.700-05	SCHOOL CONSTRUCTION BAN INTEREST	35,000.00	0.00	35,000.00	0.00	0.00	35,000.00

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/17 - 06/30/18 (Detail)

ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 9731....		35,000.00	0.00	35,000.00	0.00	0.00	35,000.00
A 9901.950-05	TRANS TO SPECIAL AID FUND	60,000.00	0.00	60,000.00	0.00	0.00	60,000.00
A 9901.... TRANSFER TO SPECIAL AID		60,000.00	0.00	60,000.00	0.00	0.00	60,000.00
GRAND TOTALS		62,639,021.00	102,777.35	62,741,798.35	6,355,994.36	15,294,487.05	41,091,316.94

Report Completed 9:37 AM

Grand Island Central School District

1100 Ransom Road • Grand Island, New York 14072

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www.grandislandschools.org

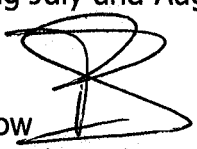
Meeting Date: October 10, 2017

Agenda Item: Check Warrants

Board Action Required: ☐

For Information Only: ☒

Detail: Detail report of the payments reviewed by the claims auditor during July and August 2017.

Prepared By: 
Robert McDow
Assistant Superintendent of School Business and Finance

Recommended By: Dr. Brian Graham
Superintendent of Schools

Central Business Office

Grand Island Central School District Board of Education/Audit Committee

Dear Members:

We have examined and reviewed each and every payment for every fund from the business office of the Grand Island Central School District for the period 7/31/17 - 8/15/17.

These Claims have been authorized and paid to the claimants certified in the amount of each claim allowed:

General Fund A	(Warrant #8)	Amount:	\$487.17
	(Warrant #10)		\$23,395.13
	(Warrant #11)		104,177.41
	(Warrant #12)		500,766.12

School Lunch C	Amount:	\$0.00
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Trust & Agency TA	Amount:	\$0.00
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Special Aid F	(Warrant #3)	Amount:	\$64,699.28
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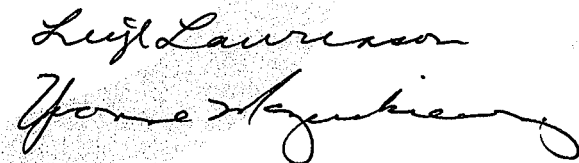
Capital H	(Warrant #1)	Amount:	<u>\$10,800.00</u>
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Total:		\$704,325.11	Date: 8/25/17
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Grand Island Central School District - Claims Auditor Log			
Fund	Check # & Name	Dollar Amount	Question
A	130238-Cuddy-Miller, Karen	\$9.63 difference	The IDAB meeting at Tonawanda MS was not included in the total, and the Buff State and Salvatore's trips should not have a home deduct taken since they were after/before work hours. Response: AP will issue a separate check for the difference.
A	130255 - ASI Signage Innovations	\$5,125.00	PO references three bids, but they are not attached to claim. Please forward copy of bids for review and attach to claim. Response: The bids are attached to the PO in the Athletic Office. AP will attach a sheet signed by Mr. McDow confirming that he saw the bids. 
A	130270 & #130271		Erie 1 BOCES - Did not audit.
A	130273 - Fleckenstein, Sherry 130330 - Stiefler, Stephen	\$58.50 each	These claims are from May and should have been paid last fiscal year and the signature date of the claims was manually changed from May 28 to July 18. Is there an explanation or documentation for this change? Response: The athletic department asked AP if these two claims had been paid. AP confirmed they had not, so the athletic department changed the date, and submitted them for payment.
A	130304-Marriott Corp. 130310-NYAPT	\$492.00 \$1,025.00	Why were the travel request forms for Theresa Alizadeh and Kelly Lesinski to attend the NYAPT Summer Conference approved after the event? Response: The forms were sent up to Mr. McDow long before they attended. He verbally told them they could attend. ✓
A	130338-Unishippers		One of the invoices for Kaegebein was applied to the PO for Huth Road. The payment amount is correct, but the budget codes and balances of the two POs are not right. Can that be corrected behind the scenes or does the check need to be voided? Response: AP can correct this without voiding the check.

All appropriate paperwork, notes, and comments are filed in a secure location at the district for review at your discretion.

Sincerely,



Leigh Lawrenson
Yvonne Mazurkiewicz
Claims Audit Clerks

Central Business Office

Grand Island Central School District Board of Education/Audit Committee

Dear Members:

We have examined and reviewed each and every payment for every fund from the business office of the Grand Island Central School District for the period 8/17/17, 8/22/17, and 8/29/17.

These Claims have been authorized and paid to the claimants certified in the amount of each claim allowed:

General Fund A	(Warrant #14)	Amount:	\$242.07	
	(Warrant #16)		\$208.00	
	(Warrant #17)		\$80,323.72	
School Lunch C	(Warrant #2)	Amount:	\$17.75	
Trust & Agency TA		Amount:	\$0.00	
Special Aid F	(Warrant #4)	Amount:	\$64,586.49	
Capital H		Amount:	<u>\$0.00</u>	
Total:			\$145,378.03	Date: 9/19/17

Grand Island Central School District - Claims Auditor Log			
Fund	Check # & Name	Dollar Amount	Question
A	130351 - Al Hemer Music	\$1,160.61	PO #200676 - the attached invoice doesn't match the order sheet. Are you sure this is the correct PO?
		\$0.12	PO #200290 - The invoice amount is \$458.40, but you are only paying \$458.28.
			Response: Check was voided and reissued.
A	130352 - All State Fire	\$1,746.00	PO #200177 states it is for Transportation Fuel Island inspections (not repairs), but the attached invoice is for repairs. Is it okay to pay on this PO?
			Response: B&G increased the PO to cover the repairs needed.
A	130353 - American Red Cross	\$210.00	PO #200734 date (7/27/17) after invoice (7/12/17) for lifeguard re-certifications which took place on June 21. Why wasn't a PO created last fiscal year?
			Response: Certifications are done every 3-5 years, as needed. Athletic Director did not know they were due.
A	130392 - School Specialty	\$181.86	PO #200363 needs an okay to pay signature.
			Response: AP will obtain approval.
A	130403 - Unishippers	\$41.12	PO#200865 is dated 8/17/17 after invoice dates of 8/7/17.
		\$48.65	FYI, the description in the PO should read 2017-2018 school year; it currently reads 2017-2016.
F	502601 - Tobii Dynavox	\$1,074.60	Response: The POs were in FM waiting for approval. PO text was a clerical error; it will be changed to 2017-2018.
			Vendor name is misspelled. It should be Tobii.
			Response: Check was mailed and then a new vendor was created in FM with the correct spelling.

All appropriate paperwork, notes, and comments are filed in a secure location at the district for review at your discretion.

Sincerely,

Leigh Lawrenson

Yvonne Mazurkiewicz

Leigh Lawrenson
Yvonne Mazurkiewicz
Claims Audit Clerks

**SUMMARY WARRANT NUMBER 8 - FUND A - Cash Disb 7/31/17
FOR 07/01/17 - 07/31/17**

CHECK#	VENDOR#	VENDOR NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
130231	6285	UNITED STATES TREASURY.	07/31/17	200238	487.17
		NUMBER OF CHECKS	1	WARRANT TOTAL	487.17
				VENDOR PORTION	487.17

CERTIFICATION OF WARRANT

To The District Treasurer:

I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$ 487.17.
You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/4/17
DATELuz Laurenson
SIGNATUREClaims Auditor
TITLE

Report Completed 10:17 AM

**SUMMARY WARRANT NUMBER 9 - FUND A - MAN CKS AUG GF CKING
FOR 08/01/17 - 08/31/17**

CHECK#	VENDOR#	VENDOR NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
991052	737	HEALTH ECONOMICS GROUP	08/18/17	200207	1,052.00
9920000	432	DEPOSITORY TRUST COMPANY	08/01/17		200,000.00
9925334	667	GRAND ISLAND CSD	08/03/17		253,341.83
9931349	5575	WEX BANK	08/04/17	200103	3,134.99
9932330	432	DEPOSITORY TRUST COMPANY	08/01/17		32,330.00
9965703	3298	CHASE CARD SERVICES	08/10/17	112006	657.03
9966412	5575	WEX BANK	08/04/17	200171	664.12
9981846	667	GRAND ISLAND CSD	08/31/17		818,465.32
NUMBER OF CHECKS 8					
WARRANT TOTAL					1,309,645.29
VENDOR PORTION					1,309,645.29

CERTIFICATION OF WARRANT

To The District Treasurer:

I hereby certify that I have verified the above claims, 8 in number, in the total amount of \$ 1,309,645.29

You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/31/17
DATE[Signature]
SIGNATURE[Signature]
TITLE

Report Completed 12:30 PM

**SUMMARY WARRANT NUMBER 10 - FUND A - CASH DISB 08/09/17
FOR 08/01/17 - 08/31/17**

CHECK#	VENDOR#	VENDOR NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
130232	3224	NATIONAL GRID	08/09/17	200152	13,093.32
130233	3264	NATIONAL GRID BEACONS/ST LITES	08/09/17	200151	232.40
130234	2088	O'DAYS SCHOOL OF DRIVING, INC.	08/09/17	200225	8,050.00
130235	1829	VERIZON WIRELESS	08/09/17	200277	2,019.41
NUMBER OF CHECKS 4			WARRANT TOTAL		23,395.13
			VENDOR PORTION		23,395.13

CERTIFICATION OF WARRANT

To The District Treasurer:

I hereby certify that I have verified the above claims, 4 in number, in the total amount of \$ 23,395.13

You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/16/17
DATELug Laurensen
SIGNATUREClaims Auditor
TITLE

Report Completed 8:58 AM

**SUMMARY WARRANT NUMBER 11 - FUND A - ACCOUNTS PAYABLES 08/14
FOR 08/01/17 - 08/31/17**

CHECK#	VENDOR#	VENDOR NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
130236	2397	ADPRO SPORTS	08/15/17		1,690.00
130237	2552	COPPOLA, MARIE	08/15/17		210.10
130238	5430	CUDDY-MILLER, KAREN	08/15/17		250.07
130239	531	ERIE I BOCES	08/15/17		92,555.61
130240	5012	FIK, KATHLEEN	08/15/17		619.11
130241	570	FIRE SAFETY SYSTEMS	08/15/17		2,759.00
130242	588	FM COMMUNICATIONS INC	08/15/17		153.30
130243	2640	HARTFORD STEAM BOILER	08/15/17		2,625.00
130244	903	KING, ROBERT	08/15/17		1,572.60
130245	1117	MOLLENBERGBETZ INC	08/15/17		1,510.00
130246	1904	WNYASBO	08/15/17		232.62
NUMBER OF CHECKS 11			WARRANT TOTAL		104,177.41
			VENDOR PORTION		104,177.41

CERTIFICATION OF WARRANT

To The District Treasurer:

I hereby certify that I have verified the above claims, 11 in number, in the total amount of \$ 104,177.41.
You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/17/17
DATE

Leif Laurensen
SIGNATURE

Claims Auditor
TITLE

Report Completed 10:28 AM

SUMMARY WARRANT NUMBER 12 - FUND A - CASH DISB 08/14-15/2017
FOR 08/01/17 - 08/31/17

CHECK#	VENDOR#	VENDOR NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
130247	5761	ACCO BRANDS	08/15/17	200561	871.20
130248	18	ACP DIRECT	08/15/17	200339	188.45
130249	2397	ADPRO SPORTS	08/15/17	200625	612.00
130250	7319	ADVANCE AUTO PARTS	08/15/17	200040	521.60
130251	7589	ALEXANDER EQUIPMENT	08/15/17	200130	1,264.98
130252	5313	ALIZADEH, THERESA	08/15/17	200069	369.81
130253	3208	ALLENTOWN PED & ADOLES MED,LLP	08/15/17	200703	7,500.00
130254	47	AMERICAN ARBITRATION ASSOC	08/15/17	200293	250.00
130255	6442	ASI SIGNAGE INNOVATIONS	08/15/17	200106	5,125.00
130256	4467	BUS PARTS WAREHOUSE	08/15/17	200041	556.58
130257	222	CA DIMENSIONS INC	08/15/17	200183	3,200.00
130258	256	CDWG	08/15/17	200449	22,020.70
130259	5423	CHANDAN, ANUPAMA	08/15/17	200673	270.00
130260	5718	CHIEF ARCHITECT INC.	08/15/17	200187	2,340.00
130261	294	CINTAS	08/15/17	200072	91.28
130262	6280	COMMERCIAL WINDOW REPAIR SOLUT	08/15/17	200355	6,721.00
130263	324	COMMISSIONER OF FINANCE	08/15/17	200123	282.00
130264	325	COMMISSIONER OF LABOR	08/15/17	200124	300.00
130265	477	ECASB	08/15/17	200852	7,781.00
130266	503	ELAN PUBLISHING COMPANY INC	08/15/17	200332	44.02
130267	506	ELEVATOR MAINTENANCE OF BUFFAL	08/15/17	200139	550.06
130268	2119	ENCHANTED LEARNING, LLC	08/15/17	200182	500.00
130269	520	ERB CO INC	08/15/17	200748	155.81
130270	531	VOIDED DURING PRINTING	08/15/17		
130271	531	ERIE I BOCES	08/15/17	200853	338,169.16
130272	5012	FIK, KATHLEEN	08/15/17	200205	206.37
130273	6179	FLECKENSTEIN, SHERRY	08/15/17		58.50
130274	581	FLEET PRIDE	08/15/17	200076	729.82
130275	588	FM COMMUNICATIONS INC	08/15/17	200219	225.00
130276	7644	FORT ORANGE PRESS, INC.	08/15/17	200503	133.00
130277	6522	FRANK P. LANGLEY CO., INC.	08/15/17	200538	283.00
130278	608	FUCCILLO CHEVROLET INC	08/15/17	200047	705.26
130279	5609	GENUINE PARTS COMPANY	08/15/17	200141	613.04
130280	660	GRAINGER	08/15/17	200723	5,255.04
130281	699	GUIS LUMBER	08/15/17	200142	658.47
130282	708	HAAN CRAFTS	08/15/17	200628	1,253.12
130283	738	HEALTH ECONOMICS GROUP INC	08/15/17	200244	910.00
130284	3111	HEALTH WORKS WNY	08/15/17	200089	320.00
130285	3397	HEAVY DUTY PARTS, INC.	08/15/17	200049	1,720.00
130286	744	HEINEMANN	08/15/17	200336	510.00
130287	761	HILLYARD FLOOR CARE SUPPLY	08/15/17	200478	12,168.54
130288	792	HURTUBISE TIRE INC	08/15/17	200091	3,777.50
130289	800	ILLOS PIANO REBUILDERS LLC	08/15/17	200111	125.00
130290	834	ISTE	08/15/17	200455	125.00
130291	839	JA BRUNDAGE	08/15/17	200122	2,500.00
130292	3187	JOHNSTONE SUPPLY	08/15/17	200803	2,757.72
130293	890	KENMORE TWN TONAWANDA	08/15/17	200832	907.00
130294	5602	KIDSPLAY OF WNY LLC	08/15/17	200239	864.00
130295	941	LAKE SHORE LEARNING MATERIALS	08/15/17	200581	740.58
130296	3612	LEAF	08/15/17	200033	1,420.00
130297	7640	LEARNING WITHOUT TEARS	08/15/17	112016	2,571.47
130298	973	LEONARD BUS SALES INC	08/15/17	200096	3,041.28
130299	3468	LESINSKI, KELLY	08/15/17	200070	41.90

**SUMMARY WARRANT NUMBER 12 - FUND A - CASH DISB 08/14-15/2017
FOR 08/01/17 - 08/31/17**

CHECK#	VENDOR#	VENDOR-NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
130300	1013	LUMSDEN & MCCORMICK LLP	08/15/17	200221	2,000.00
130301	1033	MAG GROUP BUSINESS OPERATIONS	08/15/17	200672	1,765.50
130302	1037	MAKE MUSIC	08/15/17	200184	565.76
130303	6714	MARCO PROMOTIONAL PRODUCTS	08/15/17	200334	94.20
130304	1049	MARRIOTT CORPORATION	08/15/17	200067	488.00
130305	2490	MODERN DISPOSAL	08/15/17	200147	1,266.00
130306	1118	MONACO'S VIOLIN SHOP	08/15/17	200117	855.00
130307	3743	NCS PEARSON	08/15/17	200137	2,090.35
130308	1204	NORTH TONAWANDA SCHOOL DIST	08/15/17	200684	2,676.00
130309	2075	NORTHERN INSURING AGENCY, INC.	08/15/17	200257	4,620.00
130310	1223	NYAPT	08/15/17	200068	1,025.00
130311	1281	ORVILLE'S HOME APPLIANCE SERVI	08/15/17	200799	1,228.00
130312	6696	OVERDRIVE	08/15/17	200186	1,000.00
130313	4970	PLANBOOKEDU LLC	08/15/17	200450	1,792.00
130314	5471	PREFERRED SEED COMPANY, INC.	08/15/17	200594	705.00
130315	5830	PROJECT LEAD THE WAY, INC.	08/15/17	200775	3,000.00
130316	6838	QUERMBACK ELECTRIC, INC.	08/15/17	200447	960.00
130317	1386	QUILL CORPORATION	08/15/17	200576	160.96
130318	2755	RESOURCES FOR EDUCATORS	08/15/17	200358	458.00
130319	2212	RESOURCES FOR READING	08/15/17	200560	84.08
130320	1523	SCHOLASTIC CLASSROOM MAGAZINES	08/15/17	200356	2,255.00
130321	1540	SCHOOL SPECIALTY	08/15/17	200659	1,276.32
130322	1569	SHERWIN WILLIAMS	08/15/17	200767	852.54
130323	1589	SMEC	08/15/17	200164	11,711.65
130324	5439	SOLARWINDS	08/15/17	200185	360.00
130325	3750	SPEECH CORNER	08/15/17	200330	122.89
130326	5754	SPELLINGCITY.COM, INC.	08/15/17	200743	258.75
130327	7491	SPORTSFIELD SPECIALITIES	08/15/17	111921	4,978.00
130328	5733	STANTONS SHEET MUSIC	08/15/17	200445	123.28
130329	4451	STAPLES ADVANTAGE	08/15/17	200733	1,254.12
130330	6784	STIEFLER, STEPHEN	08/15/17		58.50
130331	1657	SUBURBAN LOCK & KEY	08/15/17	200166	96.80
130332	1668	SUPER DUPER PUBLICATIONS	08/15/17	200566	296.68
130333	3575	SURDYKE, KAREN	08/15/17	200505	96.42
130334	1691	TAYLOR TECHNOLOGIES	08/15/17	200479	265.50
130335	1725	THE POSTMASTER	08/15/17	200250	225.00
130336	5145	TRACTOR SUPPLY	08/15/17	200194	349.99
130337	7091	TRI-STAR DISTRIBUTING	08/15/17	200063	421.50
130338	6271	UNISHIPPERS	08/15/17	200724	536.24
130339	1808	UNITEDRICHTER ELECTRIC MOTORS	08/15/17	200465	919.41
130340	6896	US EMPLOYEE BENEFITS SERVICES	08/15/17	200237	1,102.50
130341	3544	VERIZON INC.	08/15/17	200170	669.87
130342	7643	VOCABULARYSPELLINGCITY	08/15/17	200180	123.75
130343	2222	WILSON LANGUAGE TRAINING	08/15/17	200333	68.00
130344	5886	WNYASPA	08/15/17	200278	50.00
130345	1933	ZEP MANUFACTURINGCOMPANY	08/15/17	200742	1,154.30

NUMBER OF CHECKS 99

WARRANT TOTAL

500,766.12

VENDOR PORTION

500,766.12

**SUMMARY WARRANT NUMBER 12 - FUND A - CASH DISB 08/14-15/2017
FOR 08/01/17 - 08/31/17**

CERTIFICATION OF WARRANT

To The District Treasurer:

I hereby certify that I have verified the above claims, 99 in number, in the total amount of \$ 500,766.12.
You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge
each to the proper fund.

8/22/17
DATELuigi Laurenson
SIGNATUREClaims Auditor
TITLE

Report Completed 10:28 AM

Yvonne Stachewicz

**SUMMARY WARRANT NUMBER 13 - FUND A - VOID CHECKS AUGUST
FOR 08/01/17 - 08/31/17**

CHECK#	VENDOR#	VENDOR NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
130146	6390	VOIDED - WALMART	08/17/17		(242.07)
130351	32	VOIDED - AL HEMER MUSIC CORP	08/31/17	200676	(1,990.87)
NUMBER OF CHECKS 2					
WARRANT TOTAL					(2,232.94)
VENDOR PORTION					(2,232.94)

CERTIFICATION OF WARRANT

To The District Treasurer:

I hereby certify that I have verified the above claims, 2 in number, in the total amount of \$ 2,232.94.
You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/14/17

DATE

Hugh Laurenson

SIGNATURE

Claims Auditor

TITLE

Report Completed 10:35 AM

**SUMMARY WARRANT NUMBER 14 - FUND A - CASH DISB 08/17/17
FOR 08/01/17 - 08/31/17**

CHECK#	VENDOR#	VENDOR NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
130346	6390	WALMART	08/17/17		242.07
NUMBER OF CHECKS 1					242.07
WARRANT TOTAL					242.07
VENDOR PORTION					242.07

CERTIFICATION OF WARRANT

To The District Treasurer:

I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$ 242.07.
You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/31/17
DATELuigi Lawrence
SIGNATUREClaims Auditor
TITLE

Report Completed 9:50 AM

**SUMMARY WARRANT NUMBER 15 - FUND A - Manual cks Clearing Aug17
FOR 08/01/17 - 08/31/17**

CHECK#	VENDOR#	VENDOR NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
9925323	667	GRAND ISLAND CSD	08/17/17		253,237.62
NUMBER OF CHECKS 1					
WARRANT TOTAL					253,237.62
VENDOR PORTION					253,237.62

CERTIFICATION OF WARRANT

To The District Treasurer:

I hereby certify that I have verified the above claims, _____ in number, in the total amount of \$ 253,237.62
You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge
each to the proper fund.

8/31/17
DATE

Deleen K. Edmonds
SIGNATURE

Debra L. Loefer
TITLE

Report Completed 10:53 AM

**SUMMARY WARRANT NUMBER 16 - FUND A - CASH DISB 08/22/17
FOR 08/01/17 - 08/31/17**

CHECK#	VENDOR#	VENDOR NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
130347	6034	IDENTOGO	08/22/17	200856	104.00
130348	6034	IDENTOGO	08/22/17	200856	104.00
NUMBER OF CHECKS 2					208.00
WARRANT TOTAL					208.00
VENDOR PORTION					208.00

CERTIFICATION OF WARRANT

To The District Treasurer:

I hereby certify that I have verified the above claims, 2 in number, in the total amount of \$ 208.00.
You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/31/17

DATE

Luis Laureano

SIGNATURE

Claims Auditor

TITLE

Report Completed 9:35 AM

SUMMARY WARRANT NUMBER 17 - FUND A - CASH DISB 08/28-29/2017
FOR 08/01/17 - 08/31/17

CHECK#	VENDOR#	VENDOR NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
130349	3525	ACORN NATURALISTS	08/29/17	200751	784.80
130350	21	ADA TENNIS	08/29/17	200037	264.00
*130351	32	AL HEMER MUSIC CORP	08/29/17	200676	1,990.87
130352	6488	ALL STATE FIRE EQUIP OF WNY	08/29/17	200177	1,746.00
130353	52	AMERICAN RED CROSS	08/29/17	200734	210.00
130354	108	BARNES AND NOBLE	08/29/17	200674	58.90
130355	254	CATHOLIC CHARITIES OF BUFFALO	08/29/17	200702	1,500.00
130356	256	CDWG	08/29/17	200470	55.00
130357	2039	CHILDSWORK & CHILDSPLAY	08/29/17	200666	88.92
130358	294	CINTAS	08/29/17	200072	91.28
130359	3869	DECKMAN OIL COMPANY INC.	08/29/17	200073	134.75
130360	427	DEMCO	08/29/17	200669	98.84
130361	519	ENSSA	08/29/17	200912	85.00
130362	5456	EXCELSIOR ORTHOPAEDICS LLP	08/29/17	200920	154.29
*130363	7058	FILTREC CORPORATION	08/29/17	200650	1,235.00
130364	570	FIRE SAFETY SYSTEMS	08/29/17	200149	7,150.00
130365	608	FUCCILLO CHEVROLET INC	08/29/17	200047	756.76
130366	5920	GAMETIME PLAYGROUND EQUIP	08/29/17	200190	290.64
130367	660	GRAINGER	08/29/17	200843	3,239.03
130368	3111	HEALTH WORKS WNY	08/29/17	200089	172.00
130369	761	HILLYARD FLOOR CARE SUPPLY	08/29/17	200735	4,017.73
130370	773	HOME DEPOT COMMERCIAL ACCT PRO	08/29/17	200793	4,800.56
130371	2754	HUNTER KEYSTONE PETERBILT,LP	08/29/17	200050	295.36
130372	792	HURTUBISE TIRE INC	08/29/17	200091	1,878.36
130373	6034	IDENTOGO	08/29/17	200856	104.00
130374	6034	IDENTOGO	08/29/17	200856	104.00
130375	804	INDEPENDENT HEALTH ASSOC	08/29/17	200270	27,617.40
130376	3187	JOHNSTONE SUPPLY	08/29/17	200871	7.28
130377	3612	LEAF	08/29/17	200133	165.00
130378	973	LEONARD BUS SALES INC	08/29/17	200096	3,555.19
130379	1057	MARTY'S TOWING INC	08/29/17	200654	495.00
130380	1082	MEDCO SUPPLY COMPANY	08/29/17	200612	295.00
130381	7236	MHS, INC.	08/29/17	200569	145.00
130382	1138	MUSIC IN MOTION	08/29/17	200408	93.80
130383	1167	NEW YORK BUS SALES	08/29/17	200097	134.24
130384	4173	NORTHEAST MACHINE AND MOTOR	08/29/17	200875	97.85
130385	1223	NYAPT	08/29/17	200821	270.00
130386	1226	NYS EDUCATION DEPARTMENT	08/29/17	200692	187.77
130387	6838	QUERMBACK ELECTRIC, INC.	08/29/17	200534	349.00
130388	1413	REGIONAL INTERNATIONAL CORP	08/29/17	200099	88.00
130389	2212	RESOURCES FOR READING	08/29/17	200398	322.45
130390	5703	SCHAEFER SUPPLY	08/29/17	200662	766.15
130391	1540	VOIDED DURING PRINTING	08/29/17		
130392	1540	VOIDED DURING PRINTING	08/29/17		
130393	1540	SCHOOL SPECIALTY	08/29/17	200786	4,085.87
130394	1542	SCHOOL SPECIALTY INC.	08/29/17	200722	3,051.67
130395	1569	SHERWIN WILLIAMS	08/29/17	200736	1,004.32
130396	4451	STAPLES ADVANTAGE	08/29/17	200801	663.22
130397	1629	STAPLES BUSINESS ADVANTAGE	08/29/17	200228	306.34
130398	1657	SUBURBAN LOCK & KEY	08/29/17	200166	42.40
130399	5458	SWEET HOME SOCCER	08/29/17	200840	325.00
130400	1696	TEACHER'S DISCOVERY	08/29/17	200532	197.06
130401	2133	TOWN CLERK	08/29/17	200167	1,118.40

**SUMMARY WARRANT NUMBER 17 - FUND A - CASH DISB 08/28-29/2017
FOR 08/01/17 - 08/31/17**

CHECK#	VENDOR#	VENDOR NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
130402	7091	TRI-STAR DISTRIBUTING	08/29/17	200063	178.56
130403	6271	UNISHIPPERS	08/29/17	200865	559.73
130404	1808	UNITEDRICHTER ELECTRIC MOTORS	08/29/17	200345	2,070.62
130405	5707	W.B. MASON CO., INC.	08/29/17	200321	429.79
130406	1933	ZEP MANUFACTURINGCOMPANY	08/29/17	200065	395.52
NUMBER OF CHECKS 58			WARRANT TOTAL		80,323.72
			VENDOR PORTION		80,323.72

CERTIFICATION OF WARRANT

To The District Treasurer:

I hereby certify that I have verified the above claims, 58 in number, in the total amount of \$ 80,323.72
You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/19/17
DATELutz Lawrenson
SIGNATUREClaims Auditor
TITLE

Report Completed 10:48 AM

James H. Harker** 130351 - Voided At Hemer*** 130363 - Filtrac will be voided*

**SUMMARY WARRANT NUMBER 2 - FUND C - CASH DISB 08/28-29/2017
FOR 08/01/17 - 08/31/17**

CHECK#	VENDOR#	VENDOR NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
451148	5219	TETREAULT, SCOTT	08/29/17		17.75
NUMBER OF CHECKS 1			WARRANT TOTAL		17.75
			VENDOR PORTION		17.75

CERTIFICATION OF WARRANT

To The District Treasurer:

I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$ 17.75.
You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/31/17
DATELynne Laurensen
SIGNATUREClaims Auditor
TITLE

Report Completed 10:49 AM

**SUMMARY WARRANT NUMBER 3 - FUND F - CASH DISB 08/14/17
FOR 08/01/17 - 08/31/17**

CHECK#	VENDOR#	VENDOR NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
502584	5454	AUTISM SERVICES, INC.	08/15/17	200704	3,828.00
502585	6647	BUFFALO THERAPEUTIC RIDING CTR	08/15/17	200718	800.00
502586	240	CANTALICIAN CENTER FOR LEARNIN	08/15/17	200705	23,131.50
502587	2136	CENTER FOR HANDICAPPED CHILD	08/15/17	200706	18,349.00
*502588	531	ERIE I BOCES	08/15/17	200739	800.00
502589	1660	SUMMIT EDUCATIONAL RESOURCES I	08/15/17	200715	14,752.00
502590	7477	THE RIGHT MOUNTAIN	08/15/17	111950	2,193.80
502591	7594	ZANER-BLOSER, INC.	08/15/17	112027	844.98
NUMBER OF CHECKS 8			WARRANT TOTAL		64,699.28
			VENDOR PORTION		64,699.28

CERTIFICATION OF WARRANT

To The District Treasurer:

I hereby certify that I have verified the above claims, 8 in number, in the total amount of \$ 64,699.28.
You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/16/17
DATE

Lyle Laurenceau
SIGNATURE

Claims Auditor
TITLE

Report Completed 10:29 AM

*502588 - Not audited

**SUMMARY WARRANT NUMBER 4 - FUND F - CASH DISB 08/28-29/2017
FOR 08/01/17 - 08/31/17**

CHECK#	VENDOR#	VENDOR NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
502592	84	ASPIRE OF WESTERN NEW YORK INC	08/29/17	200903	8,368.98
502593	2098	BAKER VICTORY SERVICES	08/29/17	200712	2,864.01
502594	6647	BUFFALO THERAPEUTIC RIDING CTR	08/29/17	200718	800.00
502595	240	CANTALICIAN CENTER FOR LEARNIN	08/29/17	200705	23,131.50
502596	4651	ELLEN COOL, MT-BC, LCAT	08/29/17	200790	1,440.00
502597	628	GATEWAYLONGVIEW INC	08/29/17	200714	4,995.80
502598	751	HERITAGE CENTERS	08/29/17	200708	11,733.00
502599	2225	NCS PEARSON, INC.	08/29/17	200729	459.10
502600	1628	STANLEY G FALK SCHOOL	08/29/17	200707	9,604.00
502601	7584	TOBIL DYNAVOX	08/29/17	200730	1,074.60
502602	6804	WPS	08/29/17	200728	115.50
NUMBER OF CHECKS 11			WARRANT TOTAL		64,586.49
			VENDOR PORTION		64,586.49

CERTIFICATION OF WARRANT

To The District Treasurer:

I hereby certify that I have verified the above claims, 11 in number, in the total amount of \$ 64,586.49.
You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/31/17
DATELiz Lawrence
SIGNATUREClaims Auditor
TITLE

Report Completed 10:49 AM

**SUMMARY WARRANT NUMBER 1 - FUND H - CASH DISB 08/14/17
FOR 08/01/17 - 08/31/17**

CHECK#	VENDOR#	VENDOR NAME/CHECK DESCRIPTION	CHECK DATE	PO#	CHECK AMOUNT
601419	7630	MCINTOSH & MCINTOSH, PC	08/15/17	200811	10,800.00
NUMBER OF CHECKS 1			WARRANT TOTAL		10,800.00
			VENDOR PORTION		10,800.00

CERTIFICATION OF WARRANT

To The District Treasurer:

I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$ 10,800.00.

You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/16/17
DATELiz Lawrence
SIGNATUREClaims Auditor
TITLE

Report Completed 10:30 AM

Grand Island Central School District

1100 Ransom Road • Grand Island, New York 14072

Telephone (716) 773-8800 • Fax (716) 773-6279

www.grandislandschools.org

Meeting Date: October 10, 2017

Agenda Item: Treasurer's Report

Board Action Required:

☐

For Information Only:

☒

Detail:

Treasurer's Report for:

▪ July 2017

Prepared By:


Robert McDow

Assistant Superintendent of School Business and Finance

Recommended By:

Dr. Brian Graham
Superintendent of Schools

**BOARD OF EDUCATION
GRAND ISLAND CENTRAL SCHOOL DISTRICT
TREASURER'S REPORT**

**July
2017**

GENERAL FUND

Checking/ MM Balance June 30, 2017	\$13,285,341.07
---	-----------------

Receipts For The Month

Accrued Revenues and Due Tos	\$906,449.37
------------------------------	--------------

Interest	\$1,437.46
----------	------------

Miscellaneous Revenue	\$23,167.12
-----------------------	-------------

Property Taxes & STAR	\$0.00
-----------------------	--------

State Aid (less accruals)	\$0.00
----------------------------	--------

Wires/ACH Debits Issued During the Month	\$1,066,164.34
---	----------------

Warrants/ Checks Drawn During the Month	\$602,719.05
--	--------------

Checking/ MM Balance July 31, 2017	\$12,547,511.63
---	-----------------

Per Bank Reconciliations	\$12,547,511.63
--------------------------	-----------------

SCHOOL LUNCH

Checking/ MM Balance June 30, 2017	-\$13,223.61
---	--------------

Receipts for the month	\$25,000.33
------------------------	-------------

Warrants/ Checks for the Month	\$58.39
--------------------------------	---------

Checking/ MM Balance July 31, 2017	\$11,718.33
---	-------------

Per Bank Reconciliation	\$11,718.33
-------------------------	-------------

SPECIAL AID

Checking/ MM Balance June 30, 2017	\$7,080.85
---	------------

Receipts for the month	\$50,000.00
------------------------	-------------

Warrants/ Checks for the Month	\$12,720.83
--------------------------------	-------------

Checking/ MM Balance July 31, 2017	** \$44,360.02
---	----------------

Per Bank Reconciliation	** \$44,360.02
-------------------------	----------------

CAPITAL FUND

Checking/ MM Balance June 30, 2017	\$1,874,944.36
---	----------------

Receipts for the month	\$252.79
------------------------	----------

Warrants/ Checks for the Month	\$2,432.27
--------------------------------	------------

Checking/ MM Balance July 31, 2017	\$1,872,764.88
---	----------------

Per Bank Reconciliation	\$1,872,764.88
-------------------------	----------------

**BOARD OF EDUCATION
GRAND ISLAND CENTRAL SCHOOL DISTRICT
TREASURER'S REPORT**

**July
2017**

Page 2

TRUST & AGENCY

Checking/ MM Balance June 30, 2017		\$1,421,512.92
Receipts for the month	\$162,402.13	
Warrants/ Checks for the Month		\$185,368.66
Checking/ MM Balance July 31, 2017		\$1,398,546.39
Per Bank Reconciliation		\$1,398,546.39

PAYROLL ACCOUNT

Checking/ MM Balance June 30, 2017		\$0.00
Receipts for the month	\$5,928.79	
Warrants/ Checks for the Month		\$5,928.79
Checking/ MM Balance July 31, 2017		\$0.00
Per Bank Reconciliation		\$0.00

**BOARD OF EDUCATION
GRAND ISLAND CENTRAL SCHOOL DISTRICT
TREASURER'S REPORT**

**July
2017**

GENERAL FUND

Checking/ MM Balance June 30, 2017	\$13,285,341.07
---	------------------------

Receipts For The Month

Accrued Revenues and Due Tos	\$906,449.37
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Interest	\$1,437.46
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Miscellaneous Revenue	\$23,167.12
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Property Taxes & STAR	\$0.00
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State Aid (less accruals)	\$0.00
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SCHOOL LUNCH

Checking/ MM Balance June 30, 2017	-\$13,223.61
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Receipts for the month	\$25,000.33
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Checking/ MM Balance July 31, 2017	\$11,718.33
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Per Bank Reconciliation	\$11,718.33
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SPECIAL AID

Checking/ MM Balance June 30, 2017	\$7,080.85
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Warrants/ Checks for the Month	\$12,720.83
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**BOARD OF EDUCATION
GRAND ISLAND CENTRAL SCHOOL DISTRICT
TREASURER'S REPORT**

**July
2017**

Page 2

TRUST & AGENCY

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Warrants/ Checks for the Month	\$5,928.79	
Checking/ MM Balance July 31, 2017		\$0.00
Per Bank Reconciliation		\$0.00

Grand Island Central School District

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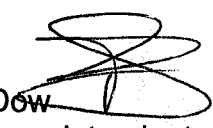
Meeting Date: October 10, 2017

Agenda Item: Revenue Status Report

Board Action Required: ☐

For Information Only: ☒

Detail: Detail report of the District's revenues as of:
▪ July 2017

Prepared By: 
Robert McDow
Assistant Superintendent of School Business and Finance

Recommended By: Dr. Brian Graham
Superintendent of Schools

REVENUE BUDGET STATUS - FUNDS: A FOR PERIOD COVERED 07/01/17 - 07/31/17

ACCOUNT	ACCOUNT NAME	BUDGET	ADJUSTMENTS	REVISED BUDGET	REVENUE EARNED	UNEARNED REVENUE
A 1001	REAL PROPERTY TAXES	28,972,093.00	0.00	28,972,093.00	0.00	28,972,093.00
A 1081	IN LIEU OF TAXES	70,000.00	0.00	70,000.00	0.00	70,000.00
A 1085	SCHOOL TAX RELIEF REIMBUR	4,154,300.00	0.00	4,154,300.00	0.00	4,154,300.00
A 1120	SALES TAX	2,985,000.00	0.00	2,985,000.00	0.00	2,985,000.00
A 1311	TUITION (DAY SCHOOL)	35,000.00	0.00	35,000.00	0.00	35,000.00
A 1315	TUITION (ADULT ED)	80,000.00	0.00	80,000.00	10,685.00	69,315.00
A 1320	TUITION (SUMMER SCHOOL)	0.00	0.00	0.00	2,780.00	(2,780.00)
A 1330	TEXTBOOK CHARGES	500.00	0.00	500.00	0.00	500.00
A 1335	STUDENT FEES	3,000.00	0.00	3,000.00	0.00	3,000.00
A 1410	ADMISSIONS	4,000.00	0.00	4,000.00	0.00	4,000.00
A 1489	OTHER CHARGES FOR SERVICE	30,000.00	0.00	30,000.00	4,261.01	25,738.99
A 2280	HEALTH SERVICES	1,000.00	0.00	1,000.00	0.00	1,000.00
A 2401	INT & EARNINGS (CHECK)	50,000.00	0.00	50,000.00	278.53	49,721.47
A 2401.001	INT & EARNINGS (SAV)	0.00	0.00	0.00	1,158.93	(1,158.93)
A 2414	RENTAL - INSTRUMENTS	4,800.00	0.00	4,800.00	0.00	4,800.00
A 2440	RENTAL OF BUSES	10,000.00	0.00	10,000.00	456.04	9,543.96
A 2450	COMMISSIONS	2,500.00	0.00	2,500.00	179.71	2,320.29
A 2670	SALES OF INSTRUCTIONAL SU	1,000.00	0.00	1,000.00	0.00	1,000.00
A 2680	INSURANCE RECOVERIES	10,000.00	0.00	10,000.00	963.49	9,036.51
A 2701	PRIOR YR REFUNDS(BOCES)	200,000.00	0.00	200,000.00	0.00	200,000.00
A 2703	OTHER REFUNDS	25,000.00	0.00	25,000.00	345.55	24,654.45
A 2705	GIFTS AND DONATIONS	1,500.00	0.00	1,500.00	509.09	990.91
A 2770	MISC UNCLASSIFIED	40,000.00	0.00	40,000.00	2,987.23	37,012.77
A 3101	STATE AID (REGULAR)	15,481,379.00	0.00	15,481,379.00	0.00	15,481,379.00
A 3101.001	STATE AID (EXCESS)	746,469.00	0.00	746,469.00	0.00	746,469.00
A 3102	LOTTERY AID	3,500,000.00	0.00	3,500,000.00	0.00	3,500,000.00
A 3103	BOCES AID	1,327,000.00	0.00	1,327,000.00	0.00	1,327,000.00
A 3260	TEXTBOOK AID	204,846.00	0.00	204,846.00	0.00	204,846.00
A 3262	SOFTWARE AID	50,262.00	0.00	50,262.00	0.00	50,262.00
A 3263	LIBRARY AID	19,546.00	0.00	19,546.00	0.00	19,546.00
A 4601	MEDICAID ASSISTANCE	100,000.00	0.00	100,000.00	0.00	100,000.00
A 5031	INTERFUND TRANSFERS	2,579,826.00	0.00	2,579,826.00	0.00	2,579,826.00
FUND A TOTAL		60,689,021.00	0.00	60,689,021.00	24,604.58	60,664,416.42

Grand Island Central School District

1100 Ransom Road • Grand Island, New York 14072
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Meeting Date: October 10, 2017

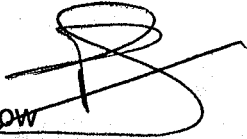
Agenda Item: Obsolete Equipment

Board Action Required: ☒

For Information Only: ☐

Detail: Attached is are emails from David Khreis requesting to dispose of the following items:

- Kaegebein – Plainer & Unisaw
- Freezer (portable)

Prepared By: 
Robert McDow
Assistant Superintendent of School Business and Finance

Recommended By: Dr. Brian Graham
Superintendent of Schools



Appenheimer, Jennifer <jenniferappenheimer@gicsd.org>

equipment to dispose of with property tags

1 message

Khreis, David <davidkhreis@gicsd.org>

Fri, Sep 29, 2017 at 8:26 AM

To: Jennifer Appenheimer <jenniferappenheimer@gicsd.org>

Jennifer,

I removed 2 pieces of obsolete equipment from Kaegebein as per the request of Mike Demartin.

(1) delta plainer tag # 100427

(1) 10"rockwell unisaw tag # 100428

I have them at the shop on staley and will dispose of as soon as you authorize me to junk. Thanks and hope you have a great weekend!!!!

Dave K

--

David Khreis
Maintenance Department Crew Chief
Grand Island Central Schools
3325 Staley Road
Grand Island, New York 14072
Office Phone: 716-773-8715
Cell Phone: 716-846-5401
Fax: 716-773-8878
E-mail: davidkhreis@gicsd.org

Spam

Not spam

Forget previous vote



Appenheimer, Jennifer <jenniferappenheimer@gicsd.org>

true freezer portable

1 message

Khreis, David <davidkhreis@gicsd.org>

Mon, Oct 2, 2017 at 9:41 AM

To: Jennifer Appenheimer <jenniferappenheimer@gicsd.org>

Jennifer,

Would you please remove an obsolete non- repairable small portable True freezer from the hs as per the new food service director Patrick. The property tag number is 101275. Thanks. I will wait to hear from you for disposal. Have a good week!!!!

Dave K

--

David Khreis
Maintenance Department Crew Chief
Grand Island Central Schools
3325 Staley Road
Grand Island, New York 14072
Office Phone: 716-773-8715
Cell Phone: 716-846-5401
Fax: 716-773-8878
E-mail: davidkhreis@gicsd.org

Spam
Not spam
Forget previous vote

Grand Island Central School District

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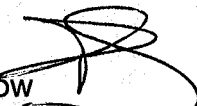
Meeting Date: October 10, 2017

Agenda Item: 2016 – 2017 External Audit Report

Board Action Required: ☒

For Information Only: ☐

Detail: Mr. John Schiavone from Lumsden & McCormick LLP will be presenting the 2016-2017 external audit report to the Board of Education. The district is required to have an approval of the report from the BOE and the minutes are sent to SED.

Prepared By: Robert McDow 
Assistant Superintendent of School Business & Finance

Recommended By: Dr. Brian Graham
Superintendent of Schools

Grand Island Central School District

1100 Ransom Road • Grand Island, New York 14072

Telephone (716) 773-8800 • Fax (716) 773-6279

www.grandislandschools.org

Meeting Date: October 10, 2017

Agenda Item: Contract Extension – School Related Personnel

Board Action Required: ☒

For Information Only: ☐

Detail: An agreement has been reached between the District and the School Related Personnel Union.

Prepared By: Robert McDow
Asst. Supt. of School Business and Finance

Recommended By: Dr. Brian Graham
Superintendent of Schools

XI. Special Education and Pupil Personnel

Recommendation/Summary

Special Education and Pupil Personnel:

1. Informational Item:
 - a. PPS1. Athletic/Extracurricular Code of Conduct
2. You will need to approve the following:
 - a. PPS2. Committee on Pre-School Special Education Report
 - b. PPS3. Committee on Special Education Report
 - c. PPS4. Code of Conduct – Final Read, action requested 10/10/17



Grand Island Central School District Board of Education Meeting Coversheet

Meeting Date: October 10, 2017

Agenda Item: PPS

Board Action Required: ☐

For Information Only: ☒

Detail: Athletic/Extracurricular Code of Conduct

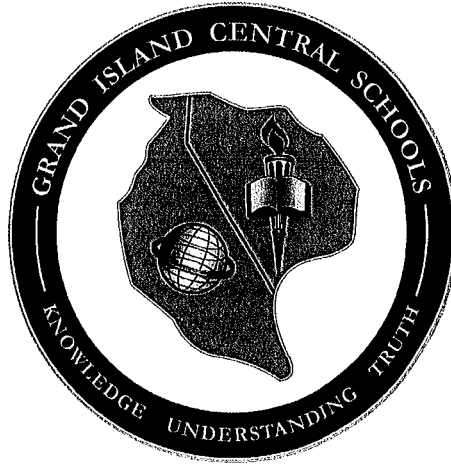
Karen Surdyke will present this information

Prepared By: Cheryl Cardone
Director of Pupil Personnel Services

A handwritten signature in black ink, appearing to read "Cheryl Cardone", written over the printed name.

Dr. Brian Graham
Superintendent of Schools

**GRAND ISLAND
CENTRAL SCHOOL DISTRICT**



**ATHLETIC and EXTRACURRICULAR
CODE of CONDUCT**

August 2017

ATHLETIC/ EXTRACURRICULAR CODE of CONDUCT

Introduction

The following document is intended to communicate general rules and code of conduct expectations in effect for students. For the remainder of this document "student" will refer to any student who participates on an athletic team or in an extracurricular club/ activity. "AECC" will refer to the Athletic and Extracurricular Code of Conduct. Questions regarding any part of this document should be directed to the Athletic Director/ Building Administration.

Understandings of the AECC

- 1) Applies to all athletic teams and extracurricular activities/clubs, but not co-curricular events. (i.e. concerts)
- 2) Applies to events that are held on/off campus.
- 3) Applies to activities/clubs that may fall under one of two categories:
 - a) Not board approved/student-led (i.e. Vikingettes, Inspire)
 - b) Board approved
 - i) those with competitions (i.e. Mock Trial)
 - ii) those without competitions (i.e. Student Council)

Eligibility for Student Athletes

The Niagara Frontier League and NYSPHSAA require that a participating athlete must be a bona fide student in the GICSD. He or she must also be enrolled in (and passing) a minimum of four (4) courses plus physical education in order to participate in interscholastic athletics. Students may appeal this eligibility policy to their building principal at the end of each 5-week grading period. Students who do not meet these minimum requirements will be required to get extra help before or after school a minimum of three days per week. To become eligible, they must improve their grades prior to the next 5-week review period. They may attend practice on a limited basis, but cannot participate in any game or contest during this "probationary" period until they are declared eligible by the building administrator or appropriate designee.

Rules & Expectations

All school rules apply at all times. All students are accountable for following school district regulations throughout their school year as well as during the summer months.

It is the Athletic Director's/ Building Administrator's responsibility to declare a student ineligible due to:

- 1.) lack of acceptable performance in school
- 2.) conduct unbecoming a student

Students are accountable for violations of the AECC for a period of one year from the date of the violation. The discipline for that violation will be administered during the current activity/club/sport season. If the violation occurs outside the season a student participates, discipline will be administered during the next activity/club/sport season.

Possession and/or Consumption of Alcohol, Drugs or Any Other Illegal Substance

The GICSD's Policy prohibits the possession of and/or use of any amount of alcoholic beverage, tobacco products, e-cigarettes or unauthorized use of drugs (controlled chemicals or substances) by students and student-athletes. Parents, by law, must not host or participate in any social functions where controlled substances are being used by minors. This includes events held on an adult's property when the adult/owner is not present.

Regulations and General Conduct Expectations

It is the expectation of the GICSD that all students:

1. maintain the behavior expected of a good citizen and not exhibit any conduct unbecoming a Grand Island student;
2. not use or possess any tobacco products (cigarettes, cigars, pipes, snuff, chewing tobacco, e-cigarettes etc.);
3. not use or possess alcohol or be under the influence of alcoholic beverages;
4. not use or possess drugs or be under the influence of an illegal substance including, but not limited to inhalants, marijuana, cocaine, LSD, PCP, amphetamines, heroin, steroids, "look-alike drugs", "designer drugs", or prescription/over-the-counter medication except for prescription use;
5. abstain from using non-prescription performance enhancing substances;

6. not attend any social functions where alcohol and/or tobacco are being used by minors or where controlled substances are being used unlawfully by anyone. The student **must leave the site immediately** upon the knowledge of alcohol and/or tobacco use by persons under the age of 21 or unlawful use of controlled substances by anyone.

Reporting a Violation

These expectations apply whether on or off school property. Any student observed engaged in unbecoming conduct at any time on or off school grounds must be referred to the Athletic Director/ Building Administration. All reported incidents, in or out of season, will be investigated by the Athletic Director and/or Building Administration to determine if there is a cause for school discipline. Evidence from a GICSD employee, parent, student or law enforcement unit shall be considered in the investigation. Such violations may be reported by any student or adult. The Athletic Director/ Building Administration will investigate the alleged violation and determine what disciplinary action, if any, should be imposed.

Stage	Action
1	Athletic Director/ Building Administration is made aware of an incident
2	Athletic Director/ Building Administration investigates incident, speaks with student, and determines the discipline, if appropriate.
3	Athletic Director/ Building Administration contacts student's parent(s) with disciplinary decision. Parent(s) have the right to an informal conference, if requested.
4	Parents concur with decision or appeal
5	If an appeal is submitted in writing within 3 days of the decision to the Athletic Director/ Building Administration, he/she will summon the Appeals Board. During this time the student may return to practice, competition, or participation in the athletic team or extracurricular activity pending the outcome of the Appeals Hearing.
6	Following the Appeals Hearing the Appeals Board makes a decision, and any consequence will go into effect immediately.

Violations and Penalties

Participation in athletics and extracurricular activities/clubs for the GICSD is a privilege. Most of the regulations cited above and many others not listed should be self-imposed rules. Nevertheless, if a student violates any of the above regulations, it will be necessary to invoke disciplinary action. Each penalty shall be commensurate with the circumstances and possible mitigating factors respective to each specific incident in question.

Athletic Penalties

1. **First Offense**: 20% suspension from the regularly scheduled competitions in that season.
2. **Second Offense**: 50% suspension from the regularly scheduled competitions in that season.
3. **Third Offense**: All athletic competitions revoked for a period of up to one (1) calendar year from the date of the infraction.

Extracurricular Penalties

1. Students, who participate in a club/activity that involves competitions and/or special events (i.e. Masterminds, Musical), are subject to the same penalties (i.e. 20% suspension from the scheduled competitions/events for the 1st offense) that an athlete would receive.
 - a. **Example**: A student participating in a club/activity that had 10 competitions throughout the school year would receive a 2 competition penalty for a 1st offense. They would still be allowed to participate in practices/meetings.
2. Students who participate in a club/activity that **do not** involve competitions and/or special events (i.e. Bookstore, Student Council) will receive a 20% suspension from participation in the club activities (i.e. meetings, rehearsals, etc.).
 - a. **Example**: A student who participates in a club/activity that meets once per week throughout the entire school

year would receive an 8 meeting penalty for a 1st offense.

Penalty Carry-Over

Beginning July 1st of the school year prior to students entering grade 9, offenses will carry over from year to year. If disciplinary requirements are not completed during the season in which they occurred, they will be carried over to the next season for that student. For example, if all the disciplinary action imposed on a spring sport athlete is not completed, the remaining percent to be completed will be carried over to the next sport season in which that athlete participates. Students in a "carry-over" situation are able to try out and practice but will not compete until the full discipline is completed. The carry over clause also applies to extra-curricular programs.

In addition, for Middle School students, offenses carry over from July 1 before entering Grade 6 to June 30 of Grade 8. They do not carry over to the High School.

NOTE: Middle School students who are selectively classified to compete at the High School level will be treated as High School students. The GICSD strongly recommends that any student who has violated our substance abuse regulations participate in a professional counseling program. The District will assist in locating outside counseling options if needed. Participation may impact the disciplinary sanction. The academic and behavioral records of transfer students will be reviewed and may impact eligibility.

Suspension begins from the date a determination of guilt is made and is inclusive of all days beginning with the first day of school in the fall through the official end of the school year. Students whose suspension carries over into a subsequent season may try-out for an activity/club/sport in this new season, but are ineligible to participate in any contest until their suspension period is complete. Summer weeks may not count in the suspension should there be a carry over in the event the school year ends before the suspension is completed.

Suspension Appeal Process

- **Suspension decisions made by the Athletic Director/ Building Administration** may be appealed by the student, his/her parent(s) and/or the advisor/coach. The appeal must be made in writing to the Athletic Director/ Building Principal within three (3) calendar days of the suspension decision. The Athletic Director/Building Principal will then convene a hearing with the Appeals Board. From the time a formal appeal is submitted, the student is able to participate in the sport/ club/ activity until the Appeals Board makes its decision. Any penalty given by the Appeals Board will be immediately imposed. The Appeals Board has the authority to uphold, rescind or modify the penalty imposed by the Building Athletic Director/ Building Administration in any way.
- **Suspension decisions made by the Appeals Board** may also be appealed by the student, his/her parent(s) and/or the advisor/coach to the Board of Education and Superintendent of Schools. The appeal must be made in writing to the president of the Board of Education through the Superintendent within three (3) calendar days of the Appeals Board decision. The Board of Education will review the transcript of the hearing in an executive session. The Board of Education shall have the authority to uphold, rescind or modify the penalty imposed in any way. The Board of Education decision will be reported in writing and will specify the basis for its decision. Any penalty given by the Board of Education will be immediately imposed, even if the decision is appealed.
- **Suspension decisions made by the Board of Education** may be appealed by the parent(s) of the student to the Commissioner of Education in Albany. The parent(s) have thirty (30) calendar days to initiate the appeal from the date of the Board of Education decision. During this time the student must adhere to any disciplinary action imposed by the Board of Education until the Commissioner makes his decision. The decision of the Commissioner is final and has no appeal provision.

Appeal Step	Action
1	Student and/or parent/guardian appeal the suspension to the Athletic Director/Building Principal in writing within 3 days of notification of discipline.
2	Athletic Director/Building Principal convenes the Appeals Board and an Appeals Board Hearing is scheduled.
3	Appeals Board renders a decision
4	Student and/or parent/ guardian has the right to appeal the decision to the Board of Education and Superintendent of Schools in writing within 3 days of being given the decision

	of the Appeals Board. The transcript of the hearing will be reviewed and a final decision will be made.
5	Student's parent/ guardian has the right to appeal the decision of the Board of Education and Superintendent of Schools to the Commissioner of Education in Albany in writing within 30 calendars days of the Board of Education decision. Discipline imposed by the Board of Education remains in effect until the Commissioner makes his decision.

Appeals Board Hearing

- Prior to the hearing, the student and his/her parent/guardian will be notified in writing of the allegation and potential disciplinary action.
- The student and parent/guardian will have the opportunity to be present at the hearing and to provide evidence to support the appeal.
- The student will be given the opportunity to explain any circumstances surrounding the alleged conduct pertinent to his/her defense.
- The hearing will be digitally recorded.

The Appeals Board

The Appeals Board will be chaired by the building principal and will include one assistant principal, one coach/advisor from the Middle School or High School, one community member and one teacher for a total of five members. The Appeals Board will be responsible for conducting hearings of appeals of decisions made by the Athletic Director/Building Administration on violations of the AECC.

Appeals Board Decisions

- The decision will be based on all the evidence presented.
- The decision will reflect the impact on the school community or violation of school rules.
- The decision will be based on a majority vote of the Appeals Board.
- The decision will be reported in writing specifying the evidence upon which the decision was made and specifying the extent of the disciplinary measure to be imposed.

“Sportsmanship”

Students are expected to act in a sportsmanlike manner toward each other, their opponents, officials and fans before, during and after athletic or extracurricular contests.

A student may be suspended from participation by the advisor, athletic director, coach, and/or the principal for inappropriate behavior including but not limited to:

- Use of profanity or exhibition of unsportsmanlike conduct
- Verbal or physical abuse, bullying, harassment
- Willfully damaging facilities or property at Grand Island or at another school (vandalism)
- Theft of items from an individual or school
- Acts of insubordination or endangering the safety of others

A suspension shall be determined by the advisor, coach or administrator based upon the severity of the actions and/or repeated offenses. All disciplinary actions are at the discretion of the school principal. If a student, parent or guardian should wish to appeal this decision all appeals will be handled in the manner discussed above.

If a student is dismissed from or quits a club/activity, all awards earned shall be forfeited (i.e. Varsity Letter, Bar, Championship T-shirt, certificates, etc.). It is the student's responsibility to inform the coach/ advisor if he or she desires to

leave or quit a team or club/ activity. The coach/ advisor can additionally make the determination that a student has left the team based on nonparticipation.

Athletic Note: The Niagara Frontier League Sportsmanship Code will be in effect for all student/athletes and coaches at all contests. An automatic one game suspension will result for player(s) or coaches for the next scheduled contest following ejection from competition by game officials for unsportsmanlike conduct. An extended suspension may result from repeated acts of unsportsmanlike conduct.

Violence Prevention

The following actions are against the law and will not be tolerated at Grand Island:

- Hazing
- Sexual Harassment
- Aggressive Behavior
- Verbal or Physical Abuse, Harassment/ Bullying

Any student found guilty will be sanctioned accordingly by the School Superintendent, Building Administration, Athletic Director, Advisor, Coach or legal authorities.

Spectator Sportsmanship

The Grand Island team bench or team sideline area is off limits to all spectators. Only authorized school personnel are permitted. (Example: coaches, advisors, statisticians, chain crew, scorekeepers, clock operators, media, volunteer coaches, and managers.) The school reserves the right to remove any spectator from a contest for unsportsmanlike conduct or behavior. The school also reserves the right to refuse attendance to those whose conduct is not appropriate to the spirit of good sportsmanship. Sportsmanship is the responsibility of all people involved in the school district.

Attendance

Students are expected to attend all practices, rehearsals, competitions, meetings, games, and team affairs unless legally excused by the advisor, coach and/or school official. Excused absences include the following:

- Advisor/Coach permission
- Administration permission
- Legal absence from school
- Family emergency

Penalties for an illegal or unapproved absence from practice, rehearsal, competition, game, or team affair may include, but not be limited to:

- Disciplinary action by the advisor/coach
- Short/Long term suspension from competition
- Dismissal from the team/ activity.

It is the responsibility of the players to notify the coach/ advisor **in advance** if he or she cannot attend a practice, game, meeting, competition, etc.

Students who are suspended from school on the day of a practice, rehearsal, competition, game, or team affair are not eligible for participation. Students suspended on a Friday shall not be eligible for weekend contests.

In order for students to participate in practice or contests, students must attend at least 5 class periods on the day of the activity. The Athletic Director/ Building principal may review unusual circumstances if necessary.

All student-athletes must attend and participate in P.E. on the day of a practice or game if they are scheduled for P.E. that day. Students are exempt from this requirement if they have a written legal excuse from school for a portion of the day in which their P.E. class falls, as long as they attend at least 5 other class periods on that day.

Team/ club members are required to travel to and from an away contest on the school bus or on transportation provided by the school district. *They cannot drive themselves or others to the competition.* Requests by parents for exemptions to this rule must be made to the advisor/coach in writing. These exemptions may be granted at the discretion of the

advisor/coach, with approval of the Athletic Director/ Building Principal.

SECTION VI - NYSPHSAA SPORTSMANSHIP PHILOSOPHY

- 1) We believe that interscholastic athletics is an important part of education and support the ideals and values embodied in good sportsmanship.
- 2) We believe that sportsman-like behavior is essential if interscholastic competition is to contribute usefully and constructively to the broad goals of education and to the quality of life of those involved.
- 3) We pledge ourselves individually and collectively to encourage and support the development and maintenance of a sportsman-like atmosphere for athletic competition.

SECTION VII - NYSPHSAA CODE OF CONDUCT

- 1) A genuine interest in and enjoyment of interscholastic competition requires conduct that reflects the understanding that contests, as a part of the overall school program are intended to be enjoyed. Behavior that reflects a winning at all cost attitude violates this standard.
- 2) Interscholastic competition provides valuable lessons and learning experiences that are not possible in the regular classroom setting. All involved must support the need to develop the ability to compete with enthusiasm and to accept winning with grace and losing with dignity.
- 3) Coaches, players, and fans should know that participation is an honor and privilege which requires them to conduct themselves in a manner that brings honor and pride to their school and community.
- 4) Respect for the cultural and ethnic diversity of one's opponents, their school, and community is a fundamental tenet of wholesome athletic competition. This standard suggests that planned activity is needed to demonstrate a warm and friendly welcome, mutual respect, and a genuine readiness to participate in a sportsman-like manner.
- 5) Players should demonstrate both knowledge of the rules and respect for game officials and their decisions. Coaches and school officials have the responsibility to teach and encourage these attributes.

Contact Information

Dr. Brian Graham
Superintendent of Schools
773-8800

Mr. Jon Roth
Director of Athletics
773-8812

Mr. Mike Lauria
High School Principal
773-1304

Mr. John Fitzpatrick
Middle School Principal
773-1403

Mrs. Karen Surdyke
Asst Athletic Director/Asst HS Principal
773-1306

ATTACHMENT 1 Concussion Information

INFORMATION FOR STUDENT—ATHLETES & PARENTS/LEGAL CUSTODIANS

What is a concussion? A concussion is an injury to the brain caused by a direct or indirect blow to the head. It results in your brain not working as it should. It may or may not cause you to black out or pass out. It can happen to you from a fall, a hit to the head, or a hit to the body that causes your head and your brain to move quickly back and forth.

How do I know if I have a concussion? There are many signs and symptoms that you may have following a concussion. A concussion can affect your thinking, the way your body feels, your mood, or your sleep. Here is what to look for:

Thinking/Remembering	Physical	Emotional/Mood	Sleep
Difficulty thinking clearly	Headache	Irritability-things bother you more easily	Sleeping more than usual
Taking longer to figure things out	Fuzzy or blurry vision	Sadness	Sleeping less than usual
Difficulty concentrating	Feeling sick to your stomach/queasy	Being more moody	Trouble falling asleep
Difficulty remembering new information	Vomiting/throwing up	Feeling nervous or worried	Feeling tired
	Dizziness	Crying more	
	Balance problems		
	Sensitivity to noise or light		

Table is adapted from the Centers for Disease Control and Prevention (<http://www.cdc.gov/concussion/>)

What should I do if I think I have a concussion? If you are having any of the signs or symptoms listed above, you should tell your parents, coach, athletic trainer or school nurse so they can get you the help you need. If a parent notices these symptoms, they should inform your doctor, the school nurse, and athletic trainer.

When should I be particularly concerned? If you have a headache that gets worse over time, you are unable to control your body, you throw up repeatedly or feel more and more sick to your stomach, or your words are coming out funny/slurred, you should let an adult like your parent or coach or teacher know right away, so they can get you the help you need before things get any worse.

What are some of the problems that may affect me after a concussion? You may have trouble in some of your classes at school or even with activities at home. If you continue to play or return to play too early with a concussion, you may have long term trouble remembering things or paying attention, headaches may last a long time, or personality changes can occur once you have a concussion.

How do I know when it's ok to return to physical activity and my sport after a concussion? After telling your coach, teacher, your parents, school nurse, or athletic trainer that you think you have a concussion, you should be seen by a doctor trained in helping people with concussions. We will work with your parents to determine who is best to treat you and determine when you will be eligible to return to participation. The Grand Island Central School District has a policy in place for how to treat concussions. You should not return to play or practice on the same day as your suspected concussion. **Your physician must clear you for activity first. Then you will complete a return to play protocol, and have that signed off by the school physician before you are able to return to athletic activity at the school.**

CONCUSSION

You should not have any symptoms at rest or during/after activity when you return to play, as this is a sign your brain has not recovered from the injury.

GRAND ISLAND CENTRAL SCHOOL DISTRICT

1100 Ransom Road

Grand Island, NY 14072

Phone: (716) 773-8812 Fax: (716) 773-3399

ATHLETIC/EXTRACURRICULAR AGREEMENT

Return the following Agreement to your Coach/Advisor:

We the parents/legal guardian of a student in the GRAND ISLAND Central School District, understand our child's/my role in accepting responsibility and the consequences for inappropriate actions. We/I understand that as an member our child/I will be held to a high standard. We/I have read the Grand Island Central School District Athletic /Extracurricular Agreement and will support the rules as set forth.

We pledge that our student/athlete is a bona fide student in the Grand Island Central School District and that he/she resides in said district. We/I also have been made aware of the Academic Eligibility policies and agree to support those rules. (See Athletic/Extracurricular Agreement/District Code of Conduct/HS Student-Parent Handbook.)

Parent/Guardian initial

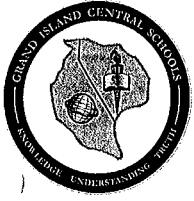
Date

Athlete Signature

Please list below any medical information about this student that you feel the advisors and staff may need to know. i.e. allergies, medical conditions.

Parent/Guardian
Name (Printed) _____

Parent/Guardian
Signature _____



Grand Island Central School District Board of Education Meeting Coversheet

Meeting Date: October 10, 2017

Agenda Item: Committee Recommendations for Board of Education Review

Board Action Required: ☒ Yes

For Information Only: ☐

Detail: Committee Recommendation for Board of Education Review: 3 pages + Cover Sheet

Prepared By: Patricia L. Doricko

Recommended By: Dr. Brian Graham
Superintendent of Schools



Grand Island Central School District Board of Education Meeting Coversheet

Meeting Date: October 10, 2017

Agenda Item: Committee Recommendations for
Board of Education Review

Board Action Required: ☒

For Information Only: ☐

Detail: Committee Recommendation for
Board of Education Review:
2017: 4 Pages + Cover Sheet

Prepared By: Deborah J Longo

Recommended By: Dr. Brian Graham
Superintendent of Schools



Grand Island Central School District Board of Education Meeting Coversheet

Meeting Date: October 10, 2017

Agenda Item: PPS

Board Action Required: ☒

For Information Only: ☐

Detail: Code of Conduct Final read

Prepared By: Cheryl Cardone
Director of Pupil Personnel Services

A handwritten signature in black ink, appearing to read "Cheryl", with a long, sweeping line extending from the end.

Dr. Brian Graham
Superintendent of Schools

GRAND ISLAND CENTRAL SCHOOL DISTRICT

1100 Ransom Road

Grand Island, NY 14072



CODE OF CONDUCT POLICY

Updated 2017

Table of Contents

I. PHILOSOPHY, DEFINITIONS, AND DASA.....	1
II. STUDENT RIGHTS AND RESPONSIBILITIES	6
III. ESSENTIAL PARTNERS	8
IV. STUDENT DRESS CODE	12
V. PROHIBITED STUDENT CONDUCT.....	13
VI. REPORTING VIOLATIONS	17
VII. DISCIPLINARY PENALTIES	19
VIII. DISCIPLINARY PROCEDURES AND REFERRALS	21
IX. DISCIPLINE OF STUDENTS WITH DISABILITIES	29
X. STUDENT CONDUCT ON SCHOOL BUSES	35
XI. STUDENT SEARCHES AND INTERROGATIONS	37
XII. VISITORS TO THE SCHOOLS.....	39
XIII. PUBLIC CONDUCT ON SCHOOL PROPERTY	40
XIV. PUBLICATIONS, DISTRIBUTION, AND REVIEW.....	42

I. PHILOSOPHY, DEFINITIONS, AND DASA

A. PHILOSOPHY OF SCHOOL CONDUCT AND DISCIPLINE

The Board of Education of the Grand Island Central School District has adopted and implemented a written policy on school conduct and discipline designed to promote responsible student behavior. This policy was developed locally in consultation with teachers, administrators, other school service professionals, students and parents/legal guardians, and includes:

- A bill of rights and responsibilities of students which focuses upon positive student behavior, and is publicized and explained to all students on an annual basis;
- A discipline code for student behavior setting forth prohibited student conduct and the range of penalties which may be imposed for violation of such code which is publicized and explained to all students;
- Strategies and procedures for the maintenance and enforcement of public order on school property which shall govern the conduct of all persons on school

premises, in accordance with §2801 of the Education Law and accepted principles of due process of law;

- Procedures within each building to involve student service personnel, administrators, teachers, parents/legal guardians and students in the early identification and resolution of problems;
- For students identified as having handicapping conditions, the policy includes procedures for determining when a student's conduct shall constitute a reason for referral to the Committee on Special Education for review and modification, if as appropriate, of the student's individualized education program;
- Alternative educational programs appropriate to individual student needs;
- Disciplinary measures for violation of the school policies developed in accordance with §3214 of the Education Law;
- Guidelines and programs for staff education to ensure effective implementation of school policy on school conduct and discipline.

The Board of Education will annually review this policy on school conduct and discipline and amend it when appropriate. The policy shall be filed in each school building, and shall be available for review by an individual.

B. DEFINITIONS

For purposes of this code, the following definitions apply:

Authorized School Official means Building Principals, Supervisors, other Administrators, and the Superintendent.

Cisgender describes a person whose gender identity corresponds to the assigned sex at birth.

Color refers to the apparent pigmentation of the skin, especially as an indication or possible indication of race.

Cyberbullying means the harassment/bullying, as defined above, through any form of electronic communication. This may include, among other things, the use, both on and off school property, of electronic technology, including but not limited to, e-mail, instant messaging, blogs, chat rooms, pagers, cell phones, gaming systems and social media websites, to deliberately harass or threaten others.

Disability means (a) a physical, mental or medical impairment resulting from anatomical, physiological, genetic or neurological conditions which prevents the exercise of a normal bodily function or is demonstrable by medically accepted clinical or laboratory diagnostic techniques or (b) a record of such an impairment or (c) a condition regarded by others as such an impairment, provided, however, that in all provisions of this article dealing with employment, the term must be limited to disabilities which, upon the provision of

reasonable accommodations, do not prevent the complainant from performing in a reasonable manner the activities involved in the job or occupation sought or held (Education Law Section 11(4) and Executive Law Section 292(21).

Discrimination means discrimination against any student by a student or students and/or employee or employees on school property or at a school function including but not limited to discrimination based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.

Disruptive Student means an elementary or secondary student under the age of 21 who is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom. A substantial disruption of the educational process or substantial interference with a teacher's authority occurs when a student demonstrates a persistent unwillingness to comply with the teacher's instructions or repeatedly violates the teacher's classroom behavior rules.

Emotional Harm means harm to a student's emotional well-being through creation of a hostile school environment that is so severe or pervasive as to unreasonably and substantially interfere with a student's education.

Employee means any person receiving compensation from a school district or employee of a contracted service provider or worker placed within the school under a public assistance employment program, pursuant to title nine B of article five of the Social Services Law, and consistent with provisions of such title for the provision of services to such district, its students or employees, directly through contract, whereby such services performed by such person involve direct student contact (Education Law Section 11(4) and 1125(3)).

Ethnic Group means a group of people who identify with each other through a common heritage including language, culture and often a shared or common religion and or ideology that stresses ancestry.

Gender Expression is the manner in which a person represents or expresses gender to others, often through behavior, clothing, hairstyles, activities, voice, or mannerisms.

Gender Identity is a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth. Everyone has a gender identity.

Gender means actual or perceived sex and includes a person's gender identity or expression (Education Law Section 11(6).d). *Gender* also means the socially constructed roles, behaviors, activities, and attributes that a given society considers appropriate for men and women. (MASCULINE and FEMININE denote "gender".)

Gender Nonconforming (GNC) is used to describe people whose gender expression differs from stereotypic expectations. The terms "gender variant" or "gender atypical" are also used. Gender Nonconforming individuals may identify as male, female, some combination of both, or neither.

Harassment/Bullying means the creation of a hostile environment by conduct or by threats, intimidation or abuse, including cyber bullying as defined in Education Law 11(8), that has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical wellbeing; or reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety; reasonably causes or would reasonably be expected to cause physical injury or emotional harm to a student; or occurs off school property and creates or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that the conduct, threats, intimidation or abuse might reach school property. The term threats, intimidation and abuse shall include verbal and non-verbal actions.

National Origin means a person's country of birth or ancestor's country of birth.

Parent means parent, guardian or person in parental relation to a student.

Race means a group of persons related by a common descent or heredity. For purposes of enumeration the U.S. Census Bureau used terms such as "White/Caucasian", "Black/African American/African-descent", "Asian", "Bi-racial", "Hispanics/Latinos" etc to describe and classify the inhabitants of the United States.

Religion means specific fundamental beliefs and practices generally agreed to by large numbers of the group or body of persons adhering to a particular set of beliefs and practices.

Religious Practice means a term including practices and observances such as attending worship services, wearing religious garb or symbols, praying at prescribed times, displaying religious objects, adhering to certain dietary rules, refraining from certain activities, proselytizing, etc.

School Bus means every motor vehicle owned and operated for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity, to or from school or school activities, or, privately owned and operated for compensation for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity to or from school or school activities (Education Law Section 11(1) and Vehicle and Traffic Law Section 142)

School Function means a school sponsored extracurricular event or activity (Education Law Section 11(21)).

School Property means in or within any building, structure, athletic playing field, playground, parking lot or land contained within the real property boundary line of a public elementary or secondary school; or in or on a school bus (Education Law Section 142)

Sex means the biological and physiological characteristics that define men and women (MALE and FEMALE denotes "sex").

Sexual Orientation means actual or perceived heterosexuality, homosexuality, or bisexuality (Education Law Section 11(5)). Sexual Orientation describes a person's emotional and sexual attraction to other people based on the gender of the other person. Someone attracted primarily or exclusively to members of the opposite sex is

characterized as straight or heterosexual. Someone attracted primarily to members of the same sex is characterized as homosexual. A person with strong or viable attraction to both genders is characterized as bisexual or pansexual. Sexual Orientation is not the same as Gender Identity. Not all transgender youth identify as gay, lesbian or bisexual, and not all gay, lesbian and bisexual youth display gender-nonconforming characteristics. **Transgender** describes a person whose gender identity does not correspond to their assigned sex at birth.

Transition is the process by which a person socially and/or physically aligns their gender expression more closely to their actual gender identity and away from that associated with their assigned sex at birth.

Violent Student means a student under the age of 21 who:

- Commits an act of violence upon a school employee, or attempts to do so.
- Commits, while on school property or at a school function, an act of violence upon another student or any other person lawfully on school property or at the school function, or attempts to do so.
- Displays, while on school property or at a school function, what appears to be a weapon.
- Knowingly and/or intentionally damages or destroys school district property.
- Knowingly and/or intentionally damages or destroys the personal property of any school employee or any person lawfully on school property or at a school function.
- Possesses, while on school property or at a school function, a weapon.
- Threatens, while on school property or at a school function, to use a weapon.

Weapon means a firearm as defined in 18 USC §921 for purposes of the Gun-Free Schools Act. It also means any other gun, BB gun, pistol, revolver, shotgun, rifle, machine gun, disguised gun, dagger, dirk, razor, stiletto, switchblade knife, gravity knife, brass knuckles, slingshot, metal knuckle knife, box cutter, cane sword, electronic dart gun, Kung Fu star, electronic stun gun, pepper spray or other noxious spray, explosive or incendiary bomb, or other device, instrument, material or substance that can cause physical injury or death.

Weight means aside from the obvious meaning in the physical sciences, the word is used in reference to a person's "size".

C. DIGNITY FOR ALL STUDENTS ACT

In accordance with the *Dignity for All Students Act*, School District policy and practice must ensure that no student is subject to discrimination or harassment, based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, or sex by school employees or students on school property, on a school bus, or at a school function. The Dignity Act emphasizes the creation and maintenance of a positive learning environment for all students. In addition, the amended Dignity Act requires the development of measured, balance, progressive and age-appropriate responses to discrimination, harassment, and bullying of students by students and/or employees. Remedial

responses should place the focus of discipline on discerning and correcting the reasons why discrimination, harassment and bullying occurred. They should also be designed to correct the problem behavior, prevent another occurrence of the behavior, and protect the target of the act. Appropriate remedial measures may include but are not limited to:

- Peer support groups.
- Assignment of an adult mentor at school that the student checks in with at the beginning and end of each school day.
- Corrective instruction that reemphasizes behavioral expectations or other relevant learning or service experience.
- Engagement of student in a reflective activity, such as writing an essay about the misbehavior and its impact on others and how the student might handle the situation differently in the future and/or make amends to those who have been harmed.
- Supportive intervention and/or mediation where the constructive conflict resolution is modeled.
- Behavioral assessment or evaluation.
- Behavioral management plans or behavior contracts, with benchmarks that are closely monitored.
- Student counseling and parent conferences that focus on involving person in a parental relation in discipline issues.

II. STUDENT RIGHTS AND RESPONSIBILITIES

All students are entitled to exercise their constitutional rights as long as they do not interfere with the rights of others, or the orderly process of the school. The school has the right to adopt reasonable regulations in order to provide an orderly school environment. We demonstrate that we value our rights by behaving in a responsible manner.

A. IT IS THE STUDENT'S RIGHT TO:

Attend school in this district when residence requirements are met.

Dress in such a way as to express his or her personality.

Expect that the school will be an orderly place for all students to gain an education.

B. IT IS THE STUDENT'S RESPONSIBILITY TO:

Attend school daily except when ill, and to be on time to all classes.

Dress so as to not endanger others' health and safety, or to distract others.

Be aware of all rules and expectations regulating student behavior and to conduct himself/herself in an orderly manner.

Be given due process in cases of disciplinary action, including suspensions and/or expulsion.	Supply information of importance in disciplinary cases.
Be represented by an active student government selected by free school elections (Grades 6-12).	Take an active part in student government by running for office, conscientiously voting for the best candidates and/or making his/her problems known to the representatives.
Be granted equal educational opportunities.	Take advantage of all programs in order to develop abilities to the fullest.
Be afforded the opportunity to participate in athletic teams and extra-curricular activities regardless of gender.	Be physically fit and have an aptitude for the athletic event(s), and be aware of all rules and expectations governing participation and to conduct him/her in accordance with these guidelines.
Have access to information concerning drug and alcohol abuse, and to individuals or agencies capable of providing direct assistance.	Be aware of the information and services available in order to seek assistance in dealing with personal problems.
Have his/her student records available for inspection upon request.	Be aware of the right to inspect student records and the process to be followed.
Retain a reasonable degree of privacy.	Be aware of actions, which constitute serious and dangerous wrongdoing and not commit such acts.
Be given a formal grievance process.	Try to resolve grievances informally before moving to the formal stage.
Be free from discriminatory practices.	Refuse to join in any discriminatory practices against others.
Be respected as an individual who is entitled to his/her personal dignity and integrity.	Demonstrate appreciation for the dignity and integrity of all.

To be protected from intimidation, harassment, or discrimination based on actual or perceived race, color, weight, national origin, ethnic group, religion, or religious practice, sex, gender/gender identity, sexual orientation, or disability, by employees or students on school property or at school-sponsored event, function or activity.

To respect one another and treat others fairly in accordance with the District Code of Conduct and the provisions of the Dignity Act. To conduct themselves in a manner that fosters an environment that is free from intimidation, harassment or discrimination. To report, and encourage others to report, any incidents of intimidation, harassment or discrimination

III. ESSENTIAL PARTNERS

A. PARENTS

All parents are expected to:

- Recognize that the education of their child(ren) is a joint responsibility of the parents and the school community.
- Send their children to school ready to participate and learn.
- Ensure their children attend school regularly and on time.
- Ensure absences are legally excused.
- Insist their children be dressed and groomed in a manner consistent with the student dress code.
- Help their children understand that in a democratic society appropriate rules are required to maintain a safe, orderly environment.
- Know school rules and help their children understand them.
- Convey to their children a supportive attitude toward education and the district.
- Build good relationships with teachers, other parents and their children's friends.
- Help their children deal effectively with peer pressure.
- Inform school officials of changes in the home situation that may affect student conduct or performance.
- Provide a place for study and ensure homework assignments are completed.
- Teach their children respect and dignity for themselves, and other students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, or sex, which will strengthen the child's confidence and promote learning in accordance with the Dignity for All Students Act.

B. TEACHERS

All district teachers are expected to:

- Maintain a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, or sex, with an understanding of appropriate appearance, language and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.
- Be prepared to teach.
- Demonstrate interest in teaching and concern for student achievement.
- Know school policies and rules, and enforce them in a fair and consistent manner.
- Communicate to students and parents.
- Course objectives and requirements.
- Marking/grading procedures.
- Assignment deadlines.
- Expectations for students.
- Classroom discipline plan.
- Communicate regularly with students, parents, and other teachers concerning growth and achievement.
- Confront issues of discrimination and harassment in any situation that threatens the emotional or physical health or safety of any students, school employee or any person who is lawfully on school property or at a school function.
- Address personal biases that may prevent equal treatment of all students in the school or classroom setting.
- Report incidents of discrimination and harassment that are witnessed or otherwise brought to a teacher's attention to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.

C. SCHOOL COUNSELORS

School Counselors are expected to:

- Assist students in coping with peer pressure and emerging personal, social, and emotional problems.
- Initiate teacher/student/counselor conferences and parent/teacher/student/counselor conferences, as necessary, as a way to resolve problems.
- Regularly review with students their educational progress and career plans.
- Provide information to assist students with career planning.
- Encourage students to benefit from the curriculum and extracurricular programs.
- Coordinate Intervention Support Services, as needed, with student, parent, Building Principal and teachers.
- Maintain and encourage a climate of mutual respect and dignity for all students regardless of actual or perceived race, color weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, or sex with an understanding of appropriate appearance, language, and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.

- Report incidents of discrimination and harassment that are witnessed or otherwise brought to the counselor's attention to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.

D. STUDENT SUPPORT SERVICE PERSONNEL

- Student Support Service Personnel are expected to:
- Support educational and academic goals.
- Know school rules, abide by them and enforce them in a fair and consistent manner.
- Assist students in coping with peer pressure and emerging personal, social and emotional problems.
- Set a good example for students and colleagues by demonstrating dependability, integrity and other standards of ethical conduct.
- Maintain confidentiality about all personal information and educational records concerning students and their families.
- Initiate teacher/student/counselor conferences and parent/teacher/student/counselor conferences as necessary or requested, as a way to resolve problems and communicate as necessary in any other manner with parents and other staff regarding student progress and needs.
- Regularly review with students their educational progress and career plan.
- Provide information to assist students with career planning.
- Encourage students to benefit from the curriculum and extra-curricular programs.
- Maintain and encourage a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, or sex, with an understanding of appropriate appearance, language, and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.
- Report incidents of discrimination and harassment that are witnessed or otherwise brought to the staff member's attention to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.

E. OTHER SCHOOL STAFF

Other School Staff are expected to:

- Follow the Code of Conduct; know, abide by and enforce school rules in a fair and consistent manner.
- Set a good example for students and other staff by demonstrating dependability, integrity and other standards of ethical conduct.
- Assist in promoting a safe, orderly and stimulating school environment.
- Maintain confidentiality about all personal information and educational records concerning students and their families.

- Maintain and encourage a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, or sex, with an understanding or appropriate appearance, language, and behavior in a school setting which will strengthen students' self-image and promote confidence to learn.
- Report incidents of discrimination and harassment that are witnessed or otherwise brought to a staff member's attention to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.

F. PRINCIPALS

Principals are expected to:

- Promote a safe, orderly and stimulating school environment, supporting active teaching and learning.
- Ensure that students and staff have the opportunity to communicate regularly with the principal and approach the principal for redress of grievances.
- Evaluate on a regular basis all instructional programs.
- Support the development of and student participation in appropriate extracurricular activities.
- Be responsible for enforcing the code of conduct and ensuring that all cases are resolved promptly and fairly.
- Maintain and encourage a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, nation origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, or sex, with an understanding of appropriate appearance, language, and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.
- Follow up on any incidents of discrimination and harassment that are witnessed or otherwise brought to the Principal's attention in a timely manner in collaboration with the Dignity Act Coordinator (DAC).

G. SUPERINTENDENT

The Superintendent is expected to:

- Promote a safe, orderly and stimulating school environment, free from intimidation, discrimination and harassment, supporting active teaching and learning.
- Review with district administrators the policies of the board of education and state and federal laws relating to school operations and management.
- Inform the board about educational trends relating to student discipline.
- Work to create instructional programs that minimize problems of misconduct and are sensitive to student and teacher needs.
- Work with district instructional programs that minimize problems of misconduct and are sensitive to student and teacher needs.

- Work with district administrators in enforcing the code of conduct and ensuring that all cases are resolved promptly and fairly.

H. BOARD OF EDUCATION

Members of the Board of Education are expected to:

- Collaborate with student, teacher, administrator, and parent organizations, school safety personnel and other school personnel to develop a code of conduct that clearly defines expectations for the conduct of students, district personnel and visitors on school property and at school functions.
- Adopt and review at least annually the district's code of conduct to evaluate the code's effectiveness and the fairness and consistency of its implementation.
- Appoint a Dignity Act Coordinator in each school building. The Dignity Act Coordinator will be thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity and sex. The Dignity Act Coordinator will be accessible to students and other staff members for consultation and advice as needed on the Dignity Act.
- Lead by example by conducting board meetings in a professional, respectful, courteous manner.

IV. STUDENT DRESS CODE

A. EXPECTATIONS

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other district personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance in the school setting. A student's dress, grooming and appearance, including hair style/color, jewelry, make-up and nails shall:

1. Be safe, appropriate and not disrupt or interfere with the educational process.
2. Ensure that underwear is completely covered with outer clothing.
3. Include footwear at all times. Footwear that is deemed inappropriate and/or a safety hazard as determined by the Administrator will not be allowed.
4. Jewelry shall not be worn during the participation of athletic events and physical education including, but not limited to, any body piercing.
5. Not include items that are vulgar, obscene, and libelous or denigrate others on account of race, color, religion, creed, national origin, gender, sexual orientation or disability.

6. Not include the wearing of hats in the building and/or classroom except for a medical, religious or relevant instructional purpose.
7. Not promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities.
8. Recognize that extremely brief garments such as tube tops, halter tops, midriffs, plunging necklines (front and/or back) short shorts, muscle shirts/tank-tops and see-through garments are not appropriate.

B. COMMUNICATION OF THE DRESS CODE

Each building principal or his designee shall be responsible for informing all students and their parents of the student dress code at the beginning of the school year and any revisions to the dress code made during the school year. A listing of what would be considered acceptable as well as unacceptable clothing is disseminated to students and their parents through a letter along with the High School Student-Parent Handbook and the Middle School Agenda, which is given to all students.

C. DRESS CODE VIOLATIONS

Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item and, if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline, up to and including in-school suspension for the day. Any student who repeatedly fails to comply with the dress code shall be subject to further discipline, up to and including out-of-school suspension.

V. PROHIBITED STUDENT CONDUCT

A. EXPECTATIONS

The board of education expects all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school facilities and equipment. Teachers and all other Board personnel should exemplify and reinforce acceptable student dress and behavior (including possession/use of electronic devices) and help students develop an understanding of appropriate appearance and conduct in the school setting.

B. RESPONSIBILITIES

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior, as well as the consequences of their misbehavior. District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline.

C. RULES OF CONDUCT

The board recognizes the need to make its expectations for student conduct while on school property or engaged in a school function specific and clear. The rules of conduct listed below are intended to do that and focus on safety and respect for the rights and property of others. Students who will not accept responsibility for their own behavior and who violate these school rules will be required to accept the penalties for their conduct. Students may be subject to disciplinary action, up to and including suspension from school, when they engage in conduct that is disorderly.

D. DISORDERLY CONDUCT

Examples of disorderly conduct include but are not limited to:

1. Computer/electronic communications misuse and destruction, including any unauthorized use of computers, software, or internet/intranet account; accessing inappropriate websites; evading the District's content filter; using an outside wireless network; including any software or other work of any other individual; or any other violation of the district's acceptable use policy.
2. Engaging in any willful act that disrupts the normal operation of the school community.
3. Making unreasonable noise.
4. Obstructing vehicular or pedestrian traffic.
5. Running in hallways.
6. Trespassing. Students are not permitted in any school building, other than the one they regularly attend, or at such times as they are not attending educational activities or school functions.
7. Unauthorized use of personal computer, laptop, tablet or E-reader and/or other computerized information resources through the District computer system is prohibited.
8. Unauthorized use of personal electronic devices/equipment (i.e. cell phones, MP3 devices, cameras, and other personal electronic devices deemed inappropriate by the administration).
9. Using abusive language, cursing or swearing or other language or gestures that are profane, lewd, or vulgar.
10. Engaging in conduct that is insubordinate. Examples of insubordination include but are not limited to:
 - a. Engaging in conduct that is disruptive.
 - b. Failing to comply with the reasonable directions of teachers, school administrators or other school employees in charge of students or otherwise demonstrating disrespect.
 - c. Lateness for, missing or leaving school without permission.
 - d. Skipping detention.
 - e. Failure to relinquish an electronic device in class, hallways, etc.
 - f. Refusal to change out of clothing that violates the dress code.
 - g. Undermining the authority of a school employee.

11. Engaging in conduct that is violent. Examples of violent conduct include but are not limited to:
- a. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon a teacher, administrator, or other employee or attempting to do so.
 - b. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon another student or any other person lawfully on school property or attempting to do so.
 - c. Displaying what appears to be a weapon.
 - d. Engaging in harassing conduct, verbal threats, intimidation, or abuse that reasonably causes or would reasonably be expected to cause a student to fear for his or her physical well-being.
 - e. Intentionally damaging or destroying school district property.
 - f. Intentionally damaging or destroying the personal property of a student, teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson.
 - g. Possessing a weapon. (Authorized law enforcement officials are the only persons permitted to have a weapon in their possession while on school property or at a school function.)
 - h. Threatening to use any weapon.
12. Engage in any conduct that endangers the safety, morals, health or welfare of others. Examples of such conduct include but are not limited to:
- a. "Internet Bullying" (also referred to as "Cyberbullying") including the use of instant messaging, email, websites, chat rooms, text messaging, or by any other electronic means, when such use interferes with the operation of the school; or infringes upon the general health, safety and welfare of students or employees.
 - b. Bullying or Intimidation, which includes engaging in actions or statements that put an individual in fear of bodily harm.
 - c. Coming to school under the influence, possessing, consuming, selling, distributing or exchanging alcoholic beverages or illegal substances, counterfeit and designer drugs, or paraphernalia for the use of such drugs or being under the influence of such substances on school property or at a school function. "Illegal substances" include but are not limited to: Inhalants, Marijuana, Synthetic Cannabinoids, Cocaine, LSD, PCP, GHB, Ecstasy, Ketamine, Amphetamines, Heroin, Steroids, Look-Alike Drugs, and any substances commonly referred to as "Designer Drugs".
 - d. Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them. This can include posting or publishing video, audio recordings or pictures (written material, cell phones, Internet, YouTube, etc.).
 - e. Discrimination, based on a person's actual or perceived race, age, sexual orientation, use of a recognized guide dog, hearing dog, or service dog, color, creed, national origin, ethnic group, religion, religious practice, sex, gender or gender identity, marital or veteran status, or disability as a basis for treating

another in a negative manner on school property or at a school function. f. Gambling.

- g. Harassment, including the creation of a hostile environment by conduct or by verbal threats, intimidation or abuse that has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical wellbeing based on a person's actual or perceived race, color, weight, nation origin, political affiliation, ethnic group, religion, religious practice, marital or veteran status, use of a recognized guide dog, hearing dog or service dog, disability, sexual orientation, gender or sex.
 - h. Hazing, including any knowing and/or intentional and/or reckless act directed against another for the purpose of initiation into, affiliating with or maintaining membership in any school-sponsored activity, organization, club or team.
 - i. Inappropriately using or sharing prescription and over-the-counter drugs. Any student suspected of being under the influence of alcohol or drugs is subject to a field-screening test. The police, school resource officer or an administrator will administer this test.
 - j. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner.
 - k. Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.
 - l. Lying to school personnel.
 - m. Possession and/or use of tobacco and/or tobacco products including, but not limited to smoking a cigarette, E-cigarette, vape, cigar, pipe or using chewing or smokeless tobacco.
 - n. Selling, using, or possessing obscene material.
 - o. Sexual Harassment whether intentional or not, as further set forth in District Policy, which includes unwelcome sexual advances, requests for sexual favors, taking, sending or receiving sexually explicit videos, pictures or auditory recordings, and other verbal or physical conduct or communication of a sexual nature.
 - p. Stealing school property, stealing from an outside establishment/business, the property of other students, school personnel or any other person lawfully on school property or attending a school function and/or school sponsored field trip.
13. Engage in misconduct while on a school bus. It is crucial for students to behave appropriately while riding on district buses to ensure their safety and that of other passengers and to avoid distracting the bus driver. Students are required to conduct themselves on the bus in a manner consistent with established standards for classroom behavior.
- Examples of misconduct while on a school bus include but are not limited to:
- a. Bullying.
 - b. Conduct endangering other drivers.
 - c. Discrimination.
 - d. Excessive noise.

- e. Fighting.
 - f. Harassment.
 - g. Inappropriate language.
 - h. Pushing.
 - i. Shoving.
14. Engage in any form of academic misconduct, including assisting another student in any form of academic misconduct.
- Examples of academic misconduct include but are not limited to: a.
- Altering records.
 - b. Cheating.
 - c. Copying.
 - d. Plagiarism.

E. STUDENT USE OF ELECTRONIC COMMUNICATION DEVICES

1. Students are prohibited from using or having on or in an operational mode any paging device, mobile telephone, iPads, iPods, nooks, kindles, cellular telephone, laser pointer or pen or any other type of telecommunications or imaging device *during instructional time*, except as expressly permitted in connection with authorized use in classrooms. This includes audio and video recording.
2. While students are permitted to possess such devices during the school day, they are prohibited from using them in any manner which *invades the privacy of students*, employees, volunteers or visitors. This includes in the bathrooms and/or locker rooms and/or the videotaping of a physical or verbal altercation. Students are not permitted to use any form of information technology, including their own personal electronic devices to intimidate, harass or threaten others. This type of harassment is generally referred to as cyber bullying. If a student violates this prohibition, then he/she is subject to discipline under this provision and/or any other provision in the District Code of Conduct that may be applicable to the circumstances involved.
3. Any electronic device that is permitted on school property is encouraged to be *kept on the person* and in a concealed manner. The Grand Island Central School District is not responsible for loss or damage to any electronic device.

VI. REPORTING VIOLATIONS

A. STUDENT REPORTING

1. All students are expected to promptly report violations of the code of conduct to a teacher, guidance counselor, bus driver, monitor, security, supervisor, the building principal or his or her designee.
2. Any student observing a student possessing a weapon, alcohol or illegal substance on school property or at a school function shall report this information immediately to

a teacher, bus driver, monitor, security, supervisor, the building principal, the principal's designee, or the superintendent.

B. EMPLOYEE REPORTING

All district staff that are authorized to impose disciplinary sanctions are expected to do so in a prompt, fair, and lawful manner. District staffs that are not authorized to impose disciplinary sanctions are expected to promptly report violations of the code of conduct to their supervisors, who shall in turn impose an appropriate disciplinary sanction, if so authorized, or refer the matter to a staff member who is authorized to impose an appropriate sanction.

C. DISCOVERY OF WEAPON, ALCOHOL OR OTHER ILLEGAL SUBSTANCE

Any weapon, alcohol or illegal substance found shall be confiscated immediately, if possible, followed by notification to the parent of the student involved and the appropriate disciplinary sanction, if warranted, which may include permanent suspension and referral for prosecution.

D. CRIMINAL ACTIONS

The building principal or his or her designee must notify the appropriate local law enforcement agency of those code violations that constitute a crime and substantially affect the order or security of a school as soon as practical, but in no event later than the close of business the day the principal or his or her designee learns of the violation. Notification to the Police shall be made only after consultation and notice to the Superintendent unless an emergency. The notification may be made by telephone, followed by a letter mailed on same day as the telephone call is made. The notification must identify the student and explain the conduct that violated the code of conduct and constituted a crime.

E. ADDITIONAL REPORTING REQUIREMENTS FOR DISCRIMINATION, HARASSMENT, AND BULLYING

The amendment to section 100.2(kk) of the Commissioner's Regulations revises the regulation to conform to and implement the reporting requirements of Chapter 102 by adding provisions for reporting of incidents of harassment, bullying/cyber bullying and discrimination to the superintendent, principal, or their designee, including requirements that:

1. School employees who witness harassment, bullying, and/or discrimination, or receive an oral or written report of such acts shall promptly orally notify the principal, superintendent, or their designee not later than one school day after such employee witnesses or receives a report of such acts, and shall also file a written report with the

principal, superintendent, or their designee not later than two school days after making an oral report.

2. The principal, superintendent or the principal's or superintendent's designee shall lead or supervise the thorough investigation of all reports of harassment, bullying and/or discrimination, and ensure that such investigation is completed promptly after receipt of any written reports.
3. When an investigation verifies a material incident of harassment, bullying, and/or discrimination, the superintendent, principal, or designee shall take prompt action, reasonably calculated to end the harassment, bullying, and/or discrimination, eliminate any hostile environment, create a more positive school culture and climate, prevent recurrence of the behavior, and ensure the safety of the student or students against whom such behavior was directed.
4. The principal, superintendent, or their designee shall notify promptly the appropriate local law enforcement agency when it is believed that any harassment, bullying or discrimination constitutes criminal conduct.
5. Police and school officials should cooperate to determine when and how parents will be contacted. For evidence obtained from witnesses over sixteen years of age there is no parental notice requirement. It is a courtesy, but not a requirement to notify parents of victims and witnesses prior to interviewing them. The decision to refrain from or proceed with questioning a potential defendant over sixteen years of age without parental notice or consent should be left with the police.
6. Pursuant to Education Law section 13, retaliation by any school employee or student shall be prohibited against any individual who, in good faith, reports or assists in the investigation of harassment, bullying, and/or discrimination.

VII. DISCIPLINARY PENALTIES

Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that students view as fair and impartial. School personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the student's ability to grow in self-discipline.

A. DISCIPLINARY ACTION

Disciplinary action, when necessary, will be firm, fair and consistent so as to be the most effective in changing student behavior. As a general rule, discipline will be progressive. This means that a student's first violation will usually merit a lighter penalty than subsequent violations. In determining the appropriate disciplinary action, school personnel authorized to impose disciplinary penalties will consider the following:

- Extenuating circumstances.
- Information from parents, teachers and/or others, as appropriate.
- The effectiveness of other forms of discipline.
- The nature of the offense and the circumstances that led to the offense.
- The student's age.
- The student's prior disciplinary record.

B. DISCIPLINE OF STUDENTS WITH DISABILITIES

If the conduct of a student is related to a disability or suspected disability, the student shall be referred to the Committee on Special Education, and discipline, if warranted, shall be administered consistent with the separate requirements of this code of conduct for disciplining students with a disability or presumed to have a disability. A student identified as having a disability shall not be disciplined for behavior related to his/her disability.

C. PENALTIES

Students who are found to have violated the district's code of conduct may be subject to the following penalties, either alone or in combination. The school personnel identified after each penalty are authorized to impose that penalty, consistent with the student's right to due process.

Penalty	Authorized Personnel
Verbal warning	any member of the district
Written warning	coaches, teachers, principal, superintendent
Written notification to parent	coaches, teachers, principal, superintendent
Detention	teachers, principal, superintendent
Suspension from transportation	director of transportation, principal, superintendent
Suspension from athletic participation	coaches, principal, superintendent
Suspension from social or extracurricular activities	activity director, principal, superintendent
Suspension of other privileges	principal, superintendent
In-school suspension	principal, superintendent
Removal from classroom by teacher	teachers, principal
Short-term (five days or less) suspension from school	principal, superintendent, board of education
Long-term (greater than five days) suspension from school	superintendent, board of education
Permanent suspension from school	superintendent, board of education

D. CORPORAL PUNISHMENT

Corporal punishment is any act of physical force upon a student for the purpose of punishing that student. Corporal punishment of any student by any district employee is strictly forbidden. However, in situations where alternative procedures and methods that do not involve the use of physical force cannot reasonably be used, reasonable physical force may be used to:

1. Protect oneself, another student, teacher, or any person from physical injury.
2. Protect the property of the school or others.
3. Restrain or remove a student whose behavior interferes with the orderly exercise and performance of school district functions, powers and duties, if that student has refused to refrain from further disruptive acts.

The district will file all complaints about the use of corporal punishment with the Commissioner of Education in accordance with Commissioner's regulations.

VIII. DISCIPLINARY PROCEDURES AND REFERRALS

The amount of due process a student is entitled to receive before a penalty is imposed depends on the penalty being imposed. In all cases, regardless of the penalty imposed, the school personnel authorized to impose the penalty must inform the student of the alleged misconduct and must investigate, to the extent necessary, the facts surrounding the alleged misconduct. All students will have an opportunity to present their version of the facts to the school personnel imposing the disciplinary penalty in connection with the imposition of the penalty.

Students who are to be given penalties other than an oral warning, written warning, or written notification to their parents, may be entitled to additional rights before the penalty is imposed.

A. DETENTION

Teachers, principals and the superintendent may use before or after-school detention as a penalty for student misconduct in situations where removal from the classroom or suspension would be inappropriate. Detention will be imposed as a penalty only after the student's parent has been notified of the penalty and the student has appropriate transportation home following detention or to detention.

B. SUSPENSION FROM TRANSPORTATION

If a student does not conduct himself/herself properly on a bus, the bus driver is expected to bring such misconduct to the building principal's attention. Students who become a serious disciplinary problem may have their riding privileges suspended by the building principal or the superintendent or their designees. In such cases, the student's parent will become responsible for seeing that his or her child gets to and from school safely. Should the suspension from transportation amount to a suspension from attendance; the district will make appropriate arrangements to provide for the student's education.

A student subjected to a suspension from transportation is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student's parent will be provided with a reasonable opportunity for an informal conference with the building principal or the principal's designee to discuss the conduct and the penalty involved.

C. SUSPENSION FROM ATHLETICS AND EXTRACURRICULARS

Students may be suspended from athletic participation, extracurricular activities and other privileges as per the Athletic and Extracurricular Code of Conduct. A student subjected to a suspension from athletic participation, extracurricular activities or other privileges is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student's parent will be provided with a reasonable opportunity for an informal conference with the district official imposing the suspension to discuss the conduct and the penalty involved.

D. IN-SCHOOL SUSPENSION

The board recognizes the school must balance the need of students to attend school and the need for order in the classroom to establish an environment conducive to learning. As such, the board authorizes the building principals and the superintendent to place students who would otherwise be suspended from school as of a code of conduct violation in "in-school suspension". The in-school suspension teacher will be a certified teacher.

A student subjected to an in-school suspension is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student's parent will be provided with a reasonable opportunity for an informal conference with the district official imposing the in-school suspension to discuss the conduct and the penalty involved.

E. DEFINITION OF A DISRUPTIVE STUDENT

For purposes of this code of conduct, a disruptive student is a student who is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom. A substantial disruption of the educational process or substantial interference with a teacher's authority occurs when a student demonstrates a persistent unwillingness to comply with the teacher's instructions or repeatedly violates the teacher's classroom behavior rules.

F. TEACHER DISCIPLINARY REMOVAL OF DISRUPTIVE STUDENTS

A student's behavior can affect a teacher's ability to teach and can make it difficult for other students in the classroom to learn. In most instances, the classroom teacher can control a student's behavior and maintain or restore control over the classroom by using good classroom management techniques. These techniques may include practices that involve the teacher directing a student to briefly leave the classroom to give the student an opportunity to regain his or her composure and self-control in an alternative setting. Time-honored classroom management techniques such as these do not constitute disciplinary removals for purposes of this code. Such practices may include but are not limited to:

- Sending a student into the hallway briefly.

- Sending a student to a guidance counselor or other district staff member for counseling.
- Sending a student to the principal's office for the remainder of the class time only.
- Short-term "time out" in an elementary classroom or in an administrator's office.

a. NO DANGER OR ON-GOING THREAT OF DISRUPTION

If the disruptive student does not pose a danger or on-going threat of disruption to the academic process, the teacher must provide the student with an explanation for why he or she is being removed and an opportunity to explain his or her version of the relevant events before the student is removed. Only after the informal discussion may a teacher remove a student from class. A classroom teacher may remove a disruptive student from class for up to two days. The removal from class applies to the class of the removing teacher only.

b. DANGER OR ONGOING THREAT OF DISRUPTION

If the student poses a danger or ongoing threat of disruption, the teacher may order the student to be removed immediately. The teacher must, however, explain to the student why he or she was removed from the classroom and give the student a chance to present his or her version of the relevant events within 24 hours.

G. DISCIPLINARY REMOVAL FROM THE CLASSROOM PROCESS

1. The teacher must complete a district-established disciplinary removal form and meet with the principal or his or her designee as soon as possible, but no later than the end of the school day, to explain the circumstances of the removal and to present the removal form. If the principal or designee is not available by the end of the same school day, the teacher must leave the form with the secretary and meet with the principal or designee prior to the beginning of classes on the next school day.
2. Within 24 hours after the student's removal, the principal or another district administrator designated by the principal must notify the student's parents, in writing, that the student has been removed from class and why. The notice must also inform the parent that he or she has the right, upon request, to meet informally with the principal or the principal's designee to discuss the reasons for the removal.
3. The written notice must be provided by personal delivery, express mail delivery, or some other means that is reasonably calculated to assure receipt of the notice within 24 hours of the student's removal at the last known address for the parents. Where possible, notice should also be provided by telephone if the school has been provided with a telephone number(s) for the purpose of contacting parents.
4. The principal may require the teacher who ordered the removal to attend the informal conference.
5. If at the informal meeting the student denies the charges, the principal or the principal's designee must explain why the student was removed and give the student

and the student's parents a chance to present the student's version of the relevant events. The informal meeting must be held within 48 hours of the student's removal. The timing of the informal meeting may be extended by mutual agreement of the parent and principal.

6. Any disruptive student removed from the classroom by the classroom teacher shall be offered continued educational programming and activities until he or she is permitted to return to the classroom.
7. Each teacher must keep a complete log (on a district provided form) for all cases of removal of students from his or her class.
8. The principal must keep a log of all removals of students from class.

H. OVERTURNING A DECISION TO REMOVE FROM THE CLASSROOM

The principal or the principal's designee may overturn the removal of the student from class if the principal finds any one of the following:

1. The charges against the student are not supported by substantial evidence.
2. The student's removal is otherwise in violation of law, including the district's code of conduct.
3. The conduct warrants suspension from school pursuant to Education Law §3214 and a suspension will be imposed.
4. The principal or his or her designee may overturn a removal at any point between receiving the referral form issued by the teacher and the close of business on the day following the 48-hour period for the informal conference, if a conference is requested. No student removed from the classroom by the classroom teacher will be permitted to return to the classroom until the principal makes a final determination, or the period of removal expires, whichever comes first.

I. REMOVAL OF A STUDENT WITH A DISABILITY

Removal of a student with a disability, under certain circumstances, may constitute a change in the student's placement. Accordingly, no teacher may remove a student with a disability from his or her class until he or she has verified with the principal or the chairperson of the Committee on Special Education that the removal will not violate the student's rights under state or federal law or regulation.

J. SUSPENSION FROM SCHOOL

Suspension from school is a severe penalty, which may be imposed only upon students who are insubordinate, disorderly, violent or disruptive, or whose conduct otherwise endangers the safety, morals, health or welfare, of others. The board retains its authority to suspend students, but places primary responsibility for the suspension of students with the superintendent and the building principals. Any staff member may recommend to the superintendent or the principal that a student be suspended.

1. All staff members must immediately report and refer a violent student to the principal or the superintendent for a violation of the code of conduct.

2. All recommendations and referrals shall be made in writing unless the conditions underlying the recommendation or referral warrant immediate attention. In such cases a written report is to be prepared as soon as possible by the staff member recommending the suspension.
3. The superintendent or principal, upon receiving a recommendation or referral for suspension; or when processing a case for suspension, shall gather the facts relevant to the matter and record them for subsequent presentation, if necessary.

K. SHORT-TERM (5 DAYS OR LESS) SUSPENSION FROM SCHOOL

1. When the superintendent or principal (referred to as the "suspending authority") proposes to suspend a student charged with misconduct for five days or less pursuant to Education Law §3214 (3), the suspending authority must immediately notify the student orally.
2. If the student denies the misconduct, the suspending authority must provide an explanation of the basis for the proposed suspension.
3. The suspending authority must also notify the student's parents in writing that the student may be suspended from school. The administrator will send the parents/guardians of the student a letter that explains the days of suspension and the incident that led to the suspension.
 - a. The written notice must be provided by personal delivery, express mail delivery, or some other means that is reasonably calculated to assure receipt of the notice within 24 hours of the decision to propose suspension at the last known address for the parents.
 - b. Where possible, notice should also be provided by telephone if the school has been provided with a telephone number(s) for the purpose of contacting the parents.
 - c. The notice shall provide a description of the charges against the student and the incident for which suspension is proposed and shall inform the parents of the right to request an immediate informal conference with the principal. Both the notice and informal conference shall be in the dominant language or mode of communication used by the parents. At the conference, the parents shall be permitted to ask questions of complaining witnesses under such procedures as the principal may establish.
 - d. The notice and opportunity for an informal conference shall take place before the student is suspended unless the student's presence in school poses a continuing danger to persons or property or an ongoing threat of disruption to the academic process. If the student's presence does pose such a danger or threat of disruption, the notice and opportunity for an informal conference shall take place as soon after the suspension as is reasonably practicable.
 - e. After the conference, the principal shall promptly advise the parents in writing of his or her decision. The principal shall advise the parents that if they are not satisfied with the decision and wish to pursue the matter, they must file a written appeal to the superintendent within five business days, unless they can show extraordinary circumstances precluding them from doing so.

- i. The superintendent shall issue a written decision regarding the appeal within 10 business days of receiving the appeal.
- ii. If the parents are not satisfied with the superintendent's decision, they must file a written appeal to the board of education with the district clerk within 10 business days of the date of the superintendent's decision, unless they can show extraordinary circumstances precluding them from doing so.
- iii. Only final decisions of the board may be appealed to the Commissioner within 30 days of the decision.

L. LONG-TERM (MORE THAN 5 DAYS) SUSPENSION FROM SCHOOL

The administrator will send the parents/guardians of the student a letter that explains the days of suspension and the incident that led to the suspension. When the superintendent or building principal determines that a suspension for more than five days may be warranted, he or she shall give reasonable notice to the student and the student's parents of their right to a fair hearing.

1. At the hearing the student shall have the right to be represented by counsel, the right to question witnesses against him or her and the right to present witnesses and other evidence on his or her behalf.
2. The superintendent shall personally hear and determine the proceeding or may, at his or her discretion, designate a hearing officer to conduct the hearing. The hearing officer shall be authorized to administer oaths and to issue subpoenas in conjunction with the proceeding before him or her.
3. A record of the hearing shall be maintained, but no stenographic transcript shall be required. A tape recording shall be deemed a satisfactory record.
4. The hearing officer shall make findings of fact and recommendations as to the appropriate measure of discipline to the superintendent.
5. The report of the hearing officer shall be advisory only, and the superintendent may accept all or any part thereof.
6. An appeal of the decision of the superintendent may be made to the board that will make its decision based solely upon the record before it.
 - a. All appeals to the board must be in writing and submitted to the district clerk within 10 business days of the date of the superintendent's decision.
 - b. The board may adopt in whole or in part the decision of the superintendent.
 - c. Final decisions of the board may be appealed to the Commissioner within 30 days of the decision.

M. PERMANENT SUSPENSION

Permanent suspension is reserved for extraordinary circumstances such as where a student's conduct poses a continuing danger to the safety and well-being of other students, school personnel or any other person lawfully on school property or attending a school function.

N. MINIMUM PERIODS OF SUSPENSION

1. STUDENTS WHO BRING A WEAPON TO SCHOOL

Any student, other than a student with a disability, found guilty of bringing a weapon onto school property will be subject to suspension from school for at least one calendar year. (A student with a disability may be suspended only in accordance with the requirements of state and federal law.)

Before being suspended, the student will have an opportunity for a hearing pursuant to Education Law §3214. The superintendent has the authority to modify the one-year suspension on a case-by-case basis. In deciding whether to modify the penalty, the superintendent may consider the following:

- a. Extenuating circumstances.
- b. Input from parents, teachers, and/or others.
- c. The student's age.
- d. The student's grade in school.
- e. The student's prior disciplinary record.
- f. The superintendent's belief that other forms of discipline may be more effective.

2. STUDENTS WHO COMMIT VIOLENT ACTS OTHER THAN BRING A WEAPON TO SCHOOL

Any student, other than a student with a disability, who is found to have committed a violent act, other than bringing a weapon onto school property shall be subject to suspension from school for at least five days. If the proposed penalty is the minimum five-day suspension, the student and the student's parents will be given the same notice and opportunity for an informal conference given to all students subject to a short-term suspension. If the proposed penalty exceeds the minimum five-day suspension, the student and the student's parents will be given the same notice and opportunity for a hearing given to all students subject to a long-term suspension. The superintendent has the authority to modify the minimum five-day suspension on a case-by-case basis. In deciding whether to modify the penalty, the superintendent may consider the same factors considered in modifying a one-year suspension for possessing a weapon. The Superintendent may consider the cumulative effect of each and every act on the part of the student.

3. STUDENTS WHO ARE REPEATEDLY SUBSTANTIALLY DISRUPTIVE OF THE EDUCATIONAL PROCESS OR REPEATEDLY SUBSTANTIALLY INTERFERE WITH THE TEACHER'S AUTHORITY OVER THE CLASSROOM

- a. Any student, other than a student with a disability, who repeatedly is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom, will be suspended from school for at least five days.
- b. For purposes of this code of conduct, "repeatedly is substantially disruptive" means engaging in conduct that results in the student being removed from the classroom

by teacher(s) pursuant to Education Law §3214 (3-a) and this code on four or more occasions during a semester, or three or more occasions during a trimester.

- c. If the proposed penalty is the minimum five-day suspension, the student and the student's parent will be given the same notice and opportunity for an informal conference given to all students subject to a short-term suspension.
- d. If the proposed penalty exceeds the minimum five-day suspension, the student and the student's parent will be given the same notice and opportunity for a hearing given to all students subject to a long-term suspension.
- e. The superintendent has the authority to modify the minimum five-day suspension on a case-by-case basis. In deciding whether to modify the penalty, the superintendent may consider the same factors considered in modifying a one-year suspension for possessing a weapon.

4. CHANGE OF PLACEMENT RULES

A disciplinary change in placement means a suspension or removal from a student's current educational placement that is either:

- a. For more than 10 consecutive school days; or
- b. For a period of 10 consecutive school days or less if the student is subjected to a series of suspensions or removals that constitute a pattern because they cumulate to more than 10 school days in a school year and because of such factors as the length of each suspension or removal, the total amount of time the student is removed and the proximity of the suspensions or removals, to one another.

O. REFERRALS

1. COUNSELING

The Guidance Office and building Principal shall handle all referrals of students to counseling.

2. PINS PETITION

The district may file a PINS (person in need of supervision) petition in Family Court on any student under the age of 18 who demonstrates that he or she requires supervision and treatment by:

- a. Being habitually truant and not attending school as required by part one of Article 65 of the Education Law.
- b. Engaging in an ongoing or continual course of conduct that makes the student ungovernable or habitually disobedient and beyond the lawful control of the school.
- c. Knowingly and unlawfully possesses marijuana in violation of Penal Law §221.05. A single violation of §221.05 will be a sufficient basis for filing a PINS petition.

3. JUVENILE DELINQUENTS AND JUVENILE OFFENDERS

The superintendent is required to refer the following students to the County Attorney for a juvenile delinquency proceeding before the Family Court:

- a. Any student under the age of 16 who is found to have brought a weapon to school; or
- b. Any student 14 or 15 years old who qualifies for juvenile offender status under the Criminal Procedure Law §1.20 (42).

P. ALTERNATIVE INSTRUCTION

As far as is practical in the Grand Island Central Schools, alternative educational environments will be considered and offered to students where appropriate. Such alternatives may include but not be restricted to the following:

- Advanced placement and college credit courses
- Alternative school programs
- Detention
- Home teaching
- School exchange
- Special Education Placement
- Time out area

IX. DISCIPLINE OF STUDENTS WITH DISABILITIES

The Board recognizes that it may be necessary to suspend, remove or otherwise discipline students with disabilities to address disruptive or problem behavior. The board also recognizes that students with disabilities are entitled to certain procedural protections whenever school authorities intend to impose discipline upon them. The board is committed to ensuring that the procedures followed for suspending, removing or otherwise disciplining students with disabilities are consistent with the procedural safeguards required by applicable laws and regulations.

This code of conduct affords students with disabilities subject to disciplinary action no greater or lesser rights than those expressly afforded by applicable federal and state law and regulations.

A. CHANGE OF PLACEMENT RULES

1. A disciplinary change in placement means a suspension or removal from a student's current educational placement that is either:
 - a. For more than 10 consecutive school days; or

- b. For a period of 10 consecutive school days or less if the student is subjected to a series of suspensions or removals that constitute a pattern because they cumulate to more than 10 school days in a school year and because of such factors as the length of each suspension or removal, the total amount of time the student is removed and the proximity of the suspensions or removals, to one another.
2. School personnel may not suspend or remove a student with disabilities if imposition of the suspension or removal would result in a disciplinary change in placement based on a pattern of suspension or removal. However, the district may impose a suspension or removal, which would otherwise result in a disciplinary change in placement, based on a pattern of suspensions or removals if the CSE has determined that the behavior was not a manifestation of the student's disability, or the student is placed in an IAES for behavior involving weapons, illegal drugs or controlled substances.

B. AUTHORIZED SUSPENSIONS OR REMOVALS OF STUDENTS WITH DISABILITIES

1. For purposes of this section of the code of conduct, the following definitions apply:
 - a. A "suspension" means a suspension pursuant to Education Law §3214.
 - b. A "removal" means a removal for disciplinary reasons from the student's current educational placement other than a suspension and change in placement to an interim alternative educational setting (IAES) ordered by an impartial hearing officer because the student poses a risk of harm to himself or herself or others.
 - c. An "IAES" means a temporary educational placement for a period of up to 45 days other than the student's current placement at the time the behavior precipitating the IAES placement occurred, that enables the student to continue to progress in the general curriculum, although in another setting, to continue to receive those services and modifications, including those described on the student's current individualized education program (IEP), that will enable the student to meet the goals set out in such IEP, and include services and modifications to address the behavior which precipitated the IAES placement that are designed to prevent the behavior from returning.
 - d. "Weapon" means the same as "dangerous weapon" under 18U.S.C. §930(g) (w) which includes "a weapon, device, instrument, material or substance, animate or inanimate, that is used for, or is readily capable of causing death or serious bodily injury, except ...[for] a pocket knife with a blade of less than 2 ½ inches in length.
 - e. "Controlled substance" means a drug or other substance identified in certain provisions of the federal Controlled Substances Act specified in both federal and state law and regulations applicable to this policy.
 - f. "Illegal drugs" means a controlled substance except for those legally possessed or used under the supervision of a licensed health-care professional or that is

- legally possessed or used under any other authority under the Controlled Substances Act or any other law.
2. School personnel may order the suspension or removal of a student with a disability from his or her current educational placement as follows:
 - a. The board, the district (BOCES) superintendent of schools or a building principal may order the placement of a student with a disability into an IAES, another setting or suspension for a period not to exceed five consecutive school days and not to exceed the amount of time a non-disabled student would be subject to suspension for the same behavior.
 - b. The superintendent may order the placement of a student with a disability into an IAES, another setting or suspension for up to 10 consecutive school days, inclusive of any period in which the student has been suspended or removed under subparagraph (1) above for the same behavior, if the superintendent determines that the student has engaged in behavior that warrants a suspension and the suspension or removal does not exceed the amount of time non-disabled students would be subject to suspension for the same behavior.
 - c. The superintendent may order additional suspensions of not more than 10 consecutive school days in the same school year for separate incidents of misconduct, as long as those removals do not constitute a change of placement.
 - d. The superintendent may order the placement of a student with a disability in an IAES to be determined by the Committee on Special Education (CSE), for the same amount of time that a student without a disability would be subject to discipline, but not more than 45 days, if the student carries or possesses a weapon to school or to a school function, or the student knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school or a school function.
 3. Subject to specified conditions required by both federal and state law and regulations, an impartial hearing officer may order the placement of a student with a disability in an IAES setting for up to 45 days at a time, if maintaining the student in his or her current educational placement poses a risk of harm to the student or others.

C. SPECIAL RULES REGARDING THE SUSPENSION OR REMOVAL OF STUDENTS WITH DISABILITIES

1. The district's Committee on Special Education shall:
 - a. Conduct functional behavioral assessments to determine why a student engages in a particular behavior, and develop or review behavioral intervention plans whenever the district is first suspending or removing a student with a disability for more than 10 school days in a school year or imposing a suspension or removal that constitutes a disciplinary change in placement, including a change in placement to an IAES for misconduct involving weapons, illegal drugs or controlled substances.

- i. If subsequently, a student with a disability who has a behavioral intervention plan and who has been suspended or removed from his or her current educational placement for more than 10 school days in a school year is subjected to a suspension or removal that does not constitute a disciplinary change in placement, the members of the CSE shall review the behavioral intervention and its implementation to determine if modifications are necessary.
 - ii. If one or more members of the CSE believe that modifications are needed, the school district shall convene a meeting of the CSE to modify such plan and its implementation, to the extent the committee determines necessary.
 - b. Conduct a manifestation determination review of the relationship between the student's disability and the behavior subject to disciplinary action whenever a decision is made to place a student in an IAES either for misconduct involving weapons, illegal drugs or controlled substances or because maintaining the student in his current educational setting poses a risk of harm to the student or others; or a decision is made to impose a suspension that constitutes a disciplinary change in placement.
2. a. The parents of a student who is facing disciplinary action, but who has not been determined to be eligible for services under IDEA and Article 89 at the time of misconduct, shall have the right to invoke applicable procedural safeguards set forth in federal and state law and regulations if, in accordance with federal and state statutory and regulatory criteria, the school district is deemed to have had knowledge that their child was a student with a disability before the behavior precipitating disciplinary action occurred. If the district is deemed to have had such knowledge,
- the student will be considered a student presumed to have a disability for discipline purposes.
- b. The superintendent, building principal or other school official imposing a suspension or removal shall be responsible for determining whether the student is a student presumed to have a disability.
- c. A student will not be considered a student presumed to have a disability for discipline purposes if, upon receipt of information supporting a claim that the district had knowledge the student was a student with a disability. The district either:
- i. Conducted an individual evaluation and determined that the student is not a student with a disability, or
 - ii. Determined that an evaluation was not necessary and provided notice to the parents of such determination, in the manner required by applicable law and regulations.

- d. If there is no basis for knowledge that the student is a student with a disability prior to taking disciplinary measures against the student, the student may be subjected to the same disciplinary measures as any other non-disabled student who engaged in comparable behaviors.
- e. However, if a request for an individual evaluation is made while such non-disabled student is subjected to a disciplinary removal, an expedited evaluation shall be conducted and completed in the manner prescribed by applicable federal and state law and regulations. Until the expedited evaluation is completed, the non-disabled student who is not a student presumed to have a disability for discipline purposes shall remain in the educational placement determined by the district, which can include suspension.
3. The district shall provide parents with notice of disciplinary removal no later than the date on which a decision is made to change the placement of a student with a disability to an IAES for either misconduct involving weapons, illegal drugs or controlled substances or because maintaining the student in his/her current educational setting poses a risk of harm to the student or others; or a decision is made to impose a suspension or removal that constitutes a disciplinary change in placement.
 4. The procedural safeguards notice prescribed by the Commissioner shall accompany the notice of disciplinary removal.
 5. The parents of a student with disabilities subject to a suspension of five consecutive school days or less shall be provided with the same opportunity for an informal conference available to parents of non-disabled students under the Education Law.
 6. Superintendent hearings on disciplinary charges against students with disabilities subject to a suspension of more than five school days shall be bifurcated into a guilt phase and a penalty phase in accordance with the procedures set forth in the Commissioner's regulations incorporated into this code.
 7. The removal of a student with disabilities other than a suspension or placement in an IAES shall be conducted in accordance with the due process procedures applicable to such removals of non-disabled students, except that school personnel may not impose such removal for more than 10 consecutive days or for a period that would result in a disciplinary change in period that would result in a disciplinary change in placement, unless the CSE has determined that the behavior is not a manifestation of the student's disability.
 8. During any period of suspension or removal, including placement in an IAES, students with disabilities shall be provided services as required by the Commissioner's regulations incorporated into this code.

D. EXPEDITED DUE PROCESS HEARINGS

An expedited due process hearing shall be conducted in the manner specified by the Commissioner's regulations incorporated into this code.

1. The district requests such a hearing to obtain an order of an impartial hearing officer placing a student with a disability in an IAES where school personnel maintain that it is dangerous for the student to be in his or her current educational placement, or during the pendency of due process hearings where school personnel maintain that it is dangerous for the student to be in his or her current educational placement during such proceedings.
2. The parent requests such a hearing from a determination that the student's behavior was not a manifestation of the student's disability, or relating to any decision regarding placement, including but not limited to any decision to place the student in an IAES.
3. During the pendency of an expedited due process hearing or appeal regarding the placement of a student in an IAES for behavior involving weapons, illegal drugs or controlled substances, or on grounds of dangerousness, or regarding a determination that the behavior is not a manifestation of the student's disability for a student who has been placed in an IAES, the student shall remain in the IAES pending the decision of the impartial hearing officer or until expiration of the IAES placement, whichever occurs first, unless the parents and the district agree otherwise.
4. If school personnel propose to change the student's placement after expiration of an IAES placement, during the pendency of any proceeding to challenge the proposed change in placement, the student shall remain in the placement prior to removal to the IAES, except where the student is again placed in an IAES.
5. An expedited due process hearing shall be completed within 15 business days of receipt of the request for a hearing. Although the impartial hearing officer may grant specific extensions of such time period, he or she must mail a written decision to the district and the parents within five business days after the last hearing date, and in no event later than 45 calendar days after receipt of the request for a hearing, without exceptions or extensions.

E. REFERRAL TO LAW ENFORCEMENT AND JUDICIAL AUTHORITIES

In accordance with the provisions of IDEA and its implementing regulations:

1. The district may report a crime committed by a child with a disability to appropriate authorities, and such action will not constitute a change of the student's placement.
2. The superintendent shall ensure that copies of the special education and disciplinary records of a student with disabilities are transmitted for consideration to the appropriate authorities to whom a crime is reported.

X. STUDENT CONDUCT ON SCHOOL BUSES

A. WAITING FOR THE BUS

1. Students are not to push, pull, fight, or chase other students at the bus stop or bus stop to home.
2. Be on time for the bus. Students are to arrive at the stop at least five minutes, but not more than ten minutes, before the bus is scheduled to stop. Our routing is a combination of individual house stops and corner stops. In inclement weather, students sometimes wait inside their houses until the bus arrives. The extra time that the bus has to wait for a student at a stop disrupts the bus schedule and results in other students who are on time waiting longer in the same weather at their bus stops.
3. If your child misses the school bus NEVER let them run after the bus. NEVER drop off your child behind the school bus at another stop. They have a tendency to get too close to the bus when it pulls away.
4. As the bus approaches, students are to line up fifteen feet from the road. Students are not to approach the bus until it has stopped and the driver has opened the door. In general, buses are to stop 10 feet back from where a student crosses. If the student has to cross the road to get to the bus from your bus stop, observe these precautions:
 - a. Make certain that the red lights are flashing. Wait for the driver to signal to begin crossing. The driver will signal with the P.A. or by using their thumb or forefinger to signal when it is safe for the student to approach the end of their driveway or curb. When at the end of their driveway or curb, students are to look both ways (left and right) to make certain that all traffic has stopped, and it is safe for them to cross the road. After they have crossed, students are then to walk along the shoulder of the road to the door entrance.
5. Students are to be alert to any warning issued by the driver over the P.A. system.
6. Additionally, all students are to understand that if the horn blows while they are crossing the road, they are to immediately return to the side of the road that they started from.
7. When students are boarding the school bus they must stay out of the school bus danger zone.
8. Students are to never walk behind the bus or touch or reach under the bus.

B. UNLOADING THE BUS

1. Students are not to leave their seat until the bus has come to a complete stop and the driver has opened the door.
2. Before stepping off of the bus students are to look to the right to make certain that a car, motorcycle, bicycle, etc. is not passing the bus on the right.

3. Crossers are to walk out along the shoulder of the road at least 10 feet (ten steps) in front of the bus. This distance to be used, in conjunction with the principle that the students are to go far enough out so that they can see the driver and the driver can see them.
4. Students are to remember: "I can see you, you can see me."
5. When it is safe to cross, the driver will aim with their thumb and forefinger at the student and then point towards the center of the road to signal when it is safe to proceed to the center of the road/edge of the bus.
6. At the center of the road, all students are to individually stop and look both ways (left and right) to make certain that all traffic has stopped and it is safe for them to proceed across the road.
7. Students are to be alert to any warning issued by the driver over the P.A. system.
8. All students are to understand that if the horn blows while they are crossing the road, they are to immediately return to the side of the road that they started from.
9. When students get off of the school bus, they must stay out of the school bus danger zone.
10. Students are to never walk behind the bus or touch or reach under the bus.
11. The bus is to remain halted until the students are out to the school Bus Danger Zone. Vehicle Traffic Law (V.T.) 1174 states that before the bus leaves the stop, all students must be "at least 15 feet from the bus and either off the highway, street or private road, or on a sidewalk."
12. Students going to mailboxes, paper boxes, bringing in the garbage cans, etc. make this rule a particular concern.
13. Parents must not supersede the bus driver's directions to their children by calling them across the road or in any way distracting their children from the bus safety procedures established by this policy.

C. STUDENT DRIVERS AND PARKING

1. Student parking will be a senior privilege only and depend on the following:
2. A student has maintained a 90% attendance rate with reference to absences and tardies. In addition, all student fee obligations have been met.
3. A student has a specific curricular need; special program, internship, etc. (KenTon & Harkness included).
4. Valid work release.
5. Permission to park on this property subjects the vehicle to search by any police agency at the school's request.
6. Copy of vehicle registration, insurance card and student license are due at the time of permit application.

XI. STUDENT SEARCHES AND INTERROGATIONS

A. COMMITMENT TO A SAFE AND ORDERLY ATMOSPHERE

The board of education is committed to ensuring an atmosphere on school property and at school functions that is safe and orderly. To achieve this kind of environment:

1. Any school official authorized to impose a disciplinary penalty on a student may question a student about an alleged violation of law or the district code of conduct.
2. Students are not entitled to any sort of "Miranda" type warning before being questioned by school officials,
3. Nor are school officials required to contact a student's parent before questioning the student.
4. However, school officials will tell all students why they are being questioned.
5. Grand Island School Board Regulations #7440R will be followed and Grand Island School Board Policy #7471 on Gun-Free School will be followed.

B. CONDUCTING A SEARCH

1. The board authorizes the superintendent, building principals, the school nurse and district security officials to conduct searches of students and their belongings if the authorized school official has reasonable suspicion to believe that the search will result in evidence that the student violated the law or the district code of conduct.
2. An authorized school official may conduct a search of a student's belongings that is minimally intrusive, such as touching the outside of a book bag, without reasonable suspicion, so long as the school official has a legitimate reason for the very limited search.
3. An authorized school official may search a student or the student's belongings based upon information received from a reliable informant. Individuals, other than the district employees, will be considered reliable informants if:
 - a. They have previously supplied information that was accurate and verified.
 - b. They make an admission against their own interest.
 - c. They provide the same information that is received independently from other sources.
 - d. They appear to be credible and the information they are communicating relates to an immediate threat to safety.
 - e. District employees will be considered reliable informants unless they are known to have previously supplied information that they knew was not accurate.
4. Before searching a student or the student's belongings, the authorized school official should attempt to get the student to admit that he or she possesses physical evidence that they violated the law or the district code, or get the student to voluntarily consent

to the search. Searches will be limited to the extent necessary to locate the evidence sought.

5. Whenever practicable, searches will be conducted in the privacy of administrative offices and students will be present when their possessions are being searched.

C. STUDENT LOCKERS, DESKS AND OTHER SCHOOL STORAGE PLACES

The rules in this code of conduct regarding searches of students and their belongings do not apply to student lockers, desks, and other school storage places. Students have no reasonable expectation of privacy with respect to these places and school officials retain complete control over them. This means that student lockers, desks and other school storage places may be subject to search at any time by school officials, without prior notice to students and without their consent.

D. STRIP SEARCHES

A strip search is a search that requires a student to remove any or all of his or her clothing, other than an outer coat or jacket. No school official will conduct a strip search of a student. A strip search shall only be conducted by the police. After notification to the Superintendent, the police will be contacted to take full control and responsibility of the search.

E. POLICE INVOLVEMENT IN SEARCHES AND INTERROGATIONS OF STUDENTS

1. District officials are committed to cooperating with police officials and other law enforcement authorities to maintain a safe school environment. If a student commits an act that may be considered a crime while on school property or during an off-campus sponsored activity, the district reserves the right to file a complaint. This complaint will be against the perpetrator and will be with the police.
2. Police officials, however, have limited authority to interview or search students in schools or at school functions, or to use school facilities in connection with police work. Police officials may enter school property or a school function to question or search a student or to conduct a formal investigation involving students only if they have:
 - a. A search or an arrest warrant; or
 - b. Probable cause to believe a crime has been committed on school property or at a school function; or
 - c. Been invited by school officials.
3. Before police officials are permitted to question or search any student, the building principal or his or her designee shall first try to notify the student's parent to give the parent the opportunity to be present during the police questioning or search. If the student's parent cannot be contacted prior to the police questioning or search, the questioning or search shall not be conducted. The principal or designee will

also be present during any police questioning or search of a student on school property or at a school function.

4. Students who are questioned by police officials on school property or at a school function will be afforded the same rights they have outside the school. This means:
 - a. They must be informed of their legal rights.
 - b. They may remain silent if they so desire.
 - c. They may request the presence of an attorney.

F. CHILD PROTECTIVE SERVICES INVESTIGATIONS

1. Consistent with the district's commitment to keep students safe from harm and the obligation of school officials to report to child protective services when they have reasonable cause to suspect that a student has been abused or maltreated, the district will cooperate with local child protective services workers who wish to conduct interviews of students on school property relating to allegations of suspected child abuse, and/or neglect, or custody investigations.
2. All requests by child protective services to interview a student on school property shall be made directly to the building principal or his or her designee.
3. The principal or his or her designee shall set the time and place of the interview.
4. The principal or designee shall decide if it is necessary and appropriate for a school official to be present during the interview, depending on the age of the student being interviewed and the nature of the allegations.
5. If the nature of the allegations is such that it may be necessary for the student to remove any of his or her clothing in order for the child protective services worker to verify the allegations, the school nurse or other district medical personnel must be present during that portion of the interview. No student may be required to remove his or her clothing in front of a child protective services worker or school district official of the opposite sex.
6. A child protective services worker may not remove a student from school property without a court order, unless the worker reasonably believes that the student would be subject to danger of abuse if he or she were not removed from school before a court order can reasonably be obtained. If the worker believes the student would be subject to danger of abuse, the worker may remove the student without a court order and without the parent's consent.

XII. VISITORS TO THE SCHOOLS

The board encourages parents and other district citizens to visit the district's schools and classrooms to observe the work of students, teachers and other staff. Since schools are a place of work and learning, however, certain limits must be set for such visits. Anyone who is not a regular staff member or student of the school will be considered a visitor. The building principal or his or her designee is responsible for all persons in the building and on the grounds. For these reasons, the following rules apply to visitors to the schools:

- A. All visitors to the school must report to the office of the principal upon arrival at the school. There they will be required to sign the visitor's register and will be issued a visitor's identification badge, which must be worn at all times while in the school or on school grounds. The visitor must return the identification badge to the principal's office before leaving the building.
- B. All visitors are expected to abide by the rules for public conduct on school property contained in this code of conduct.
- C. Any unauthorized person on school property will be reported to the principal or his or her designee. Unauthorized persons will be asked to leave. The police may be called if the situation warrants.
- D. Parents or citizens who wish to observe a classroom while school is in session are required to arrange such visits in advance with the classroom teacher(s) so that class disruption is kept to a minimum.
- E. Teachers are expected not to take class time to discuss individual matters with visitors.
- F. Visitors attending school functions that are open to the public, such as parentteacher organization meetings or public gatherings, are not required to register.

XIII. PUBLIC CONDUCT ON SCHOOL PROPERTY

- A. The district is committed to providing an orderly, respectful environment that is conducive to learning. To create and maintain this kind of an environment, it is necessary to regulate public conduct on school property and at school functions. For purposes of this section of the code, "public" shall mean all persons when on school property or attending a school function including students, teachers and district personnel.
- B. The restrictions on public conduct on school property and at school functions contained in this code are not intended to limit freedom of speech or peaceful assembly. The district recognizes that free inquiry and free expression are indispensable to the objectives of the district. The purpose of this code is to maintain public order and prevent abuse of the rights of others.
- C. All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner. In addition, all persons on school property or attending a school function are expected to be properly attired for the purpose they are on school property.

D. PROHIBITED CONDUCT

No person, either alone or with others, shall:

1. Disrupt the orderly conduct of classes, school programs or other school activities.
2. Distribute or wear materials on school grounds or at school functions that are obscene, advocate illegal action, appear libelous, obstruct the rights of others, or are disruptive to the school program.
3. Enter any portion of the school premises without authorization or remain in any building or facility after it is normally closed.
4. Gamble on school property or at school functions.
5. Intentionally damage or destroy school district property or the personal property of a teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson.
6. Intentionally injure any person or threaten to do so.
7. Intimidate, harass or discriminate against any person on the basis of race, color, creed, national origin, religion, age, gender, sexual orientation or disability.
8. Loiter on or about school property.
9. Obstruct the free movement of any person in any place to which this code applies.
10. Possess, consume, sell, distribute or exchange alcoholic beverages, controlled substances, or be under the influence of either on school property or at a school function.
11. Refuse to comply with any reasonable order of identifiable school district officials performing their duties.
12. Violate any federal or state statute, local ordinance or board policy while on property or while at a school function.
13. Violate the traffic laws, parking regulations, or other restrictions on vehicles.
14. Willfully incite others to commit any of the acts prohibited by this code.

E. PENALTIES

Persons who violate this code shall be subject to the following penalties:

1. Visitors: Their authorization, if any, to remain on school ground or at the school function shall be withdrawn and they shall be directed to leave the premises. If they refuse to leave, they shall be subject to ejection.
2. Students: They shall be subject to disciplinary action as the facts may warrant, in accordance with the due process requirements.
3. Tenured faculty members: They shall be subject to disciplinary action as the facts may warrant in accordance with Education Law §3020-a or any other legal rights that they may have.
4. Staff members in the classified service of the civil service: They are entitled to the protection of Civil Service Law §75 or any other legal rights that they may have.
5. Staff members, other than those described in subdivisions 3 and 4, shall be subject to warning, reprimand, suspension or dismissal as the facts may warrant in accordance with any legal rights they may have.

F. ENFORCEMENT

1. The building principal or his or her designee shall be responsible for enforcing the conduct required by this code.
2. When the building principal or his or her designee sees an individual engaged in prohibited conduct, which in his or her judgment does not pose any immediate threat of injury to persons or property, the principal or his or her designee shall tell the individual that the conduct is prohibited and attempt to persuade the individual to stop.
3. The principal or his or her designee shall also warn the individual of the consequences for failing to stop. If the person refuses to stop engaging in the prohibited conduct, or if the person's conduct poses an immediate threat of injury to persons or property, the principal or his or her designee shall have the individual removed immediately from school property or the school function.
4. If necessary, local law enforcement authorities will be contacted to assist in removing the person.
5. The district shall initiate disciplinary action against any student or staff member, as appropriate, with the "Penalties" section above.
6. In addition, the district reserves its right to pursue a civil or criminal legal action against any person violating the code.

XIV. PUBLICATIONS, DISTRIBUTION, AND REVIEW

A. DISSEMINATION OF CODE OF CONDUCT

The board will work to ensure that the community is aware of this code of conduct by:

1. Making copies of the code available for review by students, parents and other community members.
2. Making copies of the code available to all parents at the beginning of the school year.
3. Providing a public hearing prior to Board approval.
4. Providing a summary of the Code of Conduct to be mailed to all students to ensure that students understand the standards of respect, and appropriate behavior that the school community expects from them.
5. Providing a summary of the code of conduct written in plain language to all parents of district students before the beginning of the school year and making this summary available later upon request.
6. Providing all current teachers and other staff members with a copy of the code and a copy of any amendments to the code as soon as practicable after adoption.
7. Providing all new teachers and teaching assistants with a copy of the current code of conduct when they are first hired. (Other employees will receive a Summary of the Code of Conduct.)

8. Providing copies of a summary of the code to all students in an age-appropriate, plainlanguage version, at a general school assembly held at the beginning of each school year.
9. Providing training to staff that specifically highlights the Dignity Act provisions, such as the prohibition against discrimination, harassment and bullying, reporting requirements and the availability of each school's Dignity Act Coordinator.

B. REVIEW

1. The board of education will review this code of conduct yearly and update it as necessary. In conducting the review, the board will consider how effective the code's provisions have been and whether the code has been applied fairly and consistently.
2. The board may appoint an advisory committee to assist in reviewing the code of conduct and the district's response to code of conduct violations. The committee will be made up of representatives of student, teacher, administrator, and parent organizations, school safety personnel, and other school personnel.
3. Before adopting any revisions to the code, the board will hold at least one public hearing at which school personnel, parents, students, and any other interested party may participate.

C. PUBLICATION

The District shall post the complete Code of Conduct (with all amendments and annual updates) on the District's website, if available. The District shall file a copy of its Code of Conduct and any amendments with the Commissioner, in a manner prescribed by the Commissioner, no later than thirty (30) days after their respective adoptions.

XII. Superintendent's Report

Recommendation/Summary

Superintendent's Report:

Dr. Graham will share the following:

1. Request for Field Trip: Wrestling team to Syracuse, December 15-16 [Phoenix HS]
- 2.

Grand Island Central School District

1100 Ransom Road • Grand Island, New York 14072

Telephone (716) 773-8800 • Fax (716) 773-6279

www.grandislandschools.org

BOE MEETING DATE: October 10, 2017

AGENDA ITEM: Wrestling Field Trip

BOARD ACTION REQUIRED:

COST TO DISTRICT: \$400.00

DETAIL: Pheonix High School Wrestling Trip
Syracuse, NY – December 15-16, 2017

PREPARED BY: Jon Roth, Athletic Director

RECOMMENDED BY: Dr. Brian Graham
Superintendent of Schools

CC: Jeff Richards

Here are the basics of the wrestling trip to Pheonix High School section 3 near syracuse...let me know if you need more information... Kathie thanks (in advance) for typing this up on the district forms for the Board of Education approval.... If you need me to do it or any other information let me know...

- Thanks and let me know if you need any other information...

Craig Hoplight #716 998 6374

Phoenix Round Robin Wrestling Tourney

To: Wrestling Coaches and Teams Invited to the Phoenix Round Robin Tourney

From: Gene Mills, Phoenix HS Wrestling Coach

Phoenix HS, 552 Main St., Phoenix, NY 13135

Dates: Saturday December 16, 2017

Athletic Director: John Jeffries, Phoenix HS (315) 695-1680 jjeffries@phoenixcsd.org

Varsity Tournament Fee: \$350 (All checks payable to CNY Pin2win Inc.)

JV Tournament Fee: \$300 unless have 8 or less kids, then only \$250

(Nonrefundable- We still have to pay for officials and awards)

Mail to: Coach Gene Mills, Phoenix HS, 552 Main St., Phoenix, NY 13135

Awards: Awards will be given to the first, second and third place teams and individuals. Two Most outstanding wrestler awards will be given out, one for the lower and one for the upper weights.

Teams Invited: Baldwinsville, Corning-Painted Post, Cortland, FM, Holland Patent, Johnson City (Section 4), Lansing (Section 4), Liverpool, Petrides (PSAL), Phoenix, Port Byron, Syracuse ITC, West Genesee

Format: 12-13 Teams, but only 10 man round robin format on 5 mats. There will be 2 pools of 5. Depending on how many wrestlers are in each weight class. Every wrestler will wrestle all opponents in their pool and then cross over for placements. **If there are more than 10 in a weight class, the worst records or most inexperience will be dropped from the tourney.** This is not a double elimination Tournament. Everyone should get a minimum of 4 matches and probably 5. We will have 5 mats in the gymnasium. A seeding committee will help separate the 2-4 best wrestlers based on information you provide to the committee.

*****Important*****

You must fax me the wrestler seeding sheet by Wednesday December 13th by noon. You can also call me with any replacements or changes by 3:00pm Friday. Our fax # is (315) 695-1637 and my cell is (315) 569-2746. If you email, please email both my emails at the same time in case I am at home or school gmills@phoenixcsd.org and genemillswrestling@gmail.com

Food and Meals: We will provide a concession stand open both days with reasonably priced food.

Lockers: Each team will be assigned a locker room area. Coaches should make provisions to secure any and all valuables. A coaches and officials room will be provided throughout both days. But, it will be unlocked.

Admission Cost: Cost \$4 per session for adults and \$1 for students

Scoring of Tourney: Wrestlers will be awarded 2 points for a win plus any bonus points.

Bonus Points: Major, Superior, Tech Fall, Fall, Forfeit, Default (see rule book or head table for standard point scoring) Wrestlers will be awarded points for placement (again see rule book)

Weigh in: Saturday December 16, 2017

*All wrestlers will have to make scratch weight 7:15-8:30am. Brief Coaches meeting will begin at 8:45am. Wrestling will start shortly thereafter and continue throughout the day with a short break before finals/consi's. We will try to run this tourney as fast as we can to get finals as early as possible. Last year we started by 9:30am and were finished by 4pm. We had 10 teams on 5 mats.

If you have questions regarding the tourney please call Gene Mills 315 569-2746 gmills@phoenixcsd.org
A tourney director will be appointed for the tourney. Please be prompt or early with your seeding sheet. We will try to split up the accomplished wrestlers.

Saturday Dec 16th, 2017

Weigh ins	7:15-8:30am
Coaches meeting	8:45am
Wrestling Begins	9:30am (on 5 mats)

XIII. Board of Education Report

Recommendation/Summary

Board of Education Report:

1. Board of Education Report:

XIV. Public Comment Section

Recommendation/Summary

Public Comment Section

PUBLIC COMMENT SESSION – *ITEMS NOT INCLUDED IN THE AGENDA*

(The sign-up is put out with the agenda; those interested will sign-up before the meeting.)

- At this time, public comments are invited from those individuals who desire to address the Board of Education on any topic which is on the agenda.
- Residents who have previously signed up to speak will be recognized by the President.
- When speaking, please identify yourself first.
- Speak clearly and loudly enough for everyone in the room to hear you.
- Speakers are requested to limit their remarks **TO NOT MORE THAN THREE (3) MINUTES**; to appoint a spokesperson if a concern is a group concern and, if necessary or desired, to supplement verbal presentations with written reports.
- Personal comments toward a member of the community, staff or Board of Education will not be considered appropriate.

XV. Committee of the Whole, Items of Information, Roundtable

Recommendation/Summary

Committee of the Whole, Items of Information, Roundtable:

1. Mrs. Pyc will conduct Roundtable
2. Upcoming events for the District:
 - a. October 12-14, 2017: 98th NYSSBA Annual Convention & Expo (Lake Placid)
 - b. October 23, 2017: Meeting w/Kaegebein Building Admin/BOE Meeting
 - c. October 30, 2017: Joint Meeting with the Town Board (time and location tbd)