

BROOKFIELD CENTRAL SCHOOL  
BOARD OF EDUCATION  
**Regular Meeting:**  
**Wednesday, January 10, 2024**  
**7:00 p.m. – School Library/Media Room**

AGENDA

- ITEM 1. CALL TO ORDER: By: \_\_\_\_\_ Time: \_\_\_\_\_ p.m.  
Pledge to Flag
- ITEM 2. Consent Agenda: Approval of – Warrants
- ITEM 3. Communications, Reports, Announcements  
A. Additions/Amendments to the Agenda  
B. Board President Communications  
C. District Clerk Communications  
D. Business Communications  
E. Superintendent Communications
- ITEM 4. Public Forum
- ITEM 5. Old Business:
- ITEM 6. New Business:  
A. Approval of: Budget Calendar for the 2024 Budget Vote & Election  
B. Approval of: Disposal of 2023 Voting Ballots  
C. Personnel: Appointment of Secondary Science Teacher  
D. Personnel: Appointment of Musical Director  
E. Approval of: Workplace Violence Prevention Policy Statement  
F. Approval of: Appointment of Workplace Violence Prevention Committee  
G. Approval of: Workplace Violence Prevention Program Coordinator
- ITEM 7. Adjournment

## APPENDIX 1

### Workplace Violence Prevention Policy Statement

Brookfield Central School is committed to the safety and security of our employees. Workplace violence presents a serious occupational safety hazard to our agency, staff, clients, and students. Workplace Violence is defined as any physical assault or act of aggressive behavior occurring where a public employee performs any work-related duty in the course of his or her employment including but not limited to an attempt or threat, whether verbal or physical, to inflict physical injury upon an employee; any intentional display of force which would give an employee reason to fear or expect bodily harm, intentional and wrongful physical contact with a person without his or her consent that entails some injury; or stalking an employee with the intent of causing fear of material harm to the physical safety and health of such employee when such stalking has arisen through and in the course of employment.

Acts of violence against the District/BOCES employees where any work-related duty is performed will be thoroughly investigated and appropriate action will be taken, including summoning criminal justice authorities when warranted. All employees are responsible for helping to create an environment of mutual respect for each other as well as clients, following all policies, procedures and practices, and for assisting in maintaining a safe and secure work environment.

This policy is designed to meet the requirements of NYS Labor Law 27b and 12 NYCRR 800.6 and highlights some of the elements that are found within our Workplace Violence Prevention Program. The process involved in complying with this law included a workplace evaluation that was designed to identify the risks of workplace violence to which our employees could be exposed.

Authorized Employee Representative(s) will, at a minimum, be involved in:

- evaluating the physical environment;
- developing the Workplace Violence Prevention Program and;
- reviewing workplace violence incident reports at least annually to identify trends in the types of incidents reported, if any, and reviewing the effectiveness of the mitigating actions taken.

All employees will participate in the annual Workplace Violence Prevention Training Program. The goal of this policy is to promote the safety and well-being of all people in our workplace. All incidents of violence or threatening behavior will be responded to immediately upon notification. All personnel are responsible for notifying the contact person designated below of any violent incidents, threatening behavior, including threats they have witnessed, received, or have been told that another person has witnessed or received.

#### ***Designated Workplace Violence Administrator/Officer Contact:***

Primary Contact		Secondary Contact	
Name	Ronald Pavlus	Name	Tiffany Lopesz
Title	Superintendent	Title	Business Manager
Department	Administration	Department	Administration
Phone	315-899-3323 ext. 309	Phone	315-899-3323 ext. 204
Location	Brookfield Central School	Location	Brookfield Central School