

**Shelter Island School Board of Education**  
**Tuesday, October 15, 2024**  
**Regular Meeting at 6:00 pm**  
**Conference Room**

**Kathleen M. Lynch, President \* Katherine Rossi-Snook, Vice President**  
**Margaret Colligan Dawn Hedberg Tracy McCarthy Karina Montalvo Anthony J. Rando**

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Shelter Island School Mission Statement – Engage, Explore, Empower**

The following statement will be read:

We want our students to cherish our small Island community while applying and expanding their learning about, understanding of, and engagement with the wider world. To do this they must be: ethical and moral individuals; respectful and responsible communicators; creative and analytical thinkers; knowledgeable and literate readers, writers, mathematicians and scientists; participants in and audiences for art, drama, music, athletics, and other artistic, cultural, and social activities; skilled and successful workers and consumers; and committed and active citizens.

**4. Visitor Questions (Specific to the agenda)**

**5. Consent Agenda – The Board President may seek a motion to approve and/or accept the following agenda items:**

5.1 Approval of Minutes

- a. Regular Meeting of September 16, 2024

**6. Correspondence**

- a. September 12, 2024: Email from Community Member re: South Fork Private School Transportation

**7. Presentations**

7.1 Presentation Requiring Board Approval

- a. James Theinert and Members of the Class of 2025 re: Senior Class Trip

The Board President may request a motion to approve the following action 7.1a

7.1a Class of 2025 Senior Class Trip

Approve the Senior Class Trip to Washington State, to be held Tuesday, May 27, 2025 through Monday, June 2, 2025.

- b. Members of the National Honor Society Executive Team re: National Honor Society Cardboard Campout

The Board President may request a motion to approve the following action: 7.1b

7.1b NHS Cardboard Campout

Approve an overnight field trip on school property for the National Honor Society Cardboard Campout to be held on Friday, November 8, 2024, at 6:00 pm through Saturday, November 9, 2024, at 6:00 am.

**8. Personnel - The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Personnel Actions: 8.1 - 8.8**

8.1 Step Movement

- a. Approval to move the following faculty on the salary scale, effective retroactively to September 1, 2024

- |                        |                              |
|------------------------|------------------------------|
| 1. Kristin Sweeney     | Step 4 MA to Step 4 MA+15    |
| 2. Danielle Spears     | Step 5 MA+60 to Step 5 MA+75 |
| 3. Jacqueline Sperling | Step 1 MA to Step 1 MA+15    |
| 4. Sarah Pfennig       | Step 1 BA+30 to Step 1 MA    |
| 5. Lauren Farkas       | Step 5 MA+60 to Step 5 MA+75 |

- 6. Adrienne Pitch Step 3 BA+15 to Step 1 MA
- 7. Maggie Manarel Step 4 MA+60 to Step 4 MA+75 (*Pending Receipt of Transcripts*)

8.2 Childcare Leave of Absence

- a. Approve a contractual childcare leave of absence for Catherine Brigham, Art Teacher, to commence on or about December 9, 2024 through April 4, 2025; with said period credited towards the employee's FMLA leave of absence.

8.3 Medical Leave of Absence

- a. Approve a medical leave of absence for Michelle Corbett, Special Education Teacher, to commence October 1, 2024 through November 6, 2024; with said period credited towards the employee's FMLA leave of absence.

8.4 Leave Replacement

- a. Appoint Kelsey Northcote as a Special Education Teacher Leave Replacement, effective retroactively to September 17, 2024 through November 6, 2024, at a salary of \$69,972, prorated to \$8,475.24, Step 1 MA of the 2024-2025 teacher salary scale.

8.5 Lead Evaluators of Teachers and Principals for the 2024-2025 School Year

- a. BE IT RESOLVED, that Brian Doelger, Jennifer Rylott, Todd Gulluscio, and Allan Gerstenlauer are hereby certified as a Qualified Lead Evaluator of teachers and building principals, by successfully demonstrating the skills prescribed in 8 NYCRR §30-2.9(b), including:
  - 1. The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
  - 2. Evidence-based observation techniques that are grounded in research;
  - 3. Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
  - 4. Application and use of the state-approved principal rubric selected by the Shelter Island Union Free School District for use in the evaluations of teachers and building principals, including training on the effective application of such rubrics to observe a teacher's and building principal's practice;
  - 5. Application and use of the assessment tools that the Shelter Island Union Free School District utilizes to evaluate its teachers and building principals;
  - 6. Application and use of the state-approved locally selected measures of student achievement used by Shelter Island Union Free School District to evaluate its principals;
  - 7. The scoring methodology utilized by the State Education Department and Shelter Island Union Free School District to evaluate teachers and building principals under 8 NYCRR Subpart 30-2, including:
    - a. How scores are generated for each subcomponent and the composite effectiveness score of teachers and building principals, and
    - b. Application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of teachers and principals and their subcomponent ratings; and
    - c. Specific considerations in evaluating teachers and building principals of English language learners and students with disabilities.

8.6 Amend Motion

- a. Amend the motion of September 16, 2024 from:

Home Instruction

- a. Approve Janine Mahoney for Secondary Level Home Instruction for 1.5 hours per day, 7.5 hours per week, at a rate of \$75.10 per hour, not to exceed 22.5 hours.
- b. Approve James Theinert for Secondary Level Home Instruction for 1.5 hours per day, 7.5 hours per week, at a rate of \$75.10 per hour, not to exceed 22.5 hours.

to:

Home Instruction

- a. Approve Janine Mahoney for Secondary Level Home Instruction for 1.5 hours per day, 7.5 hours per week, at a rate of \$75.10 per hour, not to exceed **45 hours**.
- b. Approve James Theinert for Secondary Level Home Instruction for 1.5 hours per day, 7.5 hours per week, at a rate of \$75.10 per hour, not to exceed **45 hours**.

- 8.7 Additional Coach for the 2024-2025 School Year  
a. Appoint Morgan Callahan as Junior High Softball Coach for the 2024-2025 school year, at \$2,977.30

- 8.8 Non-Aligned Personnel Employment Agreements  
a. BE IT RESOLVED THAT: The Board of Education hereby approves the annexed agreements between the Shelter Island Union Free School District and non-aligned personnel; and  
BE IT FURTHER RESOLVED THAT: The Board of Education hereby authorizes the Board President to execute said agreements.

**9. Program** - The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Finance Actions: 9.1 – 9.2

- 9.1 CSE Recommendations for the 2024-2025 School Year  
a. Committee on Special Education

- 9.2 First Reading of Policies  
a. Policy #1336 – Duties of the Extraclassroom Activity Fund Central Treasurer and Accountants/External Auditors  
b. Policy #5520 – Extraclassroom Activity Fund  
c. Policy #5660 – Meal Charging and Prohibition Against Meal Shaming  
d. Policy #7221 – Participation in Graduation Ceremonies and Activities  
e. Policy #7470 – Student Government

**10. Finance** – The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Finance Actions: 10.1 – 10.5

- 10.1 Financial Reports  
a. Treasurer’s Report – August 2024  
b. Extra Class Report – August 2024  
c. Appropriations Status Report  
d. Revenue Status Report  
e. Payroll Audit Report – September 2024

- 10.2 Budget Transfers and Journal Entries  
a. Accept and approve the Budget Transfers and Journal Entry Reports for the period of September 11, 2024 through October 7, 2024, that in accordance with Board Policy, the Superintendent has approved as well as the transfers that need specific Board approval.

- 10.3 Tax Levy  
a. WHEREAS, the Shelter Island Union Free School District has determined that amount of State aid and other estimated local revenues to be applied toward the 2024-2025 budget; now, therefore be it RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby sets the total tax levies for the Shelter Island Union Free School District at \$11,496,884.  
AND BE IT FURTHER RESOLVED, that because the STAR program will pay portions of the School Tax Levy that normally would be borne by the property tax in the 2024-2025 school year, the School Tax Levy shall be further offset by the actual amount received to STAR.;  
AND BE IT FURTHER RESOLVED, that under the various provisions of General Municipal Law Section 6 and related sub-sections, the Board of Education of the Shelter Island Union Free School District hereby appropriates the following reserve funds monies to be used as revenue in the 2024-2025 school year, as presented to the voters in May 2024:
- NYSTRS School District Retirement Contribution Reserve Sub-Fund: \$110,824
  - Employee’s Retirement Contribution Reserve: \$100,000

- 10.4 Audit Report Year End June 30, 2024  
a. Accept the audit reports for the fiscal year ending June 30, 2024.

10.5 Funding Reserves

- a. WHEREAS, the Board of Education of the Shelter Island Union Free School District is desirous of funding certain reserves allowable by law using fund balance in order to save money and plan for expenses in future fiscal years; therefore,

BE IT RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby funds the existing Repair Reserve established pursuant to General Municipal Law Section 6-P by excess fund balance from the 2023-2024 fiscal year in an amount of \$229,673.00.

- 11. Business** – the Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Business Action: 11.1

11.1 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Wainscott Common School District for student services. The term of said agreement shall be retroactive to July 1, 2024 through June 30, 2025; and authorized the Board President to execute said contract.

**12. Facility – None**

**13. Items for Consideration – None**

**14. Old Business – None**

**15. Director of Athletics, Physical Education, Health, Wellness & Personnel Report**

**16. Assistant Superintendent Report**

**17. Superintendent Report**

**18. Board Member Reports**

**19. Visitor Comments**

**20. Adjournment**

**~~SUBJECT: DUTIES OF THE EXTRACLASSROOM ACTIVITY FUND CENTRAL  
TREASURER AND FACULTY AUDITOR~~**

~~Central Treasurer~~

~~The Extraclassroom Activity Fund Central Treasurer is appointed by the Board, and is responsible for supervising the extraclassroom activity (ECA) fund balances.~~

~~The Treasurer's duties include:~~

- ~~a) Countersigning all checks disbursing funds from the ECA Account;~~
- ~~b) Safeguarding, accounting for, and depositing moneys collected by the ECA. He or she will provide general supervision to ensure that all receipts are timely deposited and that disbursements are made by check only;~~
- ~~c) Maintaining records of all receipts and expenditures;~~
- ~~d) Submitting required records and reports to the Board; and~~
- ~~e) Assuming other duties customary to the position.~~

~~Faculty Auditor~~

~~The ECA fund Faculty Auditor is appointed by the Board, and is responsible for auditing all financial transactions of the fund.~~

~~The Auditor's duties include:~~

- ~~a) Examining the statement of accounts from the Central Treasurer once per month;~~
- ~~b) Auditing the ledgers kept by ECA Treasurers at least twice per year, and reconciling these ledgers with the Central Treasurer's records;~~
- ~~c) Examining transactions and procedures to ensure they are accurate and followed, including supporting documentation requirements and receipt issuance;~~
- ~~d) Certifying the accuracy of entries posted and available balances listed;~~
- ~~e) Investigating any instances when the Central Treasurer's report and the activity's ledgers do not agree; and~~
- ~~f) Preparing the year-end report summarizing the financial condition of each activity, and submitting it to the building principal and Board.~~

(Continued)

Bylaws

~~SUBJECT: DUTIES OF THE EXTRACLASSROOM ACTIVITY FUND CENTRAL  
TREASURER AND FACULTY AUDITOR (Cont'd.)~~

~~Education Law § 207  
8 NYCRR Part 172~~

~~Adoption Date~~

**SUBJECT: DUTIES OF THE EXTRACLASROOM ACTIVITY FUND CENTRAL  
TREASURER AND FACULTY AUDITOR**

Extraclassroom Activity (ECA) Central Treasurer

The ECA Central Treasurer is appointed by the Board and has custody of all ECA funds. The ECA Central Treasurer's duties include, but are not limited to:

- a) Disbursing ECA funds by means of prenumbered check forms upon receipt of a payment order signed by the student activity treasurer and faculty advisor of the ECA, provided that there are sufficient funds in the account;
- b) Signing all checks disbursing ECA funds;
- c) Providing completed checks disbursing ECA funds to the student activity treasurer of the ECA;
- d) Signing a receipt for all ECA funds placed into his or her custody and depositing those funds promptly into a bank designated by the Board;
- e) Maintaining a record of the receipts and disbursements of each individual ECA account and of all the ECA accounts combined;
- f) Verifying bank statements and preparing a reconciliation of cash balances and ECA accounts to be forwarded to the Faculty Auditor monthly;
- g) Submitting to the Board a financial report relating to the receipts and expenditures for all ECA accounts on a monthly basis; and
- h) Reporting to the Board or its designee regularly and independently of the Faculty Auditor.

Accountants and External Auditors

The Faculty Auditor is appointed by the Board. The Accountant and External Auditor's duties include, but are not limited to:

- a) Examining the statements of accounts from the ECA Central Treasurer monthly;
- b) Auditing the ledgers kept by the student activity treasurer(s) at least twice a year on a rotating basis, and reconciling these ledgers with the ECA Central Treasurer's records;
- c) Examining transactions and paperwork to determine if correct procedures are being used, including supporting documentation requirements and receipt issuance;

(Continued)

**SUBJECT: DUTIES OF THE EXTRACLASSROOM ACTIVITY FUND CENTRAL  
TREASURER AND FACULTY AUDITOR (Cont'd.)**

- d) Certifying the accuracy of entries posted and available balances listed;
- e) Investigating any instances when the ECA Central Treasurer's report and the student activity treasurer's ledgers do not agree;
- f) Assembling, at the end of the school year, the monthly reports and preparing a composite report listing the financial condition of each ECA account for the full school year; and
- g) Reporting to the Board or its designee regularly and independently of the ECA Central Treasurer.

8 NYCRR Part 172

NYSED Finance Pamphlet, The Safeguarding, Accounting, and Auditing of Extraclassroom Activity Funds,  
Revised 2019

Adoption Date



**SUBJECT: — EXTRACLASSROOM ACTIVITY FUND**

~~An extraclassroom activity (ECA) fund will be established for activities conducted by students whose financial support is raised other than by taxation or through charges of the Board. ECA fund management will give students opportunities to learn proper business practices and how to operate a successful business. The Board and designated District personnel will protect and provide oversight of ECA funds.~~

~~All ECAs will be approved by the Board. The building principal will maintain an up-to-date register of all ECAs that are approved or discontinued. Each ECA will have a faculty advisor appointed by the building principal. A Central Treasurer and a Faculty Auditor will oversee all financial aspects of ECAs. The annual District audit will include all ECA funds.~~

~~— All ECA funds will be handled in accordance with the financial procedures set forth in Safeguarding, Accounting and Auditing of Extraclassroom Activity Funds, Revised 2015, published by the New York State Education Department. All commitments and contracts will be the sole responsibility of the ECA giving rise to the transaction, regardless of a change in advisors, membership, or officers.~~

~~Accurate ledgers will be kept. All moneys will be timely deposited in appropriate accounts set up by the Board. These accounts are subject to audit. All transactions involving ECA funds will be on a cash basis. No accounts will remain unpaid at the end of the school year. The District will invest funds in accordance with its investment policy.~~

~~The District's ECAs are prohibited from using its state sales tax exemption. The Central Treasurer is responsible for filing the periodic sales tax returns for the ECA funds.~~

~~— Funds of discontinued ECAs, those inactive for one year, and those of graduating classes will revert to the account of the general student organization or student council, and will be expended in accordance with the organization's or council's constitution.~~

~~The building principals, with approval of the Superintendent, will set up procedures for safeguarding, accounting for, and auditing all money received and derived from ECAs.~~

Education Law § 207  
8 NYCRR Part 172

NOTE: — Refer also to Policies #5220 — District Investments  
#5620 — Fixed Asset Inventories, Accounting, and Tracking  
#7450 — Fundraising by Students

Adoption Date

**SUBJECT: EXTRACLASSROOM ACTIVITY FUND**

Any organization within the District whose activities are conducted by students, and whose financial support is raised other than by taxation or through charges of the Board, is an extraclassroom activity (ECA). The moneys raised by these organizations are referred to as ECA funds. ECA fund management provides students with the opportunity to learn proper business practices and how to operate a successful business. The Board and designated District staff will protect and provide oversight of ECA funds. All ECAs will be approved by the Board.

The Board will appoint an ECA Central Treasurer, a Faculty Auditor, and a chief faculty counselor (appointed for each building in the District, typically the building principal). Each ECA will have a faculty advisor appointed by the chief faculty counselor. Additionally, each ECA will have a student activity treasurer elected by the members of the ECA.

All ECA funds will be handled in accordance with the financial procedures set forth in The Safeguarding, Accounting, and Auditing of Extraclassroom Activity Funds, Revised 2019, published by the New York State Education Department. All moneys received from the conduct, operation, or maintenance of any ECA will be deposited with the ECA Central Treasurer. Two separate and independent sets of records of receipts and expenditures will be maintained, one by the ECA Central Treasurer and one by the ECA's student activity treasurer. On a monthly basis, the ECA Central Treasurer will submit to the Board a financial report relating to the receipts and expenditures for all ECA accounts. The authority to expend moneys will be distinct and separate from the custody of these moneys. The District will invest ECA funds in accordance with its investment policy.

ECAs are prohibited from using the District's New York State sales tax exemption. The ECA Central Treasurer is responsible for filing the periodic sales tax returns for ECA funds.

All commitments and contracts will be the sole responsibility of the ECA incurring the transaction, regardless of a change in faculty advisors, membership, or officers.

In conjunction with the annual audit of District records, the Independent Auditor will audit all ECA funds. This audit will include a statement of receipts, disbursements, and balances for each ECA, together with a reconciliation of cash.

When an ECA becomes inactive or is discontinued, the ECA Central Treasurer is directed to expend the leftover ECA funds to the accounts of the general grades 9-12 student organization.

**SUBJECT: EXTRACLASSROOM ACTIVITY FUND (Cont'd.)**

NOTE: Refer also to Policies #1330 -- [Appointments and Designations by the Board](#)  
#1334 -- [Duties of the External \(Independent\) Auditor](#)  
#1336 -- [Duties of the Extraclassroom Activity Fund Central  
Treasurer and Faculty Auditor](#)  
#3280 -- [Use of School Facilities, Materials, and Equipment](#)  
#5220 -- [District Investments](#)  
#5530 -- [Petty Cash Funds and Cash in School Buildings](#)  
#5620 -- [Fixed Asset Inventories, Accounting, and Tracking](#)  
#7410 -- [Extracurricular Activities](#)  
#7450 -- [Fundraising by Students](#)

Adoption Date

**SUBJECT: MEAL CHARGING AND PROHIBITION AGAINST MEAL SHAMING**

It is the District's goal to provide students with access to nutritious no- or low-cost meals each school day and to ensure that a student whose parent/guardian has unpaid meal charges is not shamed or treated differently than a student whose parent/guardian does not have unpaid meal charges.

Unpaid meal charges place a large financial burden on the District. The purpose of this policy is to ensure compliance with federal requirements for the USDA Child Nutrition Program and to provide oversight and accountability for the collection of outstanding student meal balances to ensure that the student is not stigmatized, distressed, or embarrassed.

The intent of this policy is to establish procedures to address unpaid meal charges throughout the District in a way that does not stigmatize, distress, or embarrass students. The provisions of this policy pertain to regular priced reimbursable school breakfast, lunch and snack meals only. Charging of items outside of the reimbursable meals (a la carte items, adult meals, etc.) is expressly prohibited.

**Access to Meals**

- a) Free meal benefit eligible students will be allowed to receive a free breakfast and lunch meal of their choice each day. A la carte items or other similar items must be paid/prepaid.
- b) Reduced meal benefit eligible students will be allowed to receive a breakfast of their choice for ~~\*[enter amount, maximum \$.25]~~\$.25 and lunch of their choice for ~~\*[enter amount, maximum \$.25]~~\$.25 each day. ~~The charge meals offered to students will be reimbursable meals available to all students, unless the student's parent or guardian has specifically provided written permission to the District to withhold a meal.~~ A la carte items or other similar items must be paid/prepaid.
- c) Full pay students will pay for meals at the District's published paid meal rate each day. The charge meals offered to students will be reimbursable meals available to all students, unless the student's parent or guardian has specifically provided written permission to the District to withhold a meal. A la carte items or other similar items must be paid/prepaid.

**Ongoing Staff Training**

- a) Staff will be trained annually and throughout the year as needed on the procedures for managing meal charges using the State Education Department (SED) Webinar or the District's training program.

(Continued)

**SUBJECT: MEAL CHARGING AND PROHIBITION AGAINST MEAL SHAMING  
(Cont'd.)**

- b) Staff training will include ongoing eligibility certification for free or reduced-price meals.

**Parent Notification**

Parents/guardians will be notified that a student's meal account balance is exhausted. Charges are allowed up until \$10.

**Parent Outreach**

- a) Staff will communicate with parents/guardians with five or more unpaid meal charges to determine eligibility for free or reduced-price meals.
- b) Staff will make two documented attempts to reach out to parents/guardians to complete a meal application in addition to the application and instructions provided in the school enrollment packet.
- c) Staff will contact the parent/guardian to offer assistance with completion of meal application to determine if there are other issues within the household causing the student to have insufficient funds, offering any other assistance that is appropriate.

**Minimizing Student Distress**

- a) Staff will not publicly identify or stigmatize any student in line for a meal or discuss any outstanding meal debt in the presence of any other students.
- b) Students with unpaid meal charges will not be required to wear a wristband or handstamp, or to do chores or other work to pay for meals.
- c) Staff will not throw away a meal after it has been served because of the student's inability to pay for the meal or because of previous unpaid meal charges.
- d) Staff will not take any action directed at a student to collect unpaid meal charges.
- e) Staff will deal directly with parents/guardians regarding unpaid meal charges.

**Ongoing Eligibility Certification**

- a) Staff will conduct direct certification through the New York Student Identification System (NYSSIS) or using SED Roster Upload to maximize free eligibility. NYSED provides updated direct certification data monthly.

(Continued)

**SUBJECT: MEAL CHARGING AND PROHIBITION AGAINST MEAL SHAMING  
(Cont'd.)**

- b) Staff will provide parents/guardians with free and reduced-price application and instructions at the beginning of each school year in the school enrollment packet.
- c) If the District uses an electronic meal application, it will provide an explanation of the process in the school enrollment packet and instructions on how to request a paper application at no cost.
- d) The District will provide at least two additional free and reduced-price applications throughout the school year to families identified as owing meal charges.
- e) The District will use its administrative prerogative to complete an application on a student's behalf judiciously, and only after using exhaustive efforts to obtain a completed application from the student's parent/guardian. The District will complete the application using only available information on family size and income that falls within approvable guidelines.
- f) The District will coordinate with the foster, homeless, migrant, and runaway coordinators to certify eligible students. School liaisons required for homeless, foster, and migrant students will coordinate with the nutrition department to make sure these students receive free school meals, in accordance with federal law.

**Prepaid Accounts**

Students/Parents/Guardians may pay for meals in advance via [www.shelterisland.familyportal.cloud](http://www.shelterisland.familyportal.cloud) or with a check payable to Shelter Island Union Free School District. Further details are available on the District's webpage at [www.shelterisland.k12.ny.us](http://www.shelterisland.k12.ny.us). Funds should be maintained in accounts to minimize the possibility that a student may be without meal money on any given day. Any remaining funds for a particular student *will* be carried over to the next school year.

To obtain a refund for a withdrawn or graduating student, an e-mailed request for a refund of any money remaining in the student's account must be submitted to [support@shelterisland.k12.ny.us](mailto:support@shelterisland.k12.ny.us). Students who are graduating at the end of the year will be given the option to transfer any remaining money to a sibling's account through a written request.

Unclaimed funds must be requested within one school year. Unclaimed funds will then become the property of the District Food Service Program.

42 USC § 1758  
7 CFR §§ 210.12 and 245.5  
Education Law § 908  
8 NYCRR § 114.5

Adoption Date: 12/13/10  
Revised:

## Students

**SUBJECT: PARTICIPATION IN GRADUATION CEREMONIES AND ACTIVITIES**

The graduation or commencement ceremony is a time to celebrate the honors and achievements of the graduating class. The administration will establish the date for graduation ceremonies and the place and program details, including attire. Academic and other awards and scholarships may be presented along with diplomas. Speakers may be selected from amongst the graduating class or others.

Participation in the graduation ceremony and related activities will be predicated on satisfactory completion of all graduation requirements, or as otherwise described in this policy. Exceptions may be made under extraordinary circumstances with the permission of the Superintendent of Schools. Students who have earned either a Career Development and Occupational studies Commencement Credential (CDOS) or Skills and Achievement Commencement Credential (SACC) without meeting the requirements for a high school diploma by the time of their ninth-grade cohort reaches graduation may, but are not required to, participate in that graduation ceremony and related activities.

However, students may be denied participation in the graduation ceremony and related activities as a consequence of violations of the Code of Conduct. The Building Principal may set other rules and conditions for participation in the graduation ceremony and related activities. All such rules will be provided to students and parents/guardians in advance. Students who have met the requirements for a diploma but are barred from participating in the graduation ceremony will be given their diploma separately.

Students with disabilities who participate in graduation ceremonies without receiving a diploma are entitled to continue their educational programs until their 22<sup>nd</sup> birthday, or until receipt of a Regents or local high school diploma, whichever comes first.

The Board directs the Superintendent to develop regulations to implement this policy. The District will provide annual written notice to all students and their parents/guardians of the requirements of this policy and associated regulations.

Education Law § 3204(4-b)  
8 NYCRR § 100.2(oo)

Adoption Date:

Students

**SUBJECT: STUDENT GOVERNMENT**

Student government organizations enhance civic engagement and leadership preparedness. Civic-ready students use civic knowledge, skills, and mindsets to make decisions and take actions for themselves, their communities, and the public good as members of a culturally diverse, democratic society.

Recognizing the benefits of student government organizations, the District has established a student government for the high school in the District.

The student government will serve as a liaison between the student body and school administration, representing student perspectives in District policies and programs. It will meet regularly to discuss and address student interests and concerns, and to plan activities that promote civic engagement and school spirit.

The District will establish guidelines and procedures for the operation of the student government.

Education Law Section 817

NOTE: Refer also to Policy #7410 -- [Extracurricular Activities](#)

Adoption Date