

REGULAR MEETING (Wednesday, January 18, 2023)
Generated by Patricia Wright

**HEMPSTEAD PUBLIC SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
JANUARY 18, 2023
MINUTES**

The regular meeting of the Hempstead Public Schools Board of Education was held in the A.B.G.S. Middle School Band Box, 70 Greenwich Street, Hempstead, New York 111550. The meeting was called to order at 6:08 P.M., moved by Trustee Brown Young and seconded by Trustee Johnson. All of the Board Members were present, trustee Young left the meeting at 9:15 P.M., returned at 9:55 P.M. and left again at 10:17 P.M. The President and Superintendent brief remarks. A moment of silence was observed in memory of two deceased former employees. The Superintendent offered congratulations to the A.B.G.S. debate team for taking 2nd place in a competition. She also mentioned the high school play taking place this coming weekend. There was a musical presentation from two students from the Jackson Main School.

BOARD MEMBERS PRESENT:

Randy Stith, President
LaMont E. Johnson, Vice President
Olga Brown Young, Trustee
Patricia McNeill, Trustee
Joylette Williams, Trustee

SED MONITOR ABSENT

Dr. William Johnson- *****Present via zoom in executive session**

STAFF MEMBERS PRESENT:

Regina Armstrong, Superintendent
Jamal Scott, Assistant Superintendent for Business & Operations
Rodney Gilmore, Associate Superintendent for Human Resources
Djuana Wilson, Assistant Superintendent for Special Education
James Clark, Assistant Superintendent for Special Assignments
Gary Rush, Interim Assistant Superintendent for C & I
Patricia Wright, District Clerk
Barbara Emigholz, General Counsel
John Sheahan, General Counsel
Matthew Harrison, General Counsel
Monte Chandler, Special Counsel
Austin Graff, Labor Counsel

A. MEETING OPENING

Procedural: 1. Pledge of Allegiance

B. PRESIDENT'S REMARKS

C. TRUSTEE REMARKS

D. OLD BUSINESS

E. NEW BUSINESS

Procedural: 1. Moment of Silence

F. SUPERINTENDENT'S REMARKS

G. COMMENDATIONS/PRESENTATIONS

H. BOARD OPERATIONS

Trustee Williams moved, seconded by Trustee Johnson to approve the consent calendar.

MOTION YES 5 MOTION CARRIED

To approve the
consent calendar

Trustee Johnson moved, seconded by Trustee McNeill to convene to executive session at 8:00 P.M. to discuss personnel a particular individual and advice of legal counsel.

MOTION YES 5 MOTION CARRIED

to convene to
executive session

POLICY REVIEW

1. RESOLVED, that the Board of Education approves the 1st reading of amended policy # 2160 "Officer /Employee District Code of Ethics"

I. OTHER AGENDA ITEMS

Action, Minutes: 1. MINUTES

MINUTES

1. RESOLVED, that the Board of Education accept the minutes of the meetings held December 21, 2022 as submitted by the District Clerk.

J. BUSINESS & OPERATIONS**BUSINESS & OPERATIONS****WARRANTS**

1. **RESOLVED**, that the Board of Education approves the Superintendent's recommendation to review the Register of Bills as follows:
General Funds (Warrants #51, 52, 54); Cafeteria/Lunch (Warrants #6); Federal (Warrants #11); Capital (Warrants #12, 13).

TREASURER'S REPORTS

2. **RESOLVED**, that the Board of Education approves the Reports as submitted by the District Treasurer. Treasurer's Reports for the month(s) of November 2022.

REVENUE REPORTS

3. **RESOLVED**, that the Board of Education approves the Reports as submitted by the District Treasurer. Revenue Reports for the month(s) of November 2022.

APPROPRIATION REPORTS

4. **RESOLVED**, that the Board of Education approves the Reports as submitted by the District Treasurer. Appropriation Reports for the month(s) of November 2022.

THIRD PARTY REVIEW RESOLUTION

5. **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools and the District's Architect, BBS Architects, Landscape Architects and Engineers, P.C. ("BBS"), the Board of Education of the Hempstead Union Free School District ("Board of Education") hereby authorizes BBS to submit the information necessary to initiate third-party review of the District's capital project (SED NO. 28-02-01-03-0-020-031 and SED NO. 28-02-01-03-7-116-001) ("Project") to the New York State Department of Education in order to expedite review of the Project; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the District's Business Office to issue payment in the amount of \$20,300 to CITI BOCES in order to initiate third-party review of the Project.

K. CONTRACTS/STIPULATIONS OF SETTLEMENT**CONTRACTS/ STIPULATIONS OF SETTLEMENT****SpringBoard Incubators Inc**

1. **RESOLVED**: That the Board of Education approves the Superintendent's Recommendations to execute the attached Partnership Contract with SpringBoard Incubators Inc. for Comprehensive Support and Improvement for high school and authorizes the President of the Board to execute same.

Strategic Goal(s): SpringBoard Incubators Inc. will provide Professional Development with hands-on exercises using the film and editing software and techniques at Hempstead High School. Workshops are twice a month (Feb, Mar, Apr, May & Jun) for 15 students, each session is 75 minutes and 2 SpringBoard instructors per class.

Funding Source: Targeted Support Grant for Fall 2022 and Spring 2023

Total Amount: \$14,075.00

EMPLOYEE SETTLEMENT

2. **WHEREAS**, the Superintendent of Schools, by Labor Counsel for the District, has negotiated an agreement resolving certain administrative proceedings as between the District, and the Board, on the one hand, and Employee Number 3523, on the other hand, and

WHEREAS, the Board has concluded, based upon the recommendation of the Superintendent that it is in the best interests of the District to resolve said administrative proceedings by means of the negotiated Stipulation of Settlement, which was executed by said Employee on January 12, 2023; be it

RESOLVED, that the Board hereby approves and adopts the Stipulation of Settlement, and with it the resolution of the administrative proceedings concerning said Employee, which Stipulation of Settlement shall be kept on file in the District's Office of Human Resources, pursuant to its terms and it is

FINALLY RESOLVED, that the Board hereby authorizes the Board President or authorized designee to execute the Stipulation of Settlement on behalf of the District and the Board.

L. DONATION**M. USE OF FACILITIES****USE OF FACILITIES**

*** All approvals are conditional based on the needs of the Hempstead School District.**

If the space requested by an outside group is needed by Hempstead students, the

outside group will be cancelled.

1. The group agrees to pay the specified fee, which is based on the "Fee Schedule" in Board of Education Policy.

Name	For Use Of	Date(s)

2. The group requests a waiver of the specified fee, which is based on the "Fee Schedule" in Board of Education Policy.

Name	For Use Of	Date(s)

Village of Hempstead Police Activities League (PAL)	High School Track Practice for Track and Field Program Majority of the 40 people are Village of Hempstead Residents and attend Hempstead School District (\$50.00 registration fee per person for uniforms, medals meet fees, end of year party)	Day: Wednesday and Friday Date: March 22, 2023, through April 28, 2023 Time: 6 pm – 7 pm Cost: \$1,575.00 Insurance: On file Principal Approval: Approved
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Name	For Use Of	Date(s)
Village of Hempstead Police Activities League (PAL)	ABGS Middle School Track Practice for Track and Field Program Majority of the 40 people are Village of Hempstead Residents and attend Hempstead School District (\$50.00 registration fee per person for uniforms, medals meet fees, end of year party)	Day: Wednesday and Friday Date: May 3, 2023, through June 2, 2023 Time: 6 pm – 7 pm Cost: \$1,750.00 Insurance: On file Principal Approval: Approved
Name	For Use Of	Date(s)
Hempstead Little League	ABGS Middle School Gymnasium - Indoor Clinic for Baseball Program (All Hempstead Residents) All school activities supersede Hempstead Little League *Cleaners are in the Middle School building until 11:30pm	Day: Thursday Date: January 19, 2023 through March 16, 2023 Time: 5:30 pm to 7:30 pm Cost: \$ 1,400.00 Insurance: On file Principal Approval: Approved

N. DISPOSAL OF EQUIPMENT**DISPOSAL OF EQUIPMENT**

1. **RESOLVED** that the Board of Education approves the Superintendent's recommendation to dispose of as obsolete the following computer equipment:

O. SPECIAL EDUCATION**CSE/CPSE MEETINGS**

1. **RESOLVED**, that the Board of Education approves to accept the recommendations of the CSE/CPSE meetings held on:

12/1, 12/2, 12/6, 12/7, 12/8, 12/9, 12/12, 12/13, 12/14, 12/15, 12/16, 12/19, 12/20, 2/21 and 12/22.

SPECIAL EDUCATION PROVIDES MOVED TO EXECUTIVE SESSION**SPECIAL EDUCATION PROVIDERS**

2. **RESOLVED**, that the Board of Education approves the superintendent's recommendation for the following Special Education Providers:

Phoenix Center for Rehabilitation and Pediatrics
Northern Region Educational Services Commission

SETTLEMENT MOVED TO EXECUTIVE SESSION AND PULLED UNTIL NEXT MONTH**SETTLEMENT RESOLUTION**

3. **RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the Stipulation of Settlement and Release ("Stipulation") with the parent of the student identified on confidential schedule "A" and authorizes the President of the Board of Education to execute such Stipulation on behalf of the Hempstead Union Free School District.

P. PUPIL PERSONNEL SERVICES**Q. FIELD TRIPS**

R. PERSONNEL**RESIGNATIONS MOVED TO EXECUTIVE SESSION**

RESIGNATION – RESOLVED, that the Board of Education approves the Superintendent's recommendation to **ACCEPT** the resignation(s) from the following Professional Personnel for **RETIREMENT/PERSONAL PURPOSES**:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Joyce Koestenblatt Eff. 1/31/2023	Science Teacher ABGS Middle School	Letter of resignation received for retirement purposes.
Gary Rush-PULLED Eff. 10/18/21	Principal, David Paterson	Letter of resignation received contingent upon appointment as Assistant Superintendent for Curriculum & Instruction.

RESOLVED, that the Board of Education approves the Superintendent's recommendation to **APPOINT** the following professional personnel: (In order to be eligible for tenure, an individual receiving a probationary appointment as a classroom teacher or building principal must receive an annual composite or overall APPR rating of Highly Effective or Effective in at least three of the four preceding years. If the individual receives a rating of ineffective in the final year of the probationary period, he or she will not be eligible for tenure at that time).

<u>NAME</u> (NO ACTION REQUIRED)	<u>POSITION</u>	<u>COMPENSATION</u>	<u>COMPENSATION</u>
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MOVED APPOINTMENT TO EXECUTIVE SESSION & PULLED

RESOLVED, that the Board of Education approves the Superintendent's recommendation to **APPOINT** the following professional personnel, pending approval of the fully executed Employment Agreement.

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>	<u>COMPENSATION</u>
Gary Rush Eff. 10/18/2021 3-Year Probationary Period, 10/17/2024 School District Administrator, Permanent. Eff. 9/1/2005	Assistant Superintendent for Curriculum & Instruction - (P-12) District PURPOSE: Replacing R. Armstrong, eff. 8/26/2021, Board Action – 9/9/2021.	Contractual	\$220,000

LEAVE OF ABSENCE – RESOLVED, that the Board of Education approves the Superintendent's recommendation to **APPROVE** the following LEAVE(S) of ABSENCE request(s) for the following **PROFESSIONAL PERSONNEL**:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Steven Izzo Eff. 1/9/2023 - 5/12/2023	Special Education Teacher Joseph McNeil	Letter requesting a Medical Leave of Absence at 1/2 pay, not to exceed 90 days. Letter received on 1/4/2023 in Human Resources. Medical documentation on file.
Mercedes Pillier Eff. 2/1/2023 - 6/30/2023	ENL Teacher ABGS Middle School	Letter requesting a Medical Sabbatical at full pay from 2/1/2023 to 6/30/2023. (Medical documentation on file. Letter received on 12/5/2022 in the Office of Human Resources).

RESOLVED, that the Board of Education approves the Superintendent's recommendation to **RECALL** the following Professional Personnel from the Preferred Eligibility List:

<u>NAME</u> (NO ACTION REQUIRED)	<u>POSITION</u>	<u>COMPENSATION</u>
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RESIGNATION – RESOLVED, that the Board of Education approves the Superintendent's recommendation to **TERMINATE** the following Professional Personnel:

<u>NAME</u> (NO ACTION REQUIRED)	<u>POSITION</u>	<u>REASON</u>
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RESOLVED, that the Board of Education approves the Superintendent's recommendation to **RESCIND** the following:

<u>NAME</u> (NO ACTION REQUIRED)	<u>POSITION</u>	<u>REASON</u>
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MOVED TO EXECUTIVE SESSION & PULLED

RESOLVED, that the Board of Education approves the Superintendent's recommendation to **CHANGE** the following Board Action:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Keesha Keller Eff. 1/19/23	Interim Principal David Paterson	Change position FROM Acting Principal TO Interim Principal

GRIT MOVED TO EXECUTIVE SESSION & PULLED

RESOLVED, that the Board of Education **APPROVES** the Superintendent's recommendation to **APPROVE** the following personnel for the Empire After School Program - GRIT, effective January 19, 2023 for the 2022 - 2023 School Year — (Monday – Friday, 2:30 p.m. to 5:30 p.m. and Saturday from 8:00 a.m. to 12:00 p.m. - Max 4 hours per week).

RECOMMENDED BY: Reina Jovin

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>	<u>COMPENSATION</u>
Ana Lovisolo	Social Worker - Social Worker Support	Contractual	\$55.00/hr. (Max 4 hrs/wk)
Tamara Belcher	Teacher - Academic Enrichment	Contractual	\$55.00/hr. (Max 4 hrs/wk)
Ashton Bell	Teacher - Young Men's Empowerment	Contractual	\$55.00/hr. (Max 4 hrs/wk)
Myriam Belotte-Poligadu	Teacher - Parent Engagement	Contractual	\$55.00/hr. (Max 4 hrs/wk)
Lisa Byrd-Watkins	Social Worker - Drivers Education	Contractual	\$55.00/hr. (Max 4 hrs/wk)
Shereen D'Aguilar	Teacher - Culinary Excursion	Contractual	\$55.00/hr. (Max 4 hrs/wk)
Joelle Day	Teacher - Herstory Extended	Contractual	\$55.00/hr. (Max 4 hrs/wk)
Dagoberto Echeverria	Teacher - Young Men's Empowerment	Contractual	\$55.00/hr. (Max 4 hrs/wk)
Regina Edgeworth	Social Worker - Report Card Conferencing	Contractual	\$55.00/hr. (Max 4 hrs/wk)

Aziz Elmiri	Teacher - Parent Engagement	Contractual	\$55.00/hr. (Max 4 hrs/wk)
Kesha Ephraim	Teacher - Movement in Music	Contractual	\$55.00/hr. (Max 4 hrs/wk)
Dorothea Geiger	Teacher - Double Dutch	Contractual	\$55.00/hr. (Max 4 hrs/wk)
Marsha Hutchinson	Guidance Counselor - Report Card Conferencing	Contractual	\$55.00/hr. (Max 4 hrs/wk)
Terence Larkin	Teacher - Young Men's Empowerment	Contractual	\$55.00/hr. (Max 4 hrs/wk)
Donald Levy	Teacher - Young Men's Empowerment	Contractual	\$55.00/hr. (Max 4 hrs/wk)
Orvia Williams	Teacher - Substitute	Contractual	\$55.00/hr. (Max 4 hrs/wk)

RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT the following personnel as SUCCESS COACHES for the 2022-2023 School year:
Source of Funding: 21st Century Grant

RHODES ACADEMY

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>	<u>COMPENSATION</u>
Desiree Uzzell	Teacher	Service Assignment III	\$6,000-prorated (Service Assignment III)

A. RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPROVE the following personnel for Saturday AIS Academy, effective October 29, 2022 to April 8, 2023 from 9:00 AM to 12:30 PM (Teachers and Teaching Assistants), from 8:30AM to 1:00 PM (Administrators/Clerical/Custodians/Security). - (Source of Funding: American Rescue Plan).

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>	<u>COMPENSATION</u>
<u>BARACK OBAMA</u> Pamela Tunnell-Hall Eff. 1/21/2023 - 4/8/2023	Teacher	Contractual	\$55.00/hr.

PULLED PER SUPERINTENDENT

B. RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPROVE the following personnel for the Saturday "What I need Now (WINN) AIS Program, effective 1/21/2023 to 4/28/2023. The program will run Saturday mornings (9:00 a.m. to 11:30 a.m. for Teachers, 9:00 a.m. to 11:00 a.m. for Teaching Assistants, 9:00 a.m. to 11:15 a.m. for Scholars/Nurse, 9:00 a.m. to 12:00 p.m. for Administrators/Clerical and 8:45 a.m. to 12:15 p.m. for Security/Custodial) - (Source of Funding - American Rescue Plan).

RECOMMENDED BY: Sheena Burke - Rhodes Academy School - AIS Saturday Program

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>	<u>COMPENSATION</u>
<u>RHODES ACADEMY</u> Desiree Maurice Eff. 1/21/2023 - 4/28/2023	Teacher	Contractual	\$55.00/hr.

EVALUATOR MOVED TO EXECUTIVE SESSION & PULLED

RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT the following Professional Personnel:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>	<u>COMPENSATION</u>
Rachel Blount Eff. 1/19/2023 - 6/30/2023	Impartial Independent Trained Evaluator	PURPOSE: To conduct classroom teacher observations.	\$300.00 per completed observation.

RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT the following personnel as Teacher Mentors for the 2022-2023 school year: (No more than (2) mentee's per mentor - not to exceed 38 hours per mentee).

RECOMMENDED BY: HCTA Committee

PURPOSE: Provide support, mentoring and professional development to new teachers with initial certifications.

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>COMPENSATION</u>
Nicole Zamor Eff. 1/19/2023 - 6/30/2023	Teacher Mentor	Hempstead High School	\$55.00/hr.

RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPROVE the following personnel for the upcoming High School Production to be performed on February 3rd and February 4th, 2023:

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Timothy Dolan	Director	\$3,500
Ashton Bell	Assistant Director	\$2,800
Tracey Williams	Costume Designer	\$2,000
Rachel Blackburn	Creative Consultant	\$1,800
William Taylor	Sound Director/Engineer	\$3,500

RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPROVE the following personnel for the Rhodes Academy School Instrumental Music Rehearsals, effective January 23, 2023 - June 30, 2023:

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>	<u>COMPENSATION</u>
Luis Romero	Teacher (Band/Instrumental)	Service Assignment III - Prorated	\$3,200 (Service Assignment III) - Prorated

S. CIVIL SERVICE PERSONNEL

RESIGNATION - RESOLVED, that the Board of Education approves the Superintendent's recommendation to ACCEPT the resignation(s) from the following Civil Service personnel for RETIREMENT/PERSONAL PURPOSES:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
(NO ACTION REQUIRED)		

CIVIL SERVICE PERSONNEL

APPOINTMENT(S) - RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT the following CIVIL SERVICE Personnel:

NAME
(NO ACTION REQUIRED)

POSITION

REASON

COMPENSATION

LEAVE OF ABSENCE - RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPROVE the following LEAVE(S) of ABSENCE request(s) for the following CIVIL SERVICE personnel:

NAME
(NO ACTION REQUIRED)

POSITION

REASON

RESOLVED, that the Board of Education APPROVES the Superintendent's recommendation to TERMINATE the following CIVIL SERVICE PERSONNEL, effective January 19, 2023:

NAME
(NO ACTION REQUIRED)

POSITION

REASON

RESOLVED, that the Board of Education approves the Superintendent's recommendation to CHANGE the following Board Action:

NAME
(NO ACTION REQUIRED)

POSITION

REASON

COMPENSATION

RESOLVED, that the Board of Education approves the Superintendent's recommendation to RESCIND the following:

NAME
(NO ACTION REQUIRED)

POSITION

REASON

***Trustee Brown Young left at 10:17 P.M. during executive session

Trustee Johnson moved, seconded by Trustee McNeill to reconvene to open session at 1:45 A.M.

MOTION YES 4 **MOTION CARRIED**
To reconvene
to open session

Trustee Stith moved, seconded by Trustee Johnson to approve the Items moved to executive session

SPECIAL EDUCATION PROVIDES MOVED TO EXECUTIVE SESSION

SPECIAL EDUCATION PROVIDERS

2. RESOLVED, that the Board of Education approves the superintendent's recommendation for the following Special Education Providers:

Phoenix Center for Rehabilitation and Pediatrics
Northern Region Educational Services Commission

RESIGNATIONS MOVED TO EXECUTIVE SESSION

RESIGNATION – RESOLVED, that the Board of Education approves the Superintendent's recommendation to ACCEPT the resignation(s) from the following Professional Personnel for RETIREMENT/PERSONAL PURPOSES:

NAME	POSITION	REASON
Joyce Koestenblatt Eff. 1/31/2023	Science Teacher ABGS Middle School	Letter of resignation received for retirement purposes.
Gary Rush-PULLED Eff. 10/18/21	Principal, David Paterson	Letter of resignation received contingent upon appointment as Assistant Superintendent for Curriculum & Instruction.

MOTION YES 4 **MOTION CARRIED**
To approve items moved to
executive session

HAND CARRY
JANUARY 18, 2023

Trustee Johnson moved, seconded by Trustee Williams to waive policy # 2342

1. BE IT RESOLVED, the Board of Education waives Policy 2342 requiring the agenda, together with supporting background materials, to be distributed to Board members seven days in advance of a Board meeting, and the Board shall permit the consideration of the hand-carry resolutions presented at the January 18, 2023 meeting of the Board; and

BE IT RESOLVED, the waiver of Policy 2342 is effective only for the hand-carry resolutions considered at the January 18, 2023 meeting.

MOTION YES 4 **MOTION CARRIED**
To waive policy # 2342

Trustee Williams moved, seconded by Trustee Johnson to approve Monitors recommendations resolution.

MONITORS RECOMMENDATIONS RESOLUTION

2. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Hempstead Union Free School District hereby approves the Monitor's Recommendations for the 2022-2023 school year, as amended on January 17, 2023.

MOTION YES 4 **MOTION CARRIED**
To approve monitors
recommendations resolution

Trustee Williams moved, seconded by Trustee Johnson to approve to appoint special counsel.

SPECIAL COUNSEL INVESTIGATION RESOLUTION

3. RESOLVED, that the Board of Education of the Hempstead Union Free School District hereby appoints Elena Cacavas, Esq., as special investigative counsel, to conduct an investigation and render a report to the Board in connection with an allegation made by an employee, as more fully discussed in executive session, at a rate not exceed two-hundred fifty dollars (\$250) per hour.

MOTION YES 4 **MOTION CARRIED**
To appoint special counsel

T. ADJOURNMENT

Trustee Stith moved, seconded by Trustee Williams to adjourn the meeting at 1:50 A.M.

MOTION

YES 4

MOTION CARRIED

Meeting adjourned

Respectfully submitted:

Patricia Wright
District Clerk

SCHOOL DISTRICT OFFICER AND EMPLOYEE CODE OF ETHICS

All members of the Board of Education and administration of the school district must at all times act in the school district's best interest. The Board of Education is committed to avoiding any situation in which the existence of conflicting interests of any Board member, officer or employee may call into question the integrity of the management or operation of the school district. The Board recognizes that sound, ethical standards of conduct serve to increase the effectiveness of district officers and staff as educators and public employees in the community. Adherence to a code of ethics promotes public confidence in the schools and furthers the attainment of district goals.

The Board also recognizes its obligation to adopt a code of ethics setting forth the standards of conduct required of all Board members, district officers and employees under the provisions of the General Municipal Law and all other applicable laws, rules, and regulations. Therefore, every Board member, officer and employee of the district, whether paid or unpaid, shall adhere to the following code of ethics.

Statutory Conflicts of Interest

It is a conflict of interest for a Board member, officer or employee to benefit personally from contracts made in their official capacity.

- “*Contract*” is defined broadly to include any claim or demand against the district or account or agreement with the district, whether expressed or implied that exceeds the sum of \$750.00 in any fiscal year.
- An “*interest*” is defined as a direct or indirect benefit that runs to the employee as a result of a contract with the district.

No Board member, officer or employee shall have an “*interest*” (i.e., receive a direct or indirect benefit as the result of a contract with the district) in:

1. a firm, partnership or association in which he/she is a member or employee;
2. a corporation in which he/she is an officer, director or employee;
3. a corporation in which he/she, directly or indirectly, owns or controls 5% or more of the stock;
or
4. a contract between the district and his/her spouse, minor child or dependents, except for an employment contract between the school district, a spouse, minor child or dependent of a Board member authorized by §800(3) of the General Municipal Law or §3016 of the Education Law.

Code of Ethics

1. Gifts: A Board member, officer or employee shall not directly or indirectly solicit any gift or accept or receive any gift having a value of seventy-five dollars or more, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence him or her in the performance of his or her official duties or was intended as a reward for any official action on his or her part.

However, the Board welcomes and encourages the writing of letters or notes expressing gratitude or appreciation to staff members. Gifts from children that are principally sentimental in nature and of insignificant financial value may be accepted in the spirit in which they are given.

2. Confidential Information: A Board member, officer or employee shall not disclose confidential information acquired by him or her in the course of his or her official duties or use such information to further his or her personal interest.
3. Representation Before the Board or District: A Board member, officer or employee shall not receive or enter into any agreement, expressed or implied, for compensation for services to be rendered in relation to any matter before the school district.
4. Disclosure of Interest in Matters Before the Board: A Board member, officer or employee of the district, whether paid or unpaid, must publicly disclose the nature and extent of any interest they or their spouse, domestic partner, or other immediate family member have, will have or later acquire in any actual or proposed contract, purchase agreement, lease agreement or other agreement involving the school district (including oral agreements), to the governing body and his/her immediate supervisor (where applicable) even if it is not a prohibited interest under applicable law. Such disclosure must be in writing and made part of the official record of the school district. Disclosure is not required in the case of an interest that is exempted under §803(2) of the General Municipal Law. The term "interest" means a pecuniary or material benefit accruing to an officer or employee. A person with an interest in matters may not be present at or participate in Board deliberations or votes on the matter giving rise to such conflict, provided that nothing shall prohibit the Board from requesting that the person with the conflict of interest present information as background or answer questions at a Board meeting prior to the commencement of deliberations or voting relating thereto.
5. Prohibition Against Nepotism: No family member of a current Board member may serve on the Board pursuant to §2103(3) of the Education Law. Spouses, children, and other relatives of a Board member may be employed by the district provided, however, that pursuant to §3016 of the Education Law any person who is related by blood or marriage to any member of the Board shall only be employed as a teacher in the district upon the consent of 2/3rds of the Board members.
6. Investments in Conflict with Official Duties: A Board member, officer or employee shall not invest or hold any investment directly in any financial, business, commercial or other private transaction that creates a conflict with his or her official duties. Exceptions to the conflict of interest law can be found in §802 of the General Municipal Law.

7. Private Employment: A Board member, officer or employee shall not engage in, solicit, negotiate for, or promise to accept private employment when that employment or service creates a conflict with or impairs the proper discharge of his or her official duties.
8. Future Employment: A Board member, officer or employee shall not, after the termination of service or employment with the district, appear before the Board in relation to any action, proceeding, or application in which he or she personally participated during the period of his or her service or employment or that was under his or her active consideration.
9. Involvement with Charitable Organizations: A Board member, officer or employee may be involved as a volunteer, officer or employee in a charitable organization that has a relationship with the district. If a Board member is a board member, officer or employee of the charitable organization, the Board member must disclose such relationship in writing to the district, and the Board member must recuse himself or herself from any discussions or votes relating to the charitable organization that may come before the Board. When participating in the activities of the charitable organization, the Board member, officer or employee shall not disclose any confidential information learned in the course of his or her official duties or use such information to further personal interests. Additionally, the Board member, officer or employee shall not make representations on behalf of the district unless specifically authorized to do so by the Board.
10. Individuals with a Conflict: A person with a conflict is prohibited from being present at or participating in Board deliberations or votes on the matter giving rise to such conflict, provided that the Board may request that the person with the conflict present information as background or answer questions at a board meeting prior to the commencement of deliberations or voting related thereto.
11. Prohibition Against Improper Influence: A person with a conflict is prohibited from seeking to influence improperly the deliberation or voting on the matter giving rise to such conflict.
12. Documentation of Conflict: The existence and resolution of any conflict by a Board member or employee of the school district shall be documented in the Board's records, including in the minutes of any meeting at which the conflict was discussed or voted upon.

Distribution of Code of Ethics

The Superintendent of Schools shall cause a copy of this Code of Ethics to be distributed to every member of the Board, every officer and every employee of the school district. Each officer and employee elected or appointed thereafter shall be furnished a copy before entering upon the duties of his or her office or employment. In addition, the Superintendent shall ensure that a copy of Article 18 of the General Municipal Law shall be kept posted in each public building under the district's jurisdiction in a place conspicuous to the district's officers and employees.

Penalties

In addition to any penalty contained in any other provision of law, any person who shall knowingly and intentionally violate any of the provisions of the Board's code of ethics and its accompanying regulation may be fined, suspended or removed from office or employment, as the case may be, in the manner provided by law.

1st Reading: September 17, 2020

2nd Reading: October 15, 2020

Adoption: November 19, 2020