

REGULAR MEETING (Wednesday, March 08, 2023)  
Generated by Patricia Wright on Thursday, March 9, 2023

**HEMPSTEAD PUBLIC SCHOOLS  
BOARD OF EDUCATION  
WORK STUDY MEETING  
MARCH 8,, 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 6:12 P.M., moved by Trustee Brown Young and seconded by Trustee McNeill. The President and Superintendent offered remarks. There was a moment of silence in honor of a recently deceased food service worker Ms. Brenda Davis, and the Vice President's great aunt. The Superintendent presented an update on Every Student Succeed Act. The President asked for support for Trustees Johnson & Williams in the up coming village trustee election. High student, Anissa Moore championship track star being featured on New York City bill board.

**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

**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
- Steven Guarini, District Treasurer
- Lisa Hutcherson, General Counsel
- John Sheahan, General Counsel
- Matthew Harrison, General Counsel
- Monte Chandler, Special Counsel
- Leandre John, Special Counsel
- Jonathan Scher, Labor Counsel

**A. MEETING OPENING**

Procedural: 1. Pledge of Allegiance

**B. PRESIDENT'S REMARKS**

**C. TRUSTEE REMARKS  
D. OLD BUSINESS**

- 1. Table of Organization
- 2. Youth Employment
- 3. District Fleet of Vehicles Report
- 4. District Line of Credit

**E. NEW BUSINESS**

- 1. Possible Need to Lease Space
- 2. Consultant for Board Operations for Food Service Vendor
- 3. Bid for food service vendor

**F. SUPERINTENDENT'S REMARKS**

**G. COMMENDATIONS/PRESENTATIONS**

**H. BOARD OPERATIONS**

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

**MOTION YES 5 MOTION CARRIED**  
To approve the consent calendar

Trustee Stith moved, seconded by Trustee McNeill to convene to executive session at 8:05 P.M. to discuss personnel, a particular individual and advice of legal counsel.

**MOTION YES 5 MOTION CARRIED**  
To convene to executive session

**BOARD OPERATIONS**

**POLICY ADOPTION**

- 1. **RESOLVED**, that the Board of Education approves the adoption of amended policy # 2160 "Officer /Employee District Code of Ethics"
- 2. **RESOLVED**, that the Board of Education approves the waive the adoption of policy # 1900 "Title I Parent and Family Engagement policy."

**APPOINTMENT OF VOTING ELECTION INSPECTORS, CLERKS AND TRANSLATORS**

3. **RESOLVED**, that the Board of Education approves to appoint the following election inspectors, clerks and translators at a rate of \$15.00 per hour. Chief Inspectors indicated by the \*\*\* will be paid an hourly rate of \$15.00 for office hours performed from April 25, 2022 to May 17, 2022. (SUBSTITUTES WILL BE APPOINTED IF CONFIRMATION NOT RECEIVED PRIOR TO MAY 2, 2022).

- \*\*\*Lorine Conley           Minnie Herring
- \*\*\*Elaine Watts           Vincent Long
- \*\*\*Jeffrey Wicks           Ercilia Romero Zereoue
- \*\*\*Rodney Lawrence       Delton Braham
- \*\*\*Karen Hill             Pamela Faulkner
- Burnette Willett           Tracey Lucas
- Delva Brown               Elizabeth Faria
- Francis Ajvon              Deborah Burgess
- Delva Brown               Janet Ojo
- Virginia Oliver            Noreen Little
- Erudina Diaz              Justin Faulkner
- Jamillah Zereoue

**Resolution #1: Progress Reports, by School, concerning the achievement of pupils and teachers in each School** Whereas HUFSD Board of Education ("BOE") Policy # 2110 (Board Powers and Duties) provides, in subpart 8 thereof, empowers the whole BOE, as the governing body of the District, to require and discuss reports from the Superintendent, on a monthly basis, and from the principals concerning progress of the schools in terms of achievement of pupils and teachers; and Whereas, the BOE, in the discharge of its duties to manage the schools of the District, desires to discuss, on a school by school basis, the progress being made in each school during this 2022-2023 school year, in terms of the achievement of pupils and teachers. Now therefore, the BOE hereby:

1. requires the Superintendent to bring such reports, and the principals of the High School and Middle School to attend the BOE mtg on March 15, 2023, to discuss such reports as to their schools; and
2. requires the Superintendent to bring such reports, and the principals of the Joseph McNeil Elementary Schools and the Rhodes Elementary School, to attend the BOE mtg on April 5, 2023 to discuss such reports as to their schools;
3. requires the Superintendent to bring such reports, and the principals of all of the remaining elementary schools to attend the BOE mtg on April 19, 2023 to discuss such reports as to their schools.

**Resolution#1: Progress Reports, by School, concerning the achievement of pupils and teachers in each School**

Whereas HUFSD Board of Education ("BOE") Policy # 2110 (Board Powers And Duties) provides, in subpart 8 thereof, empowers the whole BOE, as the governing body of the District, to require and discuss reports from the Superintendent, on a monthly basis, and from the principals concerning progress of the schools in terms of achievement of pupils and teachers; and Whereas, the BOE, in the discharge of its duties to manage the schools of the District, desires to discuss, on a school by school basis, the progress being made in each school during this 2022-203 school year, in terms of the achievement of pupils and teachers. Now therefore, the BOE hereby:

(1) directs the Superintendent of Schools to have all building principals submit a written update to the Superintendent as to the progress being made in each school during this 2022-203 school year, in terms of the achievement of pupils and teachers, for presentation by the Superintendent to the BOE at the March 15, 2023, BOE meeting;

- (1) requires the Superintendent to bring such reports, and the principals of the High School and the Middle School to attend the BOE mtg on March 15, 2023, to discuss such reports as to their schools; and
- (2) requires the Superintendent to bring such reports, and the principals of the Joseph McNeil Elementary School and the Rhodes Elementary School, to attend the BOE mtg on March 15, April 5 2023, to discuss such reports as to their schools;
- (3) requires the Superintendent to bring such reports, and the principals of all of the remaining elementary schools, to attend the BOE mtg on April 5, 19 2023, to discuss such reports as to their schools.

**Resolution#2: Tenure List Updates**

Whereas HUFSD Board of Education ("BOE") Policy # 2110 (Board Powers and Duties) provides, in subpart 2 thereof, empowers the whole BOE, as the governing body of the district, to appoint, upon recommendations and nominations of the Superintendent, all personnel of the School District. Now therefore, the BOE hereby directs the Superintendent of Schools to furnish a monthly list to the BOE detailing the current & updated status of tenure for professional staff, commencing with the BOE mtg on March 15, 2023.

**Resolution#3: Monthly PTO Reports**

Whereas HUFSD Board of Education ("BOE") Policy # 2110 (Board Powers And Duties) provides, in subpart 11 thereof, empowers the whole BOE, as the governing body of the District, to require and discuss reports of the business transacted or pending and of the financial status of the school system; and Whereas, the BOE, in the discharge of its duties to manage the schools of the District, desires to analyze and discuss with the Superintendent the District's accrued liability, on an employee by employee basis, for Paid Time Off ("PTO") that each employee has on the books of the District. Now therefore, the BOE hereby directs the Superintendent of Schools to deliver a written report to the BOE, at the BOE mtg on March 15, April 5, 2023, detailing, on an employee by employee basis, the PTO that each employee has on the books of the District.

**RESOLUTION # 4 PULLED**

**Resolution#4: Trustees designated as Liaisons to Specific Schools in the District.**

Whereas HUFSD Board of Education ("BOE") Policy # 2110 (Board Powers And Duties) provides, in subpart 16 thereof, empowers the whole BOE, as the governing body of the District, to visit the schools to observe the efficacy of operation and instruction; and Whereas, the BOE, in the discharge of its duties to manage the schools of the District, desires to appoint individual Trustees on the BOE, to serve as a liaison for the full BOE; and Whereas, the BOE, desires to authorize such individual Trustee appointed to act as a liaison for the BOE to such designated school, to enter upon such designated schools to observe the efficacy of operation and instruction, and to report back to the Board as to their findings, and for discussion with the Superintendent of Schools. Now therefore, the BOE hereby appoints and authorizes the following Trustees to serve as Liaison for the BOE to such designated Schools, to observe the efficacy of operation and instruction, and to report back to the Board as to their findings, and for discussion with the Superintendent of Schools:

1.	High School:	Trustee Brown Young and Trustee McNeill
2.	Middle School:	Trustee Brown Young and Trustee McNeill
3.	Jackson School:	Trustee Stith
4.	Rhodes Academy:	Trustee Stith
5.	Joseph A. McNeil:	Trustee Johnson
6.	David Patterson:	Trustee Johnson
7.	Prospect Elementary:	Trustee Williams
8.	Barack Obama Elementary:	Trustee McNeill

; and be it further:

Resolved, the BOE hereby directs the Superintendent of Schools to provide to each Trustee serving on the BOE an electronic identification card generated by the District, comparable to such identification cards issued to District employees, which grants to each Trustee access to, and authority to enter as self-directed, each of the Buildings within the District; and to provide the BOE's President and Vice President access to, and authority to enter as self-directed, the Administration Offices, to carry out their duties.

**Resolution#5: Establish a Separate Workspace for the District Treasurer, Segregated from the rest of the Business Office**

The BOE hereby directs the Superintendent of Schools to establish a separate workspace for the District Treasurer, segregated from the rest of the Business Office, to ensure there is a distinct and separate workspace for the District Treasurer so that his/her job functions are performed away from and not in the same work space as the job functions performed by the staff of the business office.

**I. OTHER AGENDA ITEMS**

**MINUTES**

- 1. **RESOLVED**, that the Board of Education accept the minutes of the meetings held January 11.18. & 25, 2023as 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 #68, 66); Cafeteria/Lunch (Warrants #8); Federal (Warrants #16); Capital (Warrants #17, 16).

**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 January 2023.**

**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 January 2023.**

**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 January 2023.**

**NASSAU COUNTY OASAS**

- 5. **RESOLVED**, that the Board of Education approves the Superintendent's recommendation to approve the Nassau County OASAS (Office of Addiction Services and Support) Contract for 2022.

**BUDGET TRANSFER**

- 6. **RESOLVED**, that the Board of Education approves the Superintendent's recommendation to approve the budget transfer in the amount of \$74,965.00 for repairs and upgrades in the sound and video systems of the High School Auditorium and High School Media Center.

**RESOLUTION**

- 7. **RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education of the Hempstead Union Free School District hereby accepts the proposal by Musco Sports Lighting, LLC ("Musco") dated February 3, 2023, entitled "Project 220683 Hempstead High School Stadium" for the procurement of sports lighting with related supplies and services with installation as part of the Bond Project Phase I in the total amount of \$765,410 ("Proposal"); approves a contract with Nickerson Corporation in such amount by "piggybacking" on a contract awarded by SourceWell ("Contract"); and authorizes the issuance of a purchase order to Musco in the total amount of \$765,410 incorporating the terms of the Contract and Proposal, subject to the preparation and approval a rider by General Counsel.

**RESOLUTION**

- 8. **RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education of the Hempstead Union Free School District hereby accepts the proposal by Nickerson Corporation dated February 7, 2023, entitled "Hempstead HS Grandstand Quote" for the procurement of bleachers and grandstand with installation, demolition and removal as part of the Bond Project Phase I in the total amount of \$1,442,092.85 ("Proposal"); approves a contract with Nickerson Corporation in such amount by "piggybacking" on a contract awarded by the Clarkstown Central School District ("Contract"); and authorizes the issuance of a purchase order to Nickerson Corporation in the total amount of \$1,442,092.85 incorporating the terms of the Contract and Proposal, subject to the preparation and approval a rider by General Counsel.

**RESOLUTION # 9 MOVED TO MARCH 15, 2023**

**RESOLUTION**

- 9. **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Hempstead Union Free School District ("District") hereby approves the amendment to the agreement between Fiscal Advisors & Marketing, Inc. ("Fiscal Advisors") and the District for financial advisor services, and authorizes the Board President to execute said amendment.

**K. CONTRACTS/STIPULATIONS OF SETTLEMENT**

**L. DONATION**

**DONATION**

- 1. **RESOLVED** that the Board of Education approve the Superintendent's recommendation to donate the following equipment to Morrison Mentors, Inc. A registered 501(c)3 Nonprofit Organization,

- 2. **RESOLVED**, that the Hempstead Board of Education approves the Superintendent of Schools recommendation to accept the following donation(s):

ITEM(S) DONATED	DONOR	SCHOOL(S) RECEIVING DONATION	DOLLAR AMOUNT OF DONATION
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4Q Winter Coats	Rotary Club of Hickville South	District Wide	\$800.00
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3. **RESOLVED**, that the Board of Education **ACCEPTS** the Superintendent's recommendation to **ACCEPT** a donation from the New York Jets for \$5,000 for the Hempstead High School Girl's Flag Football Team.

Recommended by: Michael Jones and James Clark

**M. USE OF FACILITIES**

**\*\*\*\*DO NOT MOVE FORWARD UNTIL RECALCULATED USE IF 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.

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)
<p><b>The Golden Dancerettes LLC</b>                      200-02 Linden Boulevard                      Saint Albans, NY 11412</p> <p>Contact: Keanna Henry                      (347) 281-8387                      Shania Farmer                      (929) 288-3163</p>	<p>High School Auditorium plus additional room for dancers to change outfits.</p> <p>(end of year showcase performance for ages 4-17                      \$35.00 entrance – going towards studio &amp; dance competition expenses)</p> <p>250/300 non-residents of Hempstead School District but, CEO is a former High School Alumni of 2016</p>	<p>Day: Saturday</p> <p>Date: May 13, 2023</p> <p>Time: dancers' arrival 11:00 am                      Showtime: 1pm to 3pm</p> <p>Cost: \$482.00</p> <p>Insurance: On file</p> <p>Principal Approval: Approved</p>

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)

**N. DISPOSAL OF 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:

2/1, 2/2, 2/6, 2/7, 2/9, 2/10, 2/13, 2/14, 2/15, 2/16, 2/17, 2/27, 2/28.

**SPECIAL EDUCATION PROVIDERS**

2. **RESOLVED**, that the Board of Education approves the Superintendent's recommendation to appoint the following Special Education School for the 2022-2023 School year to be used as needed:

QSAC School

**P. PUPIL PERSONNEL SERVICES**

**Q. FIELD TRIPS**

**FIELD TRIPS**

**1. WHEREAS**, the Alverta B. Gray Schultz Middle School is planning an out-of-state field trip to Lancaster, Pennsylvania on Tuesday, May 16, 2023, and return Wednesday, May 17, 2023.

**BE IT RESOLVED**, that the Board of Education approves the Superintendent's recommendation to permit 48 students and 7 chaperones from the Middle School to visit Lancaster, Pennsylvania on Tuesday, May 16, 2023, and return Wednesday, May 17, 2023.

Recommended by: St. John, Linda

**Purpose:** To Educate and enrich the lives of A.B.G.S Middle School science through connections with nature. Students will experience how to forgo some of the comforts, conveniences and connections to technology gadgets as Amish guides demonstrate their own way of life.

**Goals:** To expose our IB world students to different lifestyles, places, and eras. An introduction to life without electricity (Amish Farmlands) and electronics versus life with it and the underground cavern formations that students never get to see because they are so deep under the earth.

**Source of Income:** Student will pay for the trip. The cost per student is \$260.00

**2. WHEREAS**, the A.B.G.S. Middle School is planning an out-of-state field trip to visit the African American Museum, Washington, DC on April 21, 2023

**BE IT RESOLVED**, that the Board of Education approves the Superintendent's recommendation to permit 50, students from grades 7, and 8, and 5 chaperones from the Middle School to visit the African American Museum in Washington, DC on April 21, 2023. All pertinent information is on file.

Recommended by: St. John Linda  
Principal, ABGS Middle School

**Purpose:** To Educate and expose students to artifacts and experiences about African American and U.S. History related to topics discussed in class

**Goals:** Students will create a presentation that will be shared during A.B.G.S Middle School Juneteenth celebration assembly.

**Source of Income:**

**R. PERSONNEL**

**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>
Damel Degraff Eff. 6/30/2023	Science Teacher Hempstead High School	Letter of resignation received for retirement purposes.
Tiayla Brooks Eff. 2/28/2023	Teaching Assistant Rhodes Academy	Letter of resignation received for personal reasons.
Xiomara Roman Eff. 2/28/2023	AIS Weekly Barack Obama	Letter of resignation received for personal reasons.
Xiomara Roman Eff. 2/28/2023	AIS Saturday Barack Obama	Letter of resignation received for personal reasons.
Dale Abrahams Eff. 2/17/2023	AIS Saturday Barack Obama-	Letter of resignation received for personal reasons.

**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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**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>
Damell Smith Eff. 03/13/2023 - 03/27/2023	Teaching Assistant David Paterson School	Letter requesting a Military Leave of Absence in accordance with the Uniformed Service Employment & Redemption Rights Act.
Comine Morton-Greiner Eff. 2/27/2023 - 3/24/2023	Elementary Teacher David Paterson	Letter requesting a Medical Leave of Absence/FMLA utilizing accrued sick time from 2/27/2023 to 3/24/2023. (Letter received in the Office of Human Resources on 3/6/2023. Medical documentation on file).
Leah Fernandes Eff. 2/2/2023 - 3/10/2023	Elementary Teacher Rhodes Academy	Letter requesting a Medical Leave of Absence/FMLA utilizing accrued sick time from 2/2/2023 to 3/7/2023 and remainder (3/8/2023 to 3/10/2023) without pay. (Letter received in the Office of Human Resources on 3/6/2023. Medical documentation on file).

**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>	<u>POSITION</u>	<u>COMPENSATION</u>
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(NO ACTION REQUIRED)

**RESIGNATION – RESOLVED**, that the Board of Education approves the Superintendent's recommendation to **TERMINATE** the following Professional Personnel:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Employee #802 Eff. 1/18/2023	Varsity Girls Basketball Coach	Abandonment of position.

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

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Paul K. Schmelter Eff. 11/21/2022 - 6/30/2023	Impartial Independent Trained Evaluator District	Documentation on file in Office of Human Resources

**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>
Ariana Hernandez Eff. 1/17/2023 - 2/17/2023	Assistant Varsity Girls Basketball	Change title and compensation FROM Assistant Varsity Girls Basketball (\$6,500) TO Varsity Girls Basketball Coach (\$8,700 - Prorated), effective 1/17/23 - 2/17/23. Previously approved on the 11/16/2022 docket.
Brittany Greubel Eff. 1/3/2023 - 3/27/2023	Special Education Teacher Rhodes Academy	Change effective dates of Maternity Leave of Absence/FMLA FROM 1/3/2023 - 4/3/2023 (1/3/2023 to 2/13/2023 with pay using accrued sick time and remainder without pay) TO 1/3/2023 to 3/26/2023 (1/3/2023 to 2/13/2023 with pay using accrued sick days and remainder without pay). Previously approved on the 10/18/2022 docket.
AIS Weekly - Barack Obama Eff. 10/25/2022 - 5/1/2023	AIS Weekly Barack Obama	Change the program end date FROM 4/27/2023 TO 5/1/2023. Previously approved on the 10/18/2022 docket.
AIS Saturday - Barack Obama Eff. 10/29/2022 - 5/1/2023	AIS Saturday Barack Obama	Change the program end date FROM 4/8/2023 TO 5/1/2023. Previously approved on the 10/18/2022 docket.

**RESOLVED**, that the Board of Education approves the Superintendent's recommendation to **APPOINT** the following professional personnel as **COACHES** for the **SPRING** Season during the 2022-2023 School Year.

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>	<u>COMPENSATION</u>
Michael Malatesta Eff. 3/13/23 - 5/19/23	JV Baseball Assistant	Contractual	\$4,300
Josh Carlock 3/13/23 - 5/19/23	JV Girls Lacrosse Assistant	Contractual	\$4,300
Randy Bedneau 3/20/23 - 5/19/23	Varsity Boys Tennis	Contractual	\$6,800
Nicholas Wisz 3/27/23 - 6/2/23	MS Baseball Coach	Contractual	\$4,500
Thomas Moran 3/27/23 - 6/2/23	MS Baseball Assistant	Contractual	\$3,900
Boris Crespo 1/17/23 - 3/25/23	MS Wrestling Assistant	Contractual	\$3,900

**A. RESOLVED**, that the Board of Education approves the Superintendent's recommendation to **APPROVE** the following personnel to complete the School Comprehensive Education Plan for the development of the 2023-2024 school year. (Teachers, Teaching Assistants and Clinicians from 3:20 p.m. to 5:20 p.m. and Administrators from 4:05 p.m. to 8:05 p.m.) not to exceed 20 hours during the 2022-2023 school year. Source of Funding: SIGa

**JOSEPH MCNEIL SCHOOL**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>COMPENSATION</u></b>
Gail Battle	Teacher	\$55.00/hr.
Maria Fernandez	Teacher	\$55.00/hr.
Candle Russell	Teacher	\$55.00/hr.
Robin Branch	Teacher (IB Coach)	\$55.00/hr.
Michael Levine	Teacher	\$55.00/hr.
Kathleen Rennard	Teacher	\$55.00/hr.
Lenique Bligen	Social Worker	\$55.00/hr.
Anita Williams	Teaching Assistant	\$35.00/hr.
Juanita Winfield	Assistant Principal	\$96.23/hr.
Rowena Costa	Principal	\$96.23/hr.

B. RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPROVE the following personnel to complete the School Comprehensive Education Plan for the 2023-2024 school year. (Teachers, Teaching Assistants and Clinicians from 3:20 p.m. to 5:20 p.m. and Administrators from 4:05 p.m. to 6:05 p.m.) not to exceed 20 hours during the 2022-2023 school year. Source of Funding: SIGa

**ARGS MIDDLE SCHOOL**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>COMPENSATION</u></b>
Stephen Lux	Teacher	\$55.00/hr.
Carlene Badini	Teacher	\$55.00/hr.
Thomas Moran	Teacher	\$55.00/hr.
Donna Melcer	Teacher	\$55.00/hr.
Dawn Sumner	Teacher	\$55.00/hr.
Elizabeth Diglio	Teacher	\$55.00/hr.
Claire-Erica Lamothe	Teacher	\$55.00/hr.
Johnetta Hill	Assistant Principal	\$96.23/hr.
Craig Gielerowski	Assistant Principal	\$96.23/hr.
Wendy Eisner	Assistant Principal	\$96.23/hr.
Linda St. John	Principal	\$96.23/hr.

**PRESENTERS FOR PD MOVED TO EXECUTIVE SESSION AND PULLED UNTIL NEXT WEEK**

RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT the following personnel as Presenters for Professional Development Workshops on 2/15/2023, 3/15/2023 and/or 3/22/2023 from 2:20 p.m. - 3:50 p.m., 3:10 p.m. - 4:40 p.m., or 3:00 p.m. - 4:30 p.m. (Source of Funding: ESSER II).

Recommended By: Felicia Prince

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>COMPENSATION</u></b>
Dawn Sumner	Presenter	\$55.00/hr.
Carlene Badini	Presenter	\$55.00/hr.
Donna Melcer	Presenter	\$55.00/hr.
Thomas Moran	Presenter	\$55.00/hr.
Estare Alston	Presenter	\$55.00/hr.
Elizabeth Swialkowski	Presenter	\$55.00/hr.
Rachel Blackburn	Presenter	\$55.00/hr.
Jennifer Stewart	Presenter	\$55.00/hr.
Daniela Ranieri	Presenter	\$55.00/hr.
Aliceia Variale	Presenter	\$55.00/hr.
Beatriz Kresofsky	Presenter	\$55.00/hr.
Elizabeth Diglio	Presenter	\$55.00/hr.
Claudine Clarke	Presenter	\$55.00/hr.
Venesia Heyward	Presenter	\$55.00/hr.
Claire-Erica Lamothe	Presenter	\$55.00/hr.
Lauren Emanuele	Presenter	\$55.00/hr.
Joshua Carlock	Presenter	\$55.00/hr.
Linton Thomas	Presenter	\$55.00/hr.
Jennifer Salgado	Presenter	\$55.00/hr.
Cynthia Partee	Presenter	\$55.00/hr.
Tamara Darien	Presenter	\$55.00/hr.
Richard Barkan	Presenter	\$55.00/hr.
Stephen Lux	Presenter	\$55.00/hr.
Vicki McMillan	Presenter	\$55.00/hr.
Rhonda Chung	Presenter	\$55.00/hr.
LaVern Lariosa	Presenter	\$55.00/hr.
Soh Young Lee-Segredo	Presenter	\$55.00/hr.
Robin Branch	Presenter	\$55.00/hr.

**ADULT EDUCATION MOVED TO EXECUTIVE SESSION AND PULLED UNTIL NEXT WEEK**

RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT the following professional personnel to the Adult and Community Education Thursday from 5:00 p.m. to 8:00 p.m. - not to exceed 12 hours per week, effective March 16, 2023 to June 30, 2023.

Recommended By: Susan Thompson

Purpose: To assist the Parent Resource Center Liaison in creating a welcoming environment that provides information and opportunities that help parents reduce barriers to their own education and employment and negotiate positive outcomes for their children.

Source of Funds: American Rescue Plan (ARP) Stimulus.

**NAME**

Toni Ebron  
Eff. 3/16/2023 - 6/30/2023

RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPROVE the following personnel for the upcoming High School Production (Once on This Island) to be performed on April 21st and April 22nd, 2023:

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
Ashton Bell	Director	\$3,500
Timothy Dolan	Assistant Director	\$2,800
William Taylor	Sound Engineer	\$2,800
Tracey Williams	Costume Designer	\$1,800
Rachel Blackburn	Creative Consultant	\$1,800
Bonita Johnson	Choreographer	\$1,800
Willard Meeks Jr.	Musical Director	\$3,000
Willard Meeks Jr.	Accompanist	\$1,800

RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPROVE the following personnel for the Weekly AIS After-School Program on Mondays, Tuesdays and/or Wednesdays, effective October 25, 2022 - May 1, 2023 from 3:20 PM to 5:30 PM (Teachers and Teaching Assistants) and from 4:05 PM to 6:05 PM (Clerical, Administrators and Security) - (Source of Funding - American Rescue Plan).

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>	<u>COMPENSATION</u>
<del>BARACK OBAMA</del>			
Pamela Tunnel-Hall	Teacher	Contractual	\$55.00/hr.
3/16/23			

RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT the following personnel as BUS MONITORS (7:30 am - 8:15 am and 3:20 pm - 4:05 pm) and/or BREAKFAST MONITORS (7:30 am - 8:15 am) for the 2022 - 2023 school year:

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>
<del>BARACK OBAMA</del>		
Bridget Wilson	Breakfast Monitor AM & Bus Monitor PM	\$30.00/hr.
Eff. 3/16/2023 - 6/30/2023		

RESOLVED, that the Board of Education APPROVES the Superintendent's recommendation to APPOINT the following professional personnel as CLUB ADVISORS for the 2022-2023 school year. Clubs will meet at minimum, 1 hour weekly and will be compensated at the HCTA contractual rates.

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>	<u>COMPENSATION</u>
<del>RHODES ACADEMY</del>			
Robert Bishop	Safety Patrol	Contractual	Contractual Hourly Rate
Eff. 3/20/2023 - 6/30/2023			

RESOLVED, that the Board of Education approves the Superintendent's recommendation to APPOINT the following Professional Personnel as a Translator for 2022-2023 school year

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>	<u>COMPENSATION</u>
Stacy Toich	Teacher	Contractual Hourly Rate	\$55.00/hr.
Eff. 3/20/2023 - 6/30/2023	Rhodes Academy		

RESOLVED, that the Board of Education approves the Superintendent's recommendation to COMPENSATE the following professional personnel for the American Debate League for the 2022-202 school year:

<u>NAME</u>	<u>SCHOOL</u>	<u>COMPENSATION</u>	<u>COMPENSATION</u>
Trisha Orzano	Rhodes Academy	Service Assignment III	\$3,200 - Prorated
Eff. 3/20/2023 - 6/30/2023			

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>
Stephanie Garvin	Food Server, F/T	Letter of resignation received for personal reasons.
Eff. 3/3/23	Rhodes Academy	
Michael Mottley	Food Server, F/T	Letter of resignation received for retirement purposes.
Eff. 4/1/23	Rhodes Academy	

Halver Griffith Eff. 3/1/23	Cleaner, F/T Middle School	Letter of resignation received for retirement purposes.
Dagmarys Knight Eff. 6/30/23	Food Server, F/T Rhodes Academy	Letter of resignation received for retirement purposes.
Calisha Miller Eff. 2/27/23	School Lunch Monitor, P/T Barack Obama	Letter of resignation received for personal reasons.
Kyle Leviner Eff. 3/7/23	Security Aide High School	Letter of resignation received for personal reasons.

**CIVIL SERVICE PERSONNEL**

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

NAME	POSITION	REASON	COMPENSATION
Argel Smith Eff. 3/20/23	School Lunch Monitor, PT Rhodes Academy	Lv. 10A, St. 2  PURPOSE: Replacing J. Dalrymple, declined position; Bd. action 2/27/23	\$15.91/hr (Lv. 10A, St. 2)

**LEAVE OF ABSENCE MOVED TO EXECUTIVE SESSION AND PULLED UNTIL NEXT WEEK**

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 SERVICE personnel:

NAME	POSITION	REASON
Sadia Batool Eff. 3/1/23 - 3/21/23	Provisional Typist Clerk Middle School	Letter requesting an extension of Personal Leave of Absence, without pay

**TERMINATION PULLED BY HR**

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

NAME	POSITION	REASON
Employee # 4821	Security Aide	abandonment of position

**CHANGE ACTION MOVED TO EXECUTIVE SESSION AND PULLED UNTIL NEXT WEEK**

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

NAME	POSITION	REASON
Elise Nicholson Eff. 6/30/23	Attendance Aide High School	Change effective retirement date FROM 6/24/23 TO 6/30/23 (Previously approved on the 1/11/23 Board docket)
Charolette Seymour Eff. 6/30/23	Cook High School	Change effective retirement date FROM 6/24/23 TO 6/30/23. (Previously approved on the 1/11/23 Board docket)
Ana Lovasz Eff. 6/30/23	Confidential Bilingual Typist Clerk Administration Office	Change effective retirement date FROM 7/1/23 TO 6/30/23 (Previously approved on the 2/27/23 docket)

RESOLVED, that the Board of Education approves the Interim Superintendent's recommendation to RESCIND LAYOFF AND RECALL the following CIVIL SERVICE Personnel:

NAME	POSITION	COMPENSATION	COMPENSATION
Leonel Gonzalez Eff. 3/20/23	Security Aide, 10-Month, F/T PURPOSE: To meet the needs of the district	Contractual - prorated	\$33,188-prorated (Lv. 9, St.5)

**INDEPENDENT ACTION ITEM**

Trustee Stith moved, seconded by Trustee William to approve review of files.

WHEREAS, pursuant to policy number 2110.1, a member of the Board of Education requested to review in Executive Session, certain employee personnel records;

WHEREAS, the member of the Board of Education has sufficiently and appropriately made the request for those employees' records in accordance with the District's policy and the commissioner's Regulations, now therefore it is hereby

RESOLVED, that the Board of Education has determined that the rationale for the Board Members request to review the employees' personnel records falls within one of the purposes set forth in the Commissioners regulations and the Districts policy and the Board member and any member of the Board, may review the records in executive session.

**MOTION** YES 4 **MOTION CARRIED**  
To approve review of personnel files **ABS. 1 (Trustee Brown Young)**

**Trustee Stith moved, seconded by Trustee Williams to reconvene to open session at 12:32 A.M.**

**MOTION** YES 5 **MOTION CARRIED**  
To reconvene to open session

**Trustee Stith moved, seconded by Trustee Brown Young to waive policy #2342**

**HAND CARRY ITEMS MARCH 8, 2023**

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 March 8, 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 March 8, 2023 meeting.

**MOTION** YES 5 **MOTION CARRIED**  
To waive policy # 2342

**Trustee Brown Young moved, seconded by Trustee Williams to deny appeal.**

2. **RESOLVED**, the Board of Education of the Hempstead UFSD hereby denies the appeal of the parent listed in Confidential Schedule "A" from the decision listed in Confidential Schedule "B" as moot; and directs the District Clerk to issue a decision letter to the parent on behalf of the Board of Education in accordance with this determination.

**MOTION** YES 5 **MOTION CARRIED**  
To deny appeal

**Trustee Brown Young moved, seconded by Trustee Williams to adopt findings of investigation.**

3. **WHEREAS**, the Board of Education received a complaint filed by the employee identified in Confidential Schedule "A" alleging sexual harassment by Board Trustee Patricia McNeill; and

**WHEREAS**, in response to the complaint, the Board of Education appointed Elena Cacavas, Esq., as special investigative counsel ("Special Counsel") to review and investigate the complaint; and

**NOW THEREFORE, BE IT RESOLVED**, the Board of Education adopts the finding of the report prepared by Special Counsel and determines the complaint to be founded, and

**BE IT FURTHER RESOLVED**, the President of the Board of Education shall issue a counseling letter to Trustee McNeill as to the findings of sexual harassment.

**MOTION** YES 4 **MOTION CARRIED**  
To adopt findings of investigation **ABS. 1 (Trustee McNeill)**

*\*\*\*\*\*Trustee Stith for the record: "I as President of the Board of Education and an individual of the Board of Education hereby ask a request of the Superintendent of Schools who is the CEO and or educational officer of the district to ensure that all district employees are aware of the sexual harassment policy of the district and any other relative regulations addressing sexual harassment as set forth by NY state law or federal law. I take those claims seriously as I'm sure my colleagues do and any claims of retaliation I take seriously, I'm asking again that all employees, personnel, vendors to the district and any other persons who do dealings with the district are fully away of the policy and any act applicable with state and federal laws. Thank you*

**Trustee Stith moved, seconded by Trustee Johnson to approve sexual harassment training for BOE members.**

4. **WHEREAS**, the Board of Education affirmatively states its continuing support for maintaining a work place environment that is free of sexual harassment;

**NOW THEREFORE, BE IT RESOLVED**, Board Members shall take the sexual harassment training provided by the New York State Commission on Human Rights, and shall file the certificate of completion with the District Clerk.

**MOTION** YES 5 **MOTION CARRIED**  
To approve sexual harassment training

**General counsel called for the motion to amend resolution adopted 3-8-2023**

**Trustee Stith moved, seconded by Trustee Williams to approve to amend**

**Resolution#1:** Progress Reports, by School, concerning the achievement of pupils and teachers in each School  
Whereas HUFSD Board of Education ("BOE") Policy # 2110 (Board Powers And Duties) provides, in subpart 8 thereof, empowers the whole BOE, as the governing body of the District, to require and discuss reports from the Superintendent, on a monthly basis, and from the principals concerning progress of the schools in terms of achievement of pupils and teachers, and Whereas, the BOE, in the discharge of its duties to manage the schools of the District, desires to discuss, on a school by school basis, the progress being made in each school during this 2022-203 school year, in terms of the achievement of pupils and teachers. Now therefore, the BOE hereby:

(1) directs the Superintendent of Schools to have all building principals submit a written update to the Superintendent as to the progress being made in each school during this 2022-203 school year, in terms of the achievement of pupils and teachers, for presentation by the Superintendent to the BOE at the March 15, 2023, BOE meeting;

(1) requires the Superintendent to bring such reports, and the principals of the High School and the Middle School to attend the BOE mtg on March 15, 2023, to discuss such reports as to their schools; and

(2) requires the Superintendent to bring such reports, and the principals of the Joseph McNeil Elementary School and the Rhodes Elementary School, to attend the BOE mtg on March 15, April 5, 2023, to discuss such reports as to their schools;

(3) requires the Superintendent to bring such reports, and the principals of all of the remaining elementary schools, to attend the BOE mtg on April 5, 19 2023, to discuss such reports as to their schools.

**MOTION** YES 5 **MOTION CARRIED**  
To approve amendment

**T. ADJOURNMENT**

**Trustee Brown Young moved, seconded by Johnson to adjourn the the meeting at 12:40 AM**

**MOTION** YES 5 **MOTION CARRIED**  
Meeting adjourned

Respectfully submitted:

Patricia Wright  
District Clerk

## PARENT AND FAMILY ENGAGEMENT- 1900

The Board of Education believes positive parent and family engagement is essential to student achievement, and thus encourages such involvement in school educational planning and operations. Parent and family engagement may take place either in the classroom or during extra-curricular activities. However, the Board also encourages parent and family engagement at home (e.g., planned home reading time, informal learning activities, and/or homework “contracts” between parents, family members and children). The Board directs the Assistant Superintendent for Curriculum and Instruction to develop a home-school communications program in an effort to encourage all forms of parent and family engagement.

### Title I Parent and Family Engagement-District Level Policy

Consistent with the parent and family engagement goals of Title I, Part A of the federal No Child Left Behind Act of 2001 (NCLB) and its reauthorization in the Every Student Succeeds Act (ESSA), the Board of Education will develop and implement programs, activities and procedures that encourage and support the participation of parents and family members of students eligible for Title I services in all aspects of their child’s education. The Board also will ensure that all of its schools receiving Title I, Part A funds develop and implement school level parent and family engagement procedures, as further required by federal law.

For purposes of this policy, parental involvement refers to the participation of parents in regular, two-way, and meaningful communication, involving student academic learning and other school activities.

At a minimum, parent and family engagement programs, activities and procedures at both the district and individual school level must ensure that parents and family members:

- Play an integral role in assisting their child’s learning;
- Are encouraged to be actively involved in their child’s education at school;
- Are full partners in their child’s education and are included, as appropriate, in decision- making and on advisory committees to assist in the education of their child; and
- Are provided with strategies and resources which will help them support their children in academic activities that will increase student engagement and achievement.

The federal definition of the term “parents” refers to a natural parent, legal guardian or other person standing in *loco parentis* (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the child’s welfare).

District and school level Title I parent and family engagement programs, activities and procedures will, to the extent practicable, provide opportunities for the informed participation of parents and family members (including those who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children) including providing information and school reports required under the law in a format and, to

family engagement requirements, the District and each building shall provide reasonable support for parent and family engagement activities included in each school's collaboratively developed Parent Involvement Plan.

As further required by federal law, parents and family members of students eligible for Title I services will be provided an opportunity to participate in the development of the district's Title I plan, and to submit comments regarding any aspect of the plan that is not satisfactory to them. Their comments will be forwarded with the plan to the State Education Department.

Parents and family members also will participate in the process for developing either a comprehensive or targeted "support and improvement plan" when the school their child attends is identified by the State as needing this plan.

#### Parent and family member participation in development of district wide Title I plan

The Board, along with its Assistant Superintendent for Curriculum & Instruction and other appropriate District staff will undertake the following actions to ensure parent and family member involvement in the development of the district wide Title I plan:

- Involve parents in the joint development of the Title I plan. If the plan is not satisfactory to family members of children participating in the Title I programs, the District will submit any parent comments to the State Education Department along with the District's plan including, but not limited to, the number of opportunities to meet with school staff, flexible times to accommodate various parent schedules, and the accessibility of the meetings being held in the school their child attends. Further, parents will be surveyed by telephone and by electronic means (if available) to determine availability.
- Provide the coordination, technical assistance, and support necessary to assist participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance including, but not limited to, updated correspondence that complies with NYSED requirements. The Assistant Superintendent for Curriculum & Instruction will provide such updates to the principals of the designated buildings.
- Build the schools capacity for strong parent engagement through implementing and encouraging participation in appropriate parent and family member engagement activities including, but not limited to Universal Pre-Kindergarten, Parent Teacher Associations, Special Education Parent Teacher Associations and Developmental Adolescent Literacy.
- Involve parents of children in Title I programs in decisions regarding how funds reserved for parent engagement activities are spent.

Appropriate staff will conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the parent and family member engagement plan in improving the academic quality of Title I schools, including the identification of barriers to greater participation by parents in activities under this policy and the revision of parent and family member involvement

policies necessary for more effective involvement. The District will insure that the LEA Title I Parent and Family Member Engagement Policy is distributed to all students annually along with the appropriate SEA Parent Involvement Plan and School-Parent-Student Compact. The Policy Plan and company will be posted to the District's website.

#### Development of school level parent and family engagement approaches

The Assistant Superintendent for Curriculum & Instruction will ensure that all District schools receiving federal financial assistance under Title I, Part A are provided coordination, technical assistance and all other support necessary to assist them in planning and implementing effective parent and family engagement programs and activities that improve student achievement and school performance. As appropriate to meet individual local needs, the District will conduct the following activities:

- Convene an annual meeting, at a convenient time, to inform parents of their school's participation in Title I requirements and the right of the parents to be involved. All parents of children participating in Title I programs will be invited and encouraged to attend the meeting.
- Offer multiple meetings with flexible times to accommodate various parental schedules, and the accessibility of the meetings being held in the school their child attends. Further, parents will be surveyed by telephone and by electronic means (if available) to determine availability.
- Provide (with funds provided under this provision of law) transportation, child care, or home visits, as such services relate to parent engagement.
- Involve parents in an organized, and timely way in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school parent and family engagement policy. Conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of the Title I schools. The evaluation shall include identifying barriers to greater participation by parents in activities under the policy and using the findings of the evaluation design strategies for more effective parent engagement and to revise, if necessary, the parent and family engagement policies at the administrative and school levels by surveying parents of participating students during the fall meeting. This will be conducted by the principals of a designated building or his/her designee(s).
- Provide parents of participating children with timely information about programs, a description and explanation of the curriculum in use in Title I programs, the forms of academic assessment used to measure student progress, the proficiency levels students are expected to meet, and if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children and respond to any such suggestions as soon as practicable.
- Develop a school-parent compact jointly with parents that outlines how parents,

school staff and students will share the responsibility for improved student academic achievement and detail the means by which the school and parents will build and develop a partnership to help all children achieve the state's standards.

The compact must include:

- A description of the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served in Title I schools to meet the State's student academic achievement standards.
- A description of the ways in which each parent will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, television watching, volunteering in their child's classroom and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time.
- Address the importance of communication between teachers and parents on an ongoing basis including, but not limited to:
  - Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement;
  - Semester/quarterly reports (as applicable at each building) to parents on their children's progress; and
  - Reasonable access to staff and opportunities to volunteer and participate in their child's class

#### Building capacity for parental involvement

To build parent capacity for strong parental involvement to improve their child's academic achievement, the district and its Title I, Part A schools will, at a minimum:

1. Assist parents in understanding such topics as the state's academic content challenging academic standards, state and local academic assessments, Title I requirements, how to monitor their child's progress and how to work with educators to improve the achievement of their child. To achieve this objective, the district and its Title I schools will:

- Offer Parent Orientation for incoming Kindergarten, Middle and High School Families.
- Facilitate Meet the Teacher Nights for each grade level, K-1, grade level orientations, principal meetings, and Board of Education meetings.
- Conduct Kindergarten screening prior to the start of the school year.
- Inform and update parents on school events, especially those related to academic topics, and parental strategies for support via the different school communication platforms.
  - The District Website
  - Individual School Websites
  - Classroom Dojo
  - PowerSchool
  - Parent Newsletters

- Maintain a comprehensive School District website and other digital platforms featuring information and announcements on curriculum and instruction related items and events.

2 Provide materials and training to help parents work to improve their child's academic achievement such as literacy training and using technology (including education about the harms of copyright piracy). To achieve this objective, the district and its Title I schools will:

- Work in collaboration with the Parent-Teacher Association to implement programs including, but not limited to, book fairs, and other age-appropriate programs.
- Collaborate with school and District level Parent-Teacher Associations to reach out, communicate with, and work with parents as equal partners.
- Conduct parent information meetings on NYS assessments, learning standards, school curricula and student safety. To enable parents' participation, meetings may be offered at different times in the day or evening.
- Implement school-wide forums during the school year on topics related to teaching and learning.
- Annually publish School District calendar and handbook highlighting activities and assessment dates.

3. Educate its teachers, specialized instructional support personnel, principals and other school leaders, and other staff, with the assistance of parents, in understanding the value and utility of a parent's contributions and on how to:

- reach out to, communicate with, and work with parents as equal partners;
- implement and coordinate parent programs; and
- build ties between parents and the schools.

To achieve this objective, the district and its Title I schools will:

- Establish and offer professional development workshops on strategies to involve parents and foster productive parent-school partnerships.
- Collaborate jointly with the Parent Teacher Association and Special Education Parent Council, teacher and administrator representatives to determine topics of interest and to connect to community organizations that have expertise and resources in these areas.
- Work with staff to provide best practices for parent outreach via faculty and department meetings.
- Facilitate events that promote a connection with parents and their child's school:
  - Special Education Parent Council Meetings
  - "Meet Your Teachers Night" K-12
  - Guidance Department Workshop Series Events K-12
  - Literacy events at both the Elementary and Middle School
  - Parent and Family Engagement Newsletters

4. Ensure that information related to school and parent-related programs, meetings and other activities is sent to the parents of children participating in Title I programs in an understandable and uniform format, including alternative formats, upon request, and to the extent practicable, in a language the parents can understand.

#### Coordination of parental involvement strategies

The District will coordinate and integrate strategies adopted to comply with Title I, Part A parental involvement requirements with parental involvement strategies adopted in connection with other Federal, State, and local programs, including public preschool programs and conduct other activities that encourage and support parents in more fully participating in the education of their children. It will do this by:

- Providing assistance to parents of children served by the District or school, in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children. The District will host conferences during the school year at each of its schools to provide this information to parents, students and staff.
- Providing materials and training by teachers funded by Title I to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate; to foster parent and family engagement including, but not limited to, extending invitations to parents to attend conferences geared to reviewing literature content to enable parents to assist their children, if they choose, at home.
- Educating teachers, Pupil Services personnel, principals, and other staff, with the assistance of parents, in the value and utility of contribution of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school including, but not limited to, in-service and out-of-District professional development courses and workshops. In addition, site-based management teams will evaluate ways in which parents and staff can work together more effectively with the objective of improving student performance. Coordinate and integrate, to the extent feasible and appropriate, parent involvement.
- The schools will disseminate information related to school and parent programs, meetings, and other activities to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand including languages such as Spanish and Haitian Creole.

#### Review of District wide parent and family engagement policy

The Board, along with its Assistant Superintendent for Curriculum and Instruction and other appropriate staff will conduct, with the meaningful involvement of parents and family

members, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the academic quality of Title I schools, including the identification of barriers to greater participation by parents in activities under this policy, identification of the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers, strategies to support successful school and family interactions; and the revision of parent and family engagement policies necessary for more effective involvement. To facilitate this review, the district will conduct the following activities:

- Meetings will be flexibly scheduled to allow for maximum parent participation.
- The District website and mailings will be used to inform parents of meeting times and contact information.
- A draft of the policy will be posted on the District website and input from parents who are unable to attend meetings will be solicited.

Ref: 20 USC §§6318(a)(2); 7801(38), Every Student Succeeds Act (§1116 of the Elementary and Secondary Education Act)  
U.S. Department of Education, *Parental Involvement, Title I, Part A, Non-Regulatory Guidance*, April 23, 2004

Adoption date:

## 2160 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

Every officer or employee of the Hempstead Union Free School District shall be subject to and abide by the following standards of conduct:

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-, including, but not limited to, matters discussed in Executive session. However, the Board, acting as a whole, may decide to disclose such information where disclosure is not prohibited by law.
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.

1<sup>st</sup> Reading: September 17, 2020

2<sup>nd</sup> Reading: October 15, 2020

Adoption: November 19, 2020

**Hempstead Union Free School District**