Board Meeting - Aug 19 2025 Minutes

Tuesday, August 19, 2025 at 6:00 PM

MS/HS Auditorium

Page

1. Meeting Opening

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

We have a Tobacco policy in place, there is no smoking within 100 feet of any school building

1.03 Pledge of Allegiance

1.04 Roll Call : Present: Rory Smith, Jenny Jared, Emily Mitchell-Marell, Rick Knutsen, Cindy Bishop

Not Present: Caroline Jerome, Clark Goodrich

2. Presentations

2.01 The Construction Team from BBL Construction Services will provide a Capital Project Update (30 mins)

3. Proposed Executive Session

3.01 Enter Executive Session

Motion to enter into executive session to discuss the tenure of specific employees and to meet with legal counsel (60 mins)

Moved by: Emily Mitchell-Marell

Seconded by: Jenny Jared

Motion Carries

3.02 Exit Executive Session

Motion to exit executive session and return to public session

Moved by: Eric Knutsen
Seconded by: Rory Smith

Motion Carries

4. Acceptance of Minutes

4.01 Acceptance of Minutes 12 - 50

Agenda- Reorganization/ Regular Meeting at the MS/HS Auditorium - Jul 01 2025 - Minutes - Html

Special Board Meeting - Jul 22 2025 - Minutes - Html

Special Meeting in Central Administration - Aug 05 2025 - Minutes - Html

The Board of Education hereby accepts the minutes of the July 1, 2025, July 22, 2025 and August 5, 2025 meetings 12 - 50

Moved by: Jenny Jared
Seconded by: Emily Mitchell-Marell

Motion Carries

5. Superintendent District News

5.01 The Superintendent will report District News

Update on the NYSED Portrait of a Graduate

SED issued amemo to public school and BOCES superintendents at the end of July regarding the adoption of theNew York State Portrait of a Graduate framework. The memo stated, in part: “While changes to the current diploma requirements are forthcoming, this adoption does not change the current graduation requirements. According to the Department’s implementation plan,NY Inspires, the Department plans to release additional guidance to support local implementation of the Portrait by summer 2027. While

schools and districts may begin to examine their local practices in the context of the Portrait, the statewide requirement for instruction to be aligned to the Portrait begins with students in the 2029 cohort (students entering grade 9 during the 2029-2030 school year)."

Transportation Update from MHSSC

Several members of our administrative team, along with Trustee Bishop, attended the Mid-Hudson School Study Council's annual law update a couple of weeks ago. It was a very informative day, and one of the presentations was delivered by our attorneys on transportation. A few of their discussion topics and recommendations contradict some of our practices, so we will do a review of our practices this school year so that we can realign our practices.

Grant Funding from Assemblymember Sarahana Shrestha

At the end of the school year we were contacted by Assemblymember Shrestha's office and invited to apply for grant funding. We were contacted on May 12th, and the application was due on May 14th, so we had very little time to put something together. Thanks to Ms. La Clair and Ms. Laffin, we submitted for Illustrative Math student workbooks, resources, and onsite professional development. The grant is for $25,000, and we are grateful to have been given the opportunity to access this funding.

iPark

There will be a walk-through of the new iPark facility on August 28th. Superintendents, High School Principals, and Board Presidents have been invited. There will also be an official ribbon-cutting scheduled soon, which will be more inclusive.

Olive Day

Olive Day is Saturday, September 6th. Trustees Bishop and

Smith are signed up from 9-noon, as am I. Trustee Jerome is signed up from 3-6. We have no coverage from noon to 3 currently.

6. Board District News

6.01 The Board will report District News

Trustee Bishop reported on her attendance at the MHSSC Law Conference and recommended that new trustees consider attending one of the law conferences offered during the year. She also noted that several trustees have recently participated in conferences and requested that they provide reports at the next Board of Education meeting.

Trustee Jared requested clarification regarding the NYSSBA financial report included in the Superintendent's news. Superintendent McLaren explained that if there is a reduction in the state budget, the district's budget may also be reduced accordingly. As the district cannot exceed the tax levy limit, any such reduction would necessitate budget cuts.

Trustee Knutsen reported that Ken Skrzesz, Director of last year's spring musical, applied for a grant to work with middle school students in order to foster their interest in the arts.

Trustee Knutsen also reported on a recent meeting held by Assemblywoman Shresher regarding a proposal to transition Central Hudson into a public utility. He noted that under such a model, the utility would not pay school taxes but would instead make PILOT payments. Trustee Knutsen also noted that he had a conversation with Ms. Shresher and she addressed the state's EV bus mandate and related infrastructure needs. It was explained that the proposed Hudson Valley Power Authority (HVPA) would be authorized to issue revenue bonds to fund grid upgrades, with repayment through utility bills. As a state corporation, HVPA would operate without investor profits, potentially lowering the overall cost of capital investments while maintaining accountability through oversight by local governments and community representatives.

7. Discussion and Possible Action

7.01 Approve Safety Plan

The Board of Education hereby approves the District Wide Safety & Emergency Management Plan and Safety Team Members for the 2025-2026 School Year, as attached.

Moved by: Jenny Jared

Seconded by: Emily Mitchell-Marell

Motion Carries

District Wide Safety and Emergency Plan Draft 2025 2026.pdf

7.02 Continued Capital Project Discussion (30 mins)

The Board discussed scheduling additional special meetings to consider holding a special vote in December. It was agreed that meetings will be added to the calendar on **October 7, 2025** and **October 14, 2025**.

The Board also discussed the priority work related to potential propositions to be presented to the voters and emphasized the importance of taking a stronger lead role for the benefit of the students.

Trustee Jared led a discussion on the Open Meetings Law.

8. Acknowledge Public Be Heard Comments

8.01 The Board will acknowledge the public be heard comments from the last meeting

- no one spoke

9. Public and Student Comment

9.01 Public and Students may comment on any agenda or non-agenda item

Stephanie Bryant

10. Consent Agenda

10.01 Approve Consent Agenda

The Board hereby approves item numbers 10.02 -10.10

Moved by: Jenny Jared

Seconded by: Emily Mitchell-Marell

Motion Carries

10.02 Memorandum of Agreements between Onteora Central School District and Onteora Administrators' Association

The Board of Education hereby approves the following MOA between the Onteora Central School District and the Onteora Administrators' Association:
#08192025- Coordinator of Remote Instruction

Motion Carries

Remote Instructor MOA 08192025.pdf

10.03 Memorandum of Agreements between Onteora Central School District and Onteora Teachers' Association

The Board of Education hereby approves the following MOAs between the Onteora Central School District and the Onteora Teachers' Association:
#08192025A - Middle School Cabinet position
#08192025B - Middle School Jazz Director Title
#08192025C - Ski Coach Stipend

Carried

MS Cabinet MOA 08192025a.pdf MS Jazz Director MOA 08192025b.pdf Ski Team Coach MOA 08192025c.pdf

10.04 Personnel Agenda

The Board of Education hereby approves the personnel agenda as attached

Carried

8-19-25 personnel agenda.pdf

10.05 Inter-School Transfers

The Board of Education hereby approves the following Inter-

School Transfers:

Grade K- From Bennett to Woodstock

Carried

10.06 Warrants

The Board Education has reviewed and hereby accepts Warrants Schedule 11

Carried

Warrants Schedule 11.pdf

10.07 Approve Tax Warrant

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve and sign the Tax Warrant authorizing the school district to levy property taxes in the amount not to exceed $49,402,800.00 for the 2025-2026 school year.

Carried

10.08 Membership in Committee on Special Education (CSE) and the Committee on Preschool Special Education (CPSE)

The Board of Education hereby approves the updated members of the CSE and CPSE committees, as attached.

Carried

BOE yearly document CSE.pdf BOE yearly document CPSE.pdf

10.09 Surplus Items

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare the attached lists as surplus and authorizes the sale and/or disposal of these items

Carried

Summer BOE Memo 2025-2.pdf Bennett Surplus Items.pdf

10.10 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #08/25, Confidential, as reviewed by Trustee Jerome

Carried

Pages from Schedule U 81925.pdf

11. Contracts and Independent Contractor Retainers

11.01 Approve all Contracts and Independent Contractor Retainers

The Board hereby approves item numbers 11.02 -11.05

Moved by: Jenny Jared
Seconded by: Eric Knutsen

Motion Carries

11.02 Approve Arrow Security Proposal for Security Guard Services

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Arrow Security Proposal for Security Guard Services effective July 1, 2025 through June 30, 2026 at a regular per hour billing rate of $33.69 and an overtime, holiday rate of $50.54 with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

Carried

Arrow Security Onteora Central School District Proposal FINAL 080425.pdf

11.03 Catskill Watershed Corporation

Resolved that the Board of Education is authorized and hereby directs the Superintendent of Schools to sign the contract with the Catskill Watershed Corporation for an education grant in the amount of $8,250.00 for a project titled 5th Grade Environmental Trip and to ensure that activities and programs funded by said grant are carried out in accordance with grant requirements.

Carried

25-26 Catskill Watershed Corp. Grant - Bennett.pdf

11.04 TCS Software Access Agreement

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Agreement between the Onteora Central School District and the County of Ulster to provide the district with Total Collection Solution (TCS) software effective July 28, 2025 through June 30, 2026.

Carried

25-26 Intermunicipal Software Agreement with UC for TCS.pdf

11.05 Rondout Valley CSD Non Resident Special Education Enrollment Agreement

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Nonresident Special Education Enrollment Agreements between the Onteora Central School District and the Rondout Valley Central School District effective for the 2025-2026 school year at the Non-Resident Tuition rate (NRT) as published by the State Education Department and authorizes the Superintendent to sign such an agreement.

Carried

non resident special education enrollment agreement with

Rondout Valley CSD.pdf

12. Old Business

12.01 The Board will discuss Old Business

Trustee Jared, on behalf of Trustee Goodrich, requested information regarding transportation costs.

13. New Business

13.01 The Board will discuss New Business

Trustee Jared commented on the financial information provided in the Warrants, noting the cost savings achieved by consolidating into two elementary buildings. She requested that the Assistant Superintendent for Business provide an update on projected cost savings for the 2025–2026 school year at a future meeting.

Trustee Knutsen asked trustees to begin considering district goals for the 2025–2026 school year.

14. Request for Information

14.01 Board Members will Request Information of the Superintendent

Trustee Jared inquired about alternative ways to obtain information originally expected from Dr. Baughman's study, such as enrollment projections.

Ms. LaClair reported that the district uses a program to generate these projections and provides an annual report on the numbers.

15. Adjournment

15.01 Adjourn the Meeting. Next meeting is September 16, 2025 at the Middle/High School .

The meeting is adjourned at 8:06 pm.

Moved by: Rory Smith

Seconded by: Eric Knutsen

Motion Carries

District Clerk

Agenda- Reorganization/ Regular Meeting at the MS/HS Auditorium - Jul 01 2025 Minutes

Tuesday, July 1, 2025 at 6:00 PM

MS/HS Auditorium

1. Meeting Opening

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

We have a Tobacco policy in place, there is no smoking within 100 feet of any school building

1.03 Pledge of Allegiance

1.04 Roll Call: Present: Rick Knutsen, Caroline Jerome, Emily Mitchell-Marell, Clark Goodrich, Cindy Bishop

2. Oath of Office

2.01 District Clerk will administer the Oath of Office to the Board Trustee whose term starts July 1st

District Clerk will administer the Oath of Office to the Board Trustee as follows:

Jenny Jared (7/1/25 - 6/30/28)

Rory Smith (7/1/25 - 6/30/28)

3. Nominations for 2025-2026 Board President

3.01 District Clerk will Call for Nominations for Board President

Draft

The Board of Education hereby nominates Trustee Bishop for President for the 2025-2026 school year

Moved by: Emily Mitchell-Marell
Seconded by: Clark Goodrich

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

4. Nominations for 2025-2026 Board Vice President

4.01 Board President will Call for Nominations for a Board Vice President

The Board of Education hereby nominates Trustee Knutsen for Vice President for the 2025-2026 school year

Moved by: Jenny Jared
Seconded by: Caroline Jerome

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

5. Oath of Office

5.01 The District Clerk will administer the Oath of Office to the 2025-2026 Board of Education President and Vice President

6. Architect/ Construction Manager Continued Discussion: Capital Project Planning

6.01 Members of Clark Patterson Lee and School House Construction—will be available to answer questions from the Board regarding the Capital Project.

Copy of Community Presentation.pdf

Draft

7. Proposed Executive Session

7.01 Enter Executive Session

Motion to enter into executive session to discuss ONTEA negotiations and to meet with legal counsel (duration 30 mins)

Moved by: Eric Knutsen
Seconded by: Caroline Jerome

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

7.02 Exit Executive Session

Motion to exit executive session and return to public session

Moved by: Caroline Jerome
Seconded by: Clark Goodrich

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

8. Acceptance of Minutes

8.01 Acceptance of Minutes

Agenda- Workshop Meeting at the MS/HS Auditorium - Jun 17 2025 - Minutes - Html

The Board of Education hereby accepts the minutes of the June 17, 2025 meeting

Moved by: Caroline Jerome
Seconded by: Emily Mitchell-Marell

Draft

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

9. Annual Appointments

9.01 Appointments

The Board of Education hereby approves the Appointments of District Officers, Stipends/Fees, effective July 1, 2025, and authorizes the Superintendent of Schools to sign all necessary contracts:

Moved by: Emily Mitchell-Marell

Seconded by: Jenny Jared

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

District Clerk:	Amanda Gates	$18,025 (hours not to exceed the equivalent of $18,025 in overtime for the 7/1/25–6/30/26 school year)
Treasurer:	Debra D'Aprile	As per terms of employment
Deputy District Treasurer:	Kimberly Cole	-0-
Claims Auditor:	Sierra Smith	$6,695
School Tax Collector:	Kimberly Cole	-0-

Draft

Deputy School Tax Collector:	Elisa Moses	-0-
Purchasing Agent:	Monica LaClair	-0-
Deputy Purchasing Agent:	Victoria McLaren	-0-

Standard Day resolution 25-26.pdf

9.02 Other Appointments

The Board of Education hereby approves Other Appointments and Stipends/Fees listed effective July 1, 2025, as well as resolutions on Independent Contract Retainers, and authorizes the Superintendent of Schools to sign all necessary contracts

Moved by: Caroline Jerome

Seconded by: Jenny Jared

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

1.	School Attorney:	Thomas, Drohan, Waxman, Petigrow & Mayle, LLP	$250/hr for attorney retainer- $250 per hour after 350 hours; $125/hr for paralegal services $5,833.33/month General Counsel (see attached)
2.	Bond Counsel:	HAWKINS DELAFIELD & WOOD LLP	TBD as needed

Draft

3.	Independent Auditor:	West & Company	$22,000
4.	District Medical Director:	Institute for Family Health	$55,929
5.	Alcohol and Drug Testing Site:	Kingston Worx	See attached
6.	Fingerprinting:	Reimbursement per District Policy	$101.25
7.	CSE Impartial Hearing Officers, Certified by the State of New York in accordance with Section 200.1 of the Commissioner's Regulations:		As per Policy 7670
8.	ECA Central Treasurer	Debra D'Aprile	-0-
9.	ECA Chief Faculty Counselors Bennett Elementary, Middle School and High School:	Building Principals	-0-
10.	Title VI & IX Officer:	Stephanie Laffin	-0-
11.	Deputy Title IX Coordinator & Title IX Decision Maker:	Carol Grima	-0-
12.	Title IX Investigator:	Carol Grima	-0-

13.	Coordinator for Section 504:	Amanda Allison until 7/27/25, Carol Grima effective 7/28/25	-0-
14.	Residency Officer:	Monica LaClair	-0-
15.	Records Access Officer:	Monica LaClair	-0-
16.	Substance Abuse Officer	Amanda Allison until 7/27/25, Carol Grima effective 7/28/25	-0-
17.	Records Management Officer:	Monica LaClair	-0-
18.	McKinney Vento Liaison:	Amanda Allison until 7/27/25, Carol Grima effective 7/28/25	-0-
19.	Broker of Record:	NFP	-0-
20.	Asbestos Designee:	Kyle Harjes	-0-
21.	Health & Safety	Needham Risk Management Resource Group, LLC	TBD as needed
22.	School Building Structural Inspector and Fire Inspector:	Ulster County BOCES Risk Management Program	N/A

2 3.	Financial Advisor:	Fiscal Advisors & Marketing, Inc.	see attached

BE IT RESOLVED, the Board of Education effective 7/1/25 approves Stephanie Laffin as the District Title IX coordinator, and Carol Grima as the District Deputy Title IX coordinator.
BE IT FURTHER RESOLVED, the Board of Education approves the Title IX coordinator to approve the Title IX team from the pool of trained administrators.

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that all Independent Contractor Retainers will be presented to the Board of Education for approval prior to executing these contracts.

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District authorizes the Superintendent to execute an Independent Contractor Retainer on behalf of the District on an emergency basis only, subject to approval and ratification at the next regularly scheduled Board of Education meeting.

TDWPM 25-26.pdf kingston worx.pdf Impartial Hearing Officer Appointment and Compensation.pdf West and Company.pdf APPENDIX B FeeScheduleAddendum 25-26 OCSD.pdf

10. Authorizations & Designations

10.01 Authorizations

The Board hereby authorizes Payroll Certificate, Budget Transfers, Check Signature, Alternate Check Signature, Petty Cash Funds, Bonding of Personnel

Moved by: Rory Smith

Seconded by: Eric Knutsen

Draft

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

A. Payroll Certificate:	Victoria McLaren	-0-
B. Budget Transfers:	Superintendent of Schools, Victoria McLaren up to $50,000	-0-
C. Check Signature:	Debra D'Aprile	-0-
D. Alternate Check Signature:	Kimberly Cole	-0-

Bonding of Personnel:

1. Blanket limit - $100,000
2. $215,000 each for Assistant Superintendent for Business, Account Clerk/Typist, Payroll/Personnel Assistant and District Clerk
3. $1,000,000 each for Treasurer and Deputy Treasurer, Internal Claims Auditor
4. $2,000,000 for Tax Collector, Deputy Tax Collector
5. $400,000 for Central ECA Treasurer and ECA Chief Faculty Counselors

10.02 Designations

The Board hereby authorizes Official Bank Depositories, Official Newspaper for Legal Notices and Bids

Moved by: Caroline Jerome

Seconded by: Rory Smith

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

FUND	Account Names	BANK
General/CM/Federal/ Cafeteria	Community Bank Multi Fund	Community Bank
	Community Bank Payroll	Community Bank
	NYCLASS General Fund	NYCLASS
	Metropolitan Money Market	Metropolitan Commercial Bank
	Greene County Commercial Bank	Greene County Commercial Bank
Capital	Greene County Commercial Bank Capital	Greene County Commercial Bank
TC - Extra classroom	HS/MS ECA	Community Bank

Official Newspaper for Legal Notices and Bids: Daily Freeman

11. Other Approvals

11.01 Other Approvals

The Board hereby authorizes Mileage Reimbursement, Substitute Teacher Rates, Substitute Support Staff Rates, Home Instruction Teacher, Use of Facilities, School Lunch Prices, Copy Rate, 2025-2026 Board of Registration.

Moved by: Emily Mitchell-Marell
Seconded by: Clark Goodrich

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline

Jerome, and Eric Knutsen

Motion Carries 7-0

1. Mileage Reimbursement	-per current I.R.S Rate
1. Substitute Teacher Rates	-CERTIFIED- $155/day
	-UNCERTIFIED- $120/day
	-Registered Nurse- $195/day -Licensed Practical Nurse- $115/day
1. Substitute Support Staff rates	-Teaching Assistant- CERTIFIED- $120/day
	-Teaching Assistant- UNCERTIFIED- $105/day
	-Monitor- $16.00/hour
	-Custodial- $16.00/hour
	-Clerical- $16.00/hour
	-Food Service- $16.00/hour
	-Bus Driver- $16.00/hour
Substitute Short and Long Term Pay	As per regulation 6220R
1. Home Instruction Teacher	$50/hour
1. Non-Profit Use of Facilities-staffing charges	$30/hour/employee cafeteria staff; - $40/hour/custodial-overtime charge only; $35/hour/auditorium technician
1. School Lunch Prices	K-12 Breakfast/Lunch= at no cost

1. Copy Rate	$0.25/page
1. 2024 – 2025 Board of Registration	Keymasters and Ballot Masters $150.00 Chief Registrar Inspector – Vote Day $200.00 Extra hours or part time hours shall be pro rata for whatever additional hours are actually worked outside of the hours of 2pm-9pm
Public Library Tax as approved by voters – Library Tax approved by voters on May 21, 2024 with a total of $20,000	Pine Hill Library - $700 Phoenicia Library - $3,500 Olive Free Library - $5,600 West Hurley Library - $3,300 Woodstock Library - $6,900
Grant Funding	The Superintendent is authorized to apply for grants
Credit Card Limit	$25,000

Policy 6170 Fingerprinting.pdf

11.02 Insurance Carriers

BE IT RESOLVED, that the Board hereby confirms and gives notice that, on the date of this resolution:
The carrier for the District's umbrella (general liability and basic educational liability) policy is Utica National, and bears a policy number of CULP-1563772;
the carrier for the District's commercial property policy is Utica National, and bears a policy number of CPP-1563770;
the carrier for student accidents is Pupil Benefits; the carrier for cyber insurance is Cowbell Cyber; and
the District's insurance broker is the Reis Group.

Moved by: Jenny Jared

Seconded by: Eric Knutsen

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

11.03 Cell Phone Assignments

The Board of Education hereby approved the following cell phone assignments as below:

Moved by: Jenny Jared
Seconded by: Clark Goodrich

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

Cell Phone Assignments 2025/2026	
Name	**Notes**
Amanda Allison	until 7/27/25
Assistant Director of PPS TBD	
Gabriel Buono	
Raymond Clinton	
Lance Edelman	
Elizabeth Fallo	
Carol Grima	
Corey Halwick	SRO
Kyle Harjes	
Stephanie Laffin	

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Victoria McLaren

Rosalie Mernin

Jonnah O'Donnell

Scott Richards

Sarah Turck

Thomas Sharon SRO

Don Solimene

MIFI Access Point – Lance Edelman

12. Authorize District Treasurer to borrow sums of money

12.01 BOE authorizes District Treasurer to borrow sums of money

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District authorizes the District Treasurer to borrow sums of money, the total of which is not to exceed $3,000,000 at any one time, during the 2025/2026 school year and to issue appropriate short-term notes according to local finance law. (Tax Anticipation Notes – TAN; Revenue Anticipation NOTES – RAN

Moved by: Caroline Jerome
Seconded by: Rory Smith

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

13. Establishment of Committees

13.01 The Board of Education will discuss and establish Board Committees for the 2025-2026 school year

The Board of Education hereby recognizes the permanent committees and approves the temporary committees for the

Draft

25-26 school year.

Moved by: Caroline Jerome
Seconded by: Clark Goodrich

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

Permanent Committees:
Audit Committee
Facilities Committee
District Wide Safety Committee
Health & Wellness Committee

Temporary Committees for 25-26:
Policy Committee
Communications Committee
Legislative Action Committee
Ad Hoc Academic Committee

14. Superintendent District News

14.01 The Superintendent will report District News

End of Year Celebrations and Graduation

The end of the school year was a whirlwind of events and celebrations. Thank you to all of the Administrators, Board Trustees, Families, faculty, staff, Booster Club members, PTA members, and community members who attended these events and supported all of our students. Graduation is the culmination of our students' academic careers with us, and I am always struck by the camaraderie, grace, and sense of community that our students display. The true joy and pride that they have for one another are evident and wonderful to see as they celebrate each of their peers during the graduation ceremony.

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Summer Skills Academy

We are all set to welcome our students to the summer skills academy. This is a K-5 program that will start after the July 4th holiday weekend on Monday, July 7th and run through August 1st. The academy will run from 8:30 - 11:30 am. We are very excited to be resuming this program.

Construction and Security

There is a significant amount of construction happening here this summer, and it is very disruptive. We are appreciative of everyone being patient and understanding. The end result will be such an improvement to our campus. We are especially looking forward to the new security vestibule. We have engaged in planning discussions with Alteris, our security consultant, and based on their recommendations, we have released an RFP to security firms in hopes of staffing the vestibule with trained security personnel. The personnel would not be armed and would not be law enforcement.

Phoenicia Building

We had a walk-through with a representative of a film company last week who is interested in leasing our building from August 18th to October 17th as a film production office. If we can agree upon terms, this will likely come to the Board next month.

We also had a walkthrough with the Town so that the Town can pursue the idea of creating affordable housing on the Phoenicia campus. There is some assistance in this process coming from the County, but the lead would be the Town of Shandaken. It was an exciting walk through and there is a sense that this could be worked through this year and we could include the sale to teh Town on our May vote ballot.

Amanda Allison

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This is the last Board meeting that Amanda Allison will be attending. At our June meeting, we had some wonderful remarks from several Onteora families who have had the opportunity to partner with Ms. Allison, and everything that was said is indeed true. From an Administrative perspective, Ms. Allison is an incredible team member. She is the most empathetic and caring administrator that anyone could hope to work with. There is no task she is not willing to volunteer to do, and everything that she takes on, she commits to 110%. I had hoped that she might stay with us for many more years, but I can say with full confidence that she is leaving her mark on Onteora, and we are better for having her as part of our community. She will not be leaving until the end of the month, but that time will fly by. She is, of course, doing everything she can to support Carol Grima and the PPS department to ensure a smooth transition. We will miss her very much, but I know that she is going to continue and have a robust and successful career. We wish her all the best in Red Hook and look forward to seeing her at conferences and events.

RFI - Time on Bus for K-4 Students

I've followed up with the Transportation Department for this RFI and will share the information when I receive it.

Out of the Office

I will be out of the office with limited access to email starting tomorrow until Monday, July 14th. In my absence, Ms. Laffin will handle all instructional-related issues, and Ms. LaClair will handle all non-instructional-related issues. I have full confidence that they are more than capable of addressing any situations that may arise.

Assistant Superintendent Stephanie Laffin

I asked Ms. Laffin to share an overview of the professional development focus for the coming year so that the Board has some insight into some of the initiatives in the district for the

Draft

coming school year.

Professional Learning Focus for the 2025-20206 School Year

Grade level	Professional Learning Focus	Desired Student Outcome
K-5	**Strengthening the Co-Teaching Model using Evidence-Based Practices**	**All students have the support they need to grow and show what they know**
	Revising Elementary Report Cards	**Improved student outcomes by clearly and consistently communicating areas of student strengths and needed growth with parents/guardians.**
	Continuing to Improve MTSS Practices	**Student skill gaps are reduced to increase academic success**
6-8	**Continuing to Improve MTSS Practices**	**Student skill gaps are reduced to increase academic success**

Draft

	Evidence-Based Practices in Assessment and Grading	Students have multiple ways to demonstrate their learning and skills.
	The Impact of AI on Teaching and Learning	Students understand the implications of AI and how to utilize it responsibly.
9-12	**Evidence-Based Practices in Assessment and Grading**	**Students have multiple ways to demonstrate their learning and skills.**
	Implementing NY Inspires	**Students choose the ways they learn, grow, and showcase their skills and knowledge to achieve graduation, lead, innovate, and contribute meaningfully to their community.**
	The Impact of AI on Teaching and Learning	**Students understand the implications of AI and how to utilize it responsibly.**

15. Board District News

Draft

15.01 The Board will report District News

Trustee Jared reported that the 5th Grade Moving-Up Ceremony was a wonderful and very special event.

Trustee Jared also shared her experience attending the last day of school at Bennett Elementary School. Each grade level was individually dismissed, with teachers lining the hallways to clap, cheer, and celebrate the students. The atmosphere was festive, featuring bubble machines and upbeat music. As the buses departed, teachers gathered outside to wave goodbye, while students joyfully reached their hands out of the windows to wave back.

Trustee Jerome shared that attending graduation was a heartwarming experience. She expressed how moving it was to see the students surrounded by love, noted the incredible guest speaker, and extended her thanks to Mr. Edelman for his role in the ceremony.

Trustee Mitchell-Marell reflected on how the small size of the district is a real asset, fostering closeness and connection among the students.

Trustee Bishop echoed that sentiment, stating that the size of the school community is truly a gift, allowing for a more personal and meaningful graduation experience.

Trustee Goodrich reminded everyone that the graduating class spent their 9th grade year at home due to the pandemic, highlighting the resilience and strength they have demonstrated.

Trustees Knutsen, Jerome, and Bishop will be attending the Rural Schools Association Conference on July 14-16 and plan to report back at a future meeting.

Trustee Jared completed her required new board member training.

16. Acknowledge Public Be Heard Comments

16.01 The Board will acknowledge the public be heard comments from the last meeting

Dafne DeJesus

Draft

Jessica Wisneski - statement read by Dafne DeJesus

Kylene Lieter - statement read by Dafne DeJesus

Stephanie Bryant

Chloe Leader

17. Public and Student Comment

17.01 Public and Students may comment on any agenda or non-agenda item

The Board appreciates hearing from the public, including students, on any agenda or non- agenda item. Please understand that by our adopted parliamentary procedure, the Board can't engage in discussion or answer questions during Public Be Heard. Please know that we hear you and take all your comments into consideration. The Board does reserve the right to correct any inaccuracies or misinformation during Public Be Heard. Please limit your comments to 3 minutes, be civil, and do not name any particular individuals or promote any commercial ventures or products. People wishing to express individual student or personnel concerns can bring them to the Superintendent's attention in private.

18. **Break**

18.01 The Board will take a 5 minute break if needed

19. Discussion and Possible Action

19.01 The Board will Re-Adopt the Board Norms

Board Norms 25-26 final.pdf

19.02 Discuss Potential NYSSBA Resolutions

resolution-kit-04022025.pdf

19.03 Review 2024 - 2025 Student Attendance by Building (as per Policies 1330 and 7110)

Attendance Membership Summary Report 24.25.pdf
Attendance.MembershipReport23.24.pdf

Draft

19.04 Approve Board Member to sign for Impartial Hearing Officers

As per Commissioner's Regulation §200.5 j ii The Board of Education approves the Board President as the Board of Education designee to approve Impartial Hearing Officers. In the absence of the Board President the Board of Education approves Vice President, Rick Knutsen as the designee

Moved by: Jenny Jared
Seconded by: Emily Mitchell-Marell

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

19.05 Dr. Baughman's Proposal for the study of the Impact of Building Use and Configuration on Instructional Opportunities and Fiscal Implications

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve contract between the Onteora Central School District and Dr. Kevin Baughman as a consultant to implement an Impact of Building Use and Configuration on Instructional Opportunities and Fiscal Implications study effective July 2, 2025 in the amount of $100 per hour to a maximum of $10,250.00 and authorizes the Superintendent to sign such an agreement.

Moved by: Rory Smith
Seconded by: Jenny Jared

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

Onteora Study Proposal 2025 - Client.pdf

Draft

20. Consent Agenda

20.01 Approve Consent Agenda

The Board hereby approves item numbers 20.02 - 20.18

Moved by: Caroline Jerome
Seconded by: Rory Smith

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

20.02 Approve Board Members to attend Conferences and Workshops

The Board of Education approves any trustee to attend the Rural Schools Conference, NYSSBA Convention, NYSSBA Capital Conference, and any Workshop trainings with all related expenses.

Carried

20.03 Approve Superintendent to attend Conferences and Workshops

The Board of Education hereby approves the Superintendent to attend the Rural Schools Conference, NYSSBA Convention, NYSSBA Capital Conference, NYSCOSS, and any Workshop trainings with all related expenses as per contract.

Carried

20.04 Board Member Participation in Videoconference or Similar Technology

BE IT RESOLVED that the Board of Education of the Onteora Central School District hereby adopts the provisions of Public Officers Law § 103-a, permitting board members to participate via videoconference or similar technology for the following reasons:

Draft

• Disability,
• Illness,
• Caregiving responsibilities,
• Quarantine due to contagious disease,
• Any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting

Carried

20.05 Travel Reimbursement for Board Members

The Board of Education hereby approves the reimbursement of Board Members' registration and travel expenses for any member who attends in or out of District meetings for the 2025-2026 school year.

Carried

20.06 Membership in Committee on Special Education (CSE) and the Committee on Preschool Special Education (CPSE)

The Board of Education hereby approves the members of the CSE and CPSE committees, as attached.

Carried

CSE Membership 25-26.pdf CPSE Membership 25-26.pdf

20.07 School Counseling Program

The Board of Education hereby approves the School Counseling Program for the 2025-2026 school year

Carried

School Counseling Program 2025-2026.pdf

20.08 Approve Volunteer

The Board of Education hereby approves the following volunteer for Bennett Summer School listed below:

Ian Fischer - effective 7/7/25 – 8/1/25 (*pending completion of volunteer application and fingerprint clearance*)

Draft

Carried

20.09 Donations

The Superintendent recommends approval for the attached donations, each contributing to various initiatives within our district, and increasing their respective budgetary appropriations. The total amount for approval is $15,900.40.

Carried

Donation Spreadsheet for 24-25 BOE Approval 7.1.2025 Effective 6.30.2025 $15,900.40.pdf

20.10 Budget Transfers

The Superintendent recommends the transfer of funds from the Unemployment Reserve to the Unemployment Insurance budget code to pay for NYS Unemployment Insurance billing. This expense is not budgeted in the general fund due to the existence of the reserve funds designated for this purpose.

Transfer Amount $7,984.47 from reserve A815 Description Unemployment Reserve to Budget Code A9050.800-10

The Superintendent recommends the transfer of funds from the Employee Benefit Reserve to the Vacation Buy Back budget code. This expense is not budgeted in the general fund due to the existence of the reserve funds designated for this purpose.

Transfer Amount $48,593.85 from reserve A867 Description Employee Benefit Reserve to Budget Code A9089.803-10

The Superintendent recommends the transfer of $54,596.85 between budget codes for year-end payroll.

Transfer Amount $587.00 from Budget Code A2110.121-03-A to Budget Code A2110.121-07-A

Transfer Amount $21,457.38 from Budget Code A2110.140-02 to Budget Code A2110.140-01

Transfer Amount $23,088.64 from Budget Code A5510.160-00

Draft

to Budget Code A2815.162-03

Transfer Amount $9,463.83 from Budget Code A2110.132-02 to Budget Code A2110.130-01

The Superintendent recommends the transfer of $103,602.08 to adjust Professional Services between budget codes for May 2025 Pre-Referendum Services.

Transfer Amount $72,000.00 from Budget Code A2825.449-10 to Budget Code A1010.449-10

Transfer Amount $6,523.17 from Budget Code A1060.449-10 to Budget Code A1010.449-10

Transfer Amount $550.00 from Budget Code A1240.449-10 to Budget Code A1010.449-10

Transfer Amount $12,097.53 from Budget Code A1320.449-10 to Budget Code A1010.449-10

Transfer Amount 6,863.61 from Budget Code A1330.449-10 to Budget Code A1010.449-10

Transfer Amount $3,664.05 from Budget Code A1480.449-10 to Budget Code A1010.449-10

Transfer Amount $1,903.72 from Budget Code A2070.449-08 to Budget Code A1010.449-10

Carried

20.11 Stale Dated Checks

As of July 2, 2025, the following stale dated checks will be written off.

Check #51515 -- 6th Grade Award, Payee: Oliver Titus Wojnowski, Amount $25.00 (parent wishes to donate funds back to the school district)

Carried

20.12 Surplus Books

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare the attached list of books from the Woodstock Elementary School as surplus and

Draft

authorizes the sale or disposal of these books.

Carried

Woodstock Surplus library books.pdf

20.13 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #07/25, Confidential, as reviewed by Trustee Goodrich

Carried

Pages from Schedule U 7125.pdf

20.14 Memorandum of Agreement between Onteora Central School District and Onteora Administrators Association regarding the recognition of titles

The Board of Education hereby approves the MOA between the Onteora Central School District and the Onteora Administrators Association for the recognition of titles

Carried

MOA between OCSD and OAA 7.1.25.pdf

20.15 Memorandum of Agreement between Onteora Central School District and the Onteora Non-Teaching Employees' Association to add the following positions: Senior Food Service Helper, Personal Health Care Aide

The Board of Education hereby approves the MOA between the Onteora Central School District and the Onteora Non-Teaching Employees' Association to add the positions of Senior Food Service Helper and Personal Health Care Aide to the contract

Carried

Draft

MOA between OCSD and ONTEA 070125.pdf

20.16 Abolish and Create Positions

The Board of Education hereby abolishes the following positions:

1.0 FTE Assistant Superintendent for Pupil Personnel Services effective 07/28/25

1.0 FTE Director of Special Education effective 7/28/25

1.0 FTE School Monitor effective 6/30/25

1.0 FTE Cook Manager effective 6/30/25

The Board of Education hereby creates the following positions:

1.0 FTE Director of Pupil Personnel Services effective 7/28/25

1.0 FTE Assistant Director of Pupil Personnel Services effective 7/28/25

Carried

20.17 Personnel Agenda

The Board of Education hereby approves the Personnel agenda as attached

Carried

7-1-25 personnel agenda.pdf

20.18 Stipulation of Settlement

BE IT RESOLVED that the Board of Education hereby approves the disciplinary settlement agreement with respect to Employee # 052825, and the Superintendent of Schools or their designee is hereby authorized to execute the agreement on the District's behalf.

Carried

21. Contracts and Independent Contractor Retainers

21.01 Approve All Contracts and ICRs

Draft

The Board of Education hereby approves the ICRs in items 21.02 and 21.03

Moved by: Clark Goodrich
Seconded by: Caroline Jerome

Yea	Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

21.02 Approve Additional Architectural & Engineering Services MSHS Science Wing Elevator Upgrades

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the proposal for additional Architecture and Engineering services to the original proposal between the Onteora Central School District and Clark Patterson Lee for a fee not to exceed an additional $10,000.00 and authorizes the Superintendent to sign such an agreement.

Carried

Additional Elevator Upgrades to CPL Proposal_2025.06.20.pdf

21.03 Approve Ambulance Contract

The Board of Education hereby approves the contract with Olive First Aid Unit for Athletics

Carried

Olive First Aid Unit.pdf

22. Policies

22.01 Second Reading and Adoption of Policy 7370 Students and Personal Electronic Devices

Draft

Motion failed

Students and Personal Electronic Devices policy 7370.pdf

22.02 Second Reading and Adoption of Policy 3520 Extreme Heat

Moved by Caroline Jerome

Seconded by Emily Mitchell-Marell

Results Carried

Draft Policy 3520 Extreme Heat.docx

23. Old Business

23.01 The Board will discuss Old Business

Trustee Jared expressed interest in joining Trustee Knutsen in the development of a new onboarding procedure for incoming board members.

24. New Business

24.01 The Board will discuss New Business

Trustee Jared asked if the Board could discuss the possibility of adding after-school programming for elementary students.

25. Request For Information

25.01 Board Members will Request Information of the Superintendent

Trustee Jared inquired about which teams and clubs have been paused or discontinued due to low enrollment, and whether there have been any efforts toward regionalization or collaboration with other districts.

Superintendent McLaren responded that this is an ongoing conversation with the Athletic Director.

26. Adjournment

26.01 Adjourn the Meeting. Next meeting is August 19, 2025 at MS/HS in the Auditorium.

Motion to adjourn meeting at 10:00 pm.

Draft

Moved by: Clark Goodrich

Seconded by: Caroline Jerome

Yea	Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, Clark Goodrich, Caroline Jerome, and Eric Knutsen

Motion Carries 7-0

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CAO

_____

Mayor

Draft

Special Board Meeting - Jul 22 2025 Minutes

Tuesday, July 22, 2025 at 6:00 PM

MS/HS Auditorium

1. Meeting Opening

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

We have a Tobacco policy in place, there is no smoking within 100 feet of any school building

1.03 Pledge of Allegiance

1.04 Roll Call: Rory Smith, Jenny Jared, Emily Mitchell-Marell, Caroline Jerome, Clark Goodrich, Eric Knutsen, Cindy Bishop

2. Architect/ Construction Manager Continued Discussion: Capital Project Planning

2.01 Members of Clark Patterson Lee and School House Construction—will be available to answer questions from the Board regarding the Capital Project.

3. Consent Agenda

3.01 Approve Consent Agenda

The Board hereby approves item numbers 3.02 - 3.05

Moved by: Emily Mitchell-Marell

Seconded by: Caroline Jerome

Draft

Motion Carries

3.02 Inter-School Transfers

The Board of Education hereby approves the following Inter-School Transfers:

Grade K - From Woodstock to Bennett ;

1st grade - From Woodstock to Bennett;

2nd grade- From Woodstock to Bennett;

2nd grade - From Woodstock to Bennett ;

3rd grade - From Woodstock to Bennett;

3rd grade - From Bennett to Woodstock

Carried

3.03 Budget Transfer

The Superintendent recommends the transfer of funds from the Unemployment Reserve to the Unemployment Insurance budget code to pay for NYS Unemployment Insurance billing. This expense is not budgeted in the general fund due to the existence of the reserve funds designated for this purpose.

Transfer amount $4,739.25 from reserve A815 description unemployment reserve to budget code A9050/800-10

Carried

3.04 Donations

The Superintendent recommends approval for the attached donations, each contributing to various initiatives within our district, and increasing their respective budgetary appropriations. The total amount for approval is $4,357.00.

Carried

Donation Spreadsheet for 24-25 BOE Approval 7.22.2025 Effective 6.30.2025 $4,357.00.pdf

3.05 Surplus Items

BE IT HEREBY RESOLVED on recommendation by the

Draft

Superintendent of Schools that the Board of Education of the Onteora Central School District declare the attached lists as surplus and authorizes the sale and/or disposal of these items

Carried

Library Discarded Materials.pdf
Rm#145 Surplus Items_.pdf Summer BOE Memo 2025.pdf
surplus-woodstock.pdf

4. Contracts and Independent Contractor Retainers

4.01 Approve all Contracts and Independent Contractor Retainers

The Board hereby approves item numbers 4.02 - 4.05

Moved by: Jenny Jared
Seconded by: Caroline Jerome

Motion Carries

4.02 ICR- G&R Inclusive Group

IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and G&R Inclusive Group retained as Professional Development Coach, effective July 23, 2025 through June 30, 2026 at a rate not to exceed $28,800.00 and authorizes the Superintendent to sign such an agreement.

Carried

G&R Inclusive Group ICR.pdf

4.03 ICR- Teachers College Advancing Literacy

IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Teachers College Advancing Literacy retained as

Draft

Professional Development Trainer, effective July 23, 2025 through June 30, 2026 at a rate not to exceed $30,600.00 and authorizes the Superintendent to sign such an agreement.

Carried

Teachers College Advancing Literacy ICR.pdf

4.04 Morningside Center for Teaching Social Responsibility

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Agreement between the Onteora Central School District and Morningside Center for Teaching Social Responsibility for Professional Development effective August 1, 2025 to June 30, 2026 at a rate not to exceed $31,125.00, with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

Carried

Onteora MOU 710.pdf

4.05 Agreement with Hellhound Movie , LLC

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Onteora Central School District approves entering into a license agreement with Hellhound Movie, LLC for use of the former Phoenicia Elementary School, subject to final review and recommendation of the terms and conditions by the District's attorneys, and further authorizes the Superintendent to sign such license agreement, a fully executed copy of which shall be filed with the District Clerk.

Carried

LICENSE AND USE AGREEMENT_Phoenicia_Hellhound Movie_draft.pdf

5. Policies

5.01 Second Reading and Adoption of Policy 7370 Students and Personal Electronic Devices

Students and Personal Electronic Devices policy 7370.pdf

The Board of Education hereby approves policy # 7370 as written

Moved by: Emily Mitchell-Marell

Seconded by: Rory Smith

Motion Carries

6. Adjournment

6.01 Adjourn the Meeting. Next meeting is August 19, 2025 at the Middle/High School in the Auditorium.

The meeting is adjourned at 8:07 pm.

Moved by: Jenny Jared

Seconded by: Caroline Jerome

Motion Carries

District Clerk

Draft

Special Meeting in Central Administration - Aug 05 2025 Minutes

Tuesday, August 5, 2025 at 9:00 AM

Central Administration

1. Meeting Opening

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

We have a Tobacco policy in place, there is no smoking within 100 feet of any school building

1.03 Pledge of Allegiance

1.04 Roll Call: Present: Trustee Smith, Trustee Jared, Trustee Mitchell-Marell, Trustee Goodrich, Trustee Bishop

Not Present: Trustee Jerome, Trustee Knutsen

2. Consent Agenda

2.01 Approve Consent Agenda

The Board hereby approves item numbers 2.02 and 2.03

Moved by: Clark Goodrich

Seconded by: Jenny Jared

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily Mitchell-Marell, and Clark Goodrich

Motion Carries 5-0

Draft

2.02 Personnel Agenda

The Board of Education hereby approves the personnel agenda as attached

Carried

8-5-25 personnel agenda.pdf

2.03 Memorandum of Agreement between OCSD and OAA to appoint Interim Assistant Director of PPS

BE IT RESOLVED that the Board of Education of the Onteora Central School District approves the attached Memorandum of Agreement with the Onteora Administrators' Association and Ms. Ariel McGrath regarding her appointment as Interim Assistant Director of Pupil Personnel Services from September 1, 2025 through June 30, 2026, at a prorated salary of $104,167.

BE IT FURTHER RESOLVED that terms of the agreement include provisions related to salary, leave accruals, and potential future placement, as outlined in the attached MOA.

Carried

MOA between OAA and OCSD.pdf

3. Discussion and Possible Action

3.01 Continued discussion on selecting priority capital project work

4. Adjournment

4.01 Adjourn the Meeting. Next meeting is August 19, 2025 in the Middle/High School.

The meeting is adjourned at 9:30 am.

Moved by: Clark Goodrich

Seconded by: Jenny Jared

Yea Jenny Jared, Rory Smith, Cindy Bishop, Emily

Draft

Mitchell-Marell, and Clark Goodrich

Motion Carries 5-0

_____

District Clerk

Draft

ONTEORA

CENTRAL SCHOOL DISTRICT

DISTRICT-WIDE SAFETY & EMERGENCY MANAGEMENT PLAN

UPDATED JUNE 2025

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State Requirements

Requirement	Required Action	Date	Check when Completed
The District-Wide School Safety Team was **appointed by the Board of Education**.[1]	**Appointed by the Board of Education on**:		☐
The District Chief Emergency Officer is[2]: Victoria McLaren, Superintendent, 845-657-6383 x1023, vmclaren@onteora.k12.ny.us	**District Chief Emergency Officer Appointed on:**		☐
The District-Wide School Safety Team conducted **annual review and updates** to the District-Wide School Safety Plan:[3]	**Annual Review and Updates completed on:**		☐
The District-Wide School Safety Plan was **made available for public comment** at least thirty days prior to its adoption by the Board of Education**:**[4] It is recommended that a **DRAFT** version of the plan be **posted on the district website for the 30-day comment period** (watermark is suggested)	**Public Comment Period Start Date:** **Public Comment Period End Date:**		☐
At least one **public hearing** that provided for the participation of school personnel, parents, students, and any other interested parties, was held prior to adoption of the plan.[5]	**Date of Public Hearing/Adoption**		☐
District-wide plan must be **submitted to the commissioner** within 30 days after its adoption, and no later than October 1st.[6]	**District plan submitted in the NYSED business portal (no later than October 1st):**		☐
The date the **Board Adopted District-Wide School Safety Plan was posted on District Website:**[7] Within 30 days from adoption and no later than October 1st.	**Date Posted (no later than October 1st):**		☐

[1] 155.17(b)(14) District-wide school safety team means a district-wide team appointed by the board of education, the chancellor in the case of New York City, or other governing board.
[2] 155.17(c)(1)(xix) the designation of the superintendent, or superintendent's designee, as the district chief emergency officer
[3] 155.17(a) Each district-wide school safety plan and building-level emergency response plan shall be reviewed by the appropriate school safety team on at least an annual basis, and updated as needed.
[4] 155.17(c)(3)(i) Each board of education, chancellor or other governing body shall make each district-wide safety plan available for public comment at least 30 days prior to its adoption.
[5] 155.17(c)(3)(i) Such district-wide plans may be adopted by the school board only after at least one public hearing that provides for the participation of school personnel, parents, students and any other interested parties.
[6] 155.17(c)(3)(i) Each district shall submit its district-wide safety plan and all amendments to such plan to the commissioner, in a manner prescribed by the commissioner, within 30 days after its adoption. Commencing with the 2019- 2020 school year, such district-wide plans must be submitted no later than October 1, 2019, and each subsequent October 1st thereafter.
[7] District-wide School Safety Plan Self-Assessment and Planning Tool, Within 30 days from adoption, and no later than October 1, each district must post their District-Wide Safety Plan on their district website. The URL must be submitted to the Education Department to comply with the requirement that the plan be submitted to the Commissioner within 30 days from adoption.

	District Wide School Safety Plan of District-wide School Safety Plan on District Website **URL was verified/checked to be sure the link is working**		
Date **training** was provided to staff on **Building-level Emergency Response Plans, school violence prevention** and **mental health by September 15th**: [8]	**Date of Training:**		☐

[8] 155.17(c)(1)(xiii) policies and procedures for annual multi-hazard school safety training for staff and students, provided that the district must certify to the commissioner that all staff have undergone annual training by September 15, 2016 and each subsequent September 15th thereafter on the building-level emergency response plan which must include components on violence prevention and mental health, provided further that new employees hired after the start of the school year shall receive such training within 30 days of hire or as part of the district's existing new hire training program, whichever is sooner;

Section I General Considerations and Planning Guidelines

Purpose

Emergencies in schools are defined as undesirable events that occur and have the potential to cause injury or illness to members of our school community or disrupt the orderly educational process. They range from acts of bullying or harassment to catastrophic natural or man-made events. Emergency management is the discipline of dealing with and avoiding risks. It is a discipline that involves preparing for an emergency situation or disaster before it occurs as well as supporting and rebuilding from the emergency after natural or human-made disasters have occurred.

Emergency management in our schools is the continuous process by which our staff, students, administrators, parents, school groups, emergency responders and our community manages hazards in an effort to avoid or mitigate the impact of disasters resulting from hazards. Preventive measures and good planning will reduce the likelihood that emergencies will occur and allow us to address those that do in an expeditious and effective manner.

Districts are required to develop district-wide school safety and emergency management plans designed to prevent and effectively manage such events to minimize the effects of serious incidents and emergencies. These plans also facilitate the coordination of the District with local and county plans and resources when incidents and emergencies occur.

The district-wide plan is responsive to the needs of all schools in the District and is consistent with the more detailed building-level emergency plans. Districts are vulnerable to a wide variety of acts of violence; and natural and manmade disasters. To address these threats, the State of New York has enacted the Safe Schools Against Violence in Education (S.A.V.E.) law. Project S.A.V.E. is a comprehensive planning effort that addresses prevention, response, and recovery with respect to a variety of emergencies in schools.

The Onteora Central School supports the S.A.V.E. legislation. As such, the Superintendent of Schools, Board of Education, and the entire District staff encourages and advocates on-going district-wide cooperation in support of Project S.A.V.E.

Superintendent's Directive

The Superintendent will serve as the District's Chief Emergency Officer (CEO)[9] whose duties shall include, but not be limited to:

1. Coordination of the communication between school staff, law enforcement, and other first responders;[10]
2. Leading the efforts of the district-wide school safety team in the completion and yearly update of the district-wide school safety plan and the coordination of the district-wide plan with the building-level emergency response plans;[11]
3. Ensuring staff understanding of the district–wide school safety plan;[12]
4. Ensuring the completion and yearly update of building-level emergency response plans for each school building.[13] The CEO will require each building principal to maintain a Building-level Emergency Response Plan in compliance with Commissioner of Education Regulation 155.17(2). Each plan should be updated annually with the assistance of the Building-level Emergency Response Planning Team. The plan shall provide for lockdown, secure lockout, shelter-in-place/shelter, evacuation (evacuate), early dismissal, fire and other emergency planning and notification (when necessary) to students and staff, annual drills and exercises, and coordination with local and county emergency preparedness administrators. These plans shall be submitted to the District's Safety Team for annual approval and incorporation into the overall District-wide Safety and Emergency Management Plan.
5. Assisting in the selection of security related technology and development of procedures for the use of such technology;[14]
6. Coordination of appropriate safety, security, and emergency training for district and school staff, including required training in the district-wide school safety plan and building-level emergency response plan;[15]
7. Ensuring the conduct of required evacuation and lockdown drills in a trauma-informed, developmentally, and age-appropriate manner that does not include props, actors, simulations, or other tactics intended to mimic a school shooting or other act of violence or emergency in all district buildings as required by Education Law section 807; [16] and
8. Ensuring the completion and yearly update of building-level emergency response plans by the dates designated by the commissioner.[17]

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[9] 155.17(1)(c)(xix) the designation of the superintendent, or superintendent's designee, as the district chief emergency officer whose duties shall include, but not be limited to:

[10] 155.17(c)(1)(xix)(a) coordination of the communication between school staff, law enforcement, and other first responders;

[11] 155.17(c)(1)(xix)(b) lead the efforts of the district-wide school safety team in the completion and yearly update of the district-wide school safety plan and the coordination of the district-wide plan with the building-level emergency response plans

[12] 155.17(c)(1)(xix)(c) ensure staff understanding of the district–wide school safety plan

[13] 155.17(c)(1)(xix)(d) ensure the completion and yearly update of building-level emergency response plans for each school building

[14] 155.17(c)(1)(xix)(e) assist in the selection of security related technology and development of procedures for the use of such technology

[15]155.17(c)(1)(xix)(f) coordinate appropriate safety, security, and emergency training for district and school staff, including required training in the district-wide school safety plan and building-level emergency response [plan] plan(s);

[16]155.17(c)(1)(xix)(g) ensure the conduct of required evacuation and lock-down drills in a trauma informed, developmentally, and age-appropriate manner that does not include props, actors, simulations, or other tactics intended to mimic a school shooting or other act of violence or emergency in all district buildings as required by section 807 of the Education Law

[17] 155.17(c)(1)(xix)(h) ensure the completion and yearly update of building-level emergency response plans by the dates designated by the commissioner

9. Ensures protocols for responding to a declared state disaster emergency involving a communicable disease are substantially consistent with the provisions of Section 27-C of the Labor Law.

Identification of School Teams

The District-wide Safety and Emergency Management Plan was developed pursuant to Commissioner's Regulation 155.17(b)(13) and NYS Education Law 2801-a[18]. At the direction of the Board of Education and under the direction of the Superintendent, a District-wide Safety Team will be utilized for emergency management within the District[19]. The Safety Team shall include, but is not limited to, representatives of the school board, teacher, administrator, and parent organizations, school safety personnel and other school personnel including bus drivers and monitors.

At the discretion of the board of education, a student may be allowed to participate on the safety team. [20] If the Board appoints or selects a student to participate on the safety team, in accordance with Regulation 155.17(b)(14) and EL 2801-A(4), no portion of a confidential building-level emergency response plan shall be shared with such student nor shall such student be present where details of a confidential building-level emergency response plan or confidential portions of a district-wide emergency response strategy are discussed.

The duties of the team shall include the development, review, and update of the District-wide Safety and Emergency Management Plan in compliance with Commissioner of Education Regulation 155.17. The District Safety Team should meet regularly throughout the year to conduct the following business:

1. Assess and review the District-wide Safety and Emergency Management Plan annually.

2. Make any necessary recommendations regarding emergency operations, planning, procedures, and/or protocols.

3. Conduct training sessions as necessary.

4. Meet with, oversee, and help guide the Building-level Emergency Response Planning Teams at each school as necessary.

5. Meet as needed with the District's Emergency Management Consultant to review protocols and procedures as well as receive training and instruction.

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[18] 2801-a Each district-wide school safety team shall be appointed by the board of education, or the chancellor in the case of the city school district of the city of New York, and shall include but not be limited to representatives of the school board, teacher, administrator, and parent organizations, school safety personnel, and other school personnel including bus drivers and monitors.

[19] 155.17(b)(14) District-wide school safety team means a district-wide team appointed by the board of education, the chancellor in the case of New York City, or other governing board. The district-wide team shall include, but not be limited to, representatives of the school board, teacher, administrator, parent organizations, school safety personnel, and other school personnel including bus drivers and monitors.

[20] 155.17(b)(14)/2801-A(4) At the discretion of the board of education, or the chancellor in the case of the city of New York, a student may be allowed to participate on the safety team, provided however, that no portion of a confidential building-level emergency response plan shall be share with such student nor shall such student be present where details of a confidential building-level emergency response plan or confidential portions of a district-wide emergency response strategy are discussed.

6. Meet with local government and emergency service organization officials to develop procedures for obtaining guidance and for emergency situations that exceed the expertise and/or resources of the District. These procedures may then be incorporated into the District's Emergency Management Plan.

7. Conduct all other business as deemed necessary.

District Safety Team[21]

Members listed here may be removed from the "additional emergency numbers" table

REQUIRED MEMBERS	NAME	TITLE	OFFICE PHONE	ALTERNATE NUMBER (optional)
School Board	Board Member/Parent Rep	Clark Goodrich		
Teacher	Teacher/OTA President	Scott Via	845-657-2373	
Administrator	Superintendent of Schools/Chief Emergency Officer	Victoria McLaren	845-657-8851	
	Assistant Superintendent of Pupil Personnel Services	Amanda Allison	845-657-6383 ext 1020	
	Assistant Superintendent of Curriculum and Instruction	Stephanie Laffin	845-657-8851	
	Assistant Superintendent for Business	Monica LaClair	845-657-8499	
	Principal – H.S./OAA	Lance Edelman	845-657-2373 ext2110	
	Principal – M.S./OAA	James DiDonna	845-657-2383 ext2210	
	Principal – Bennett/OAA	Gabriel Buono	845-657-2354 ext 4101	

[21] 155.17(b)(14) District-wide school safety team means a district-wide team appointed by the board of education, the chancellor in the case of New York City, or other governing board. The district-wide team shall include, but not be limited to, representatives of the school board, teacher, administrator, parent organizations, school safety personnel, and other school personnel including bus drivers and monitors. At the discretion of the board of education, or the chancellor in the case of the City of New York, a student may be allowed to participate on the safety team, provided however, that no portion of a confidential building-level emergency response plan shall be shared with such student nor shall such student be present where details of a confidential building-level emergency response plan or confidential portions of a district-wide emergency response strategy are discussed.

	Principal – Woodstock/OAA	Scott Richards	845-657-2316 ext 5101	
Parent Organization	Bennett PTA	Jenny Jared		
School Safety Personnel	School Resource Officer	Tom Sharon		
Bus Driver	Bus Driver/Dispatcher/ONTEA	Ray Clinton	845-657-2537	
Bus Monitor	Bus Monitor/Dispatcher/ONTEA	Ray Clinton	845-657-2537	
*Student (optional)				
Other School Personnel (below)	Director of Operations and Maintenance/ ONTSA	Kyle Harjes	845-657-6384	
	Director of Transportation	Nicole Sommer	845-657-2537	
	Guidance and Counseling Department Chairperson/OTA	Sarah Turck	845-657-2373	
	HS Nurse/OTA	Sabrina Blakely	845-657-2373	
	Social Worker/OTA	Maegan Schenker	845-657-2373	
	Director of Technology/ONTSA	John Reimer	845-657-2373	

Concepts of Operation

1. The District-wide School Safety and Emergency Management Plan will be directly linked to individual Building-level Emergency Response Plans for each school. Protocols developed in the District-wide School Safety and Emergency Management Plan will guide the development and implementation of Building-level Emergency Response Plans.

2. All District building plans have been standardized to the extent possible so that leadership decisions are consistent and leaders may be interchangeable as necessary. The training and expectations set at the district level are applicable to all building team members.

3. In the event of an emergency or violent incident, the initial response at an individual school will be by the Building-level Emergency Response Planning Team.

4. Once the Superintendent and/or their designee are notified, the District Emergency Response Team may be mobilized to respond, and when appropriate, local emergency officials will be notified. All will follow the emergency management protocols and practices outlined in the National Incident Management System (NIMS) and will practice Incident Command System (ICS) techniques to better manage these events.

Plan Review & Public Comment

1. The District-wide Safety and Emergency Management Plan shall be monitored and maintained by the District Safety Team. The District Safety Team shall review the plan annually before making it available for a 30-day comment period, a public hearing, and, finally, adoption by the Board of Education before September 1st of each year.[22]

2. On June 23, 2022, Governor Hochul signed Alyssa's Law, Chapter 227 of the Laws of 2022 (Chapter 227) which became effective immediately. Chapter 227 amends Education Law § 2801-a to require that district-wide school safety teams of public schools, boards of cooperative educational services, and county vocational education extension boards consider the usefulness of silent panic alarm systems when reviewing and amending district-wide safety plans.[23]

3. Building-level Emergency Response Plans shall be confidential and not subject to disclosure under Article 6 of the Public Officers Law or any other provision of law in accordance with Education Law Section 2801-a.

4. Full copies of the District-wide Safety and Emergency Management Plan and any amendments will be submitted to the New York State Education Department within 30 days of adoption and no later than October 1st each year.

[22] 155.17(a) By September first of each school year, every board of education of a school district, every board of cooperative educational services and county vocational education and extension board, and the chancellor of the City School District of the City of New York shall adopt a comprehensive district-wide school safety plan and building-level emergency response plans regarding crisis intervention and emergency response and management, and commencing with the 2023-2024 school year district-wide school safety plans shall include plans for the provision of remote instruction during any emergency school closure, provided that in the City School District of the City of New York, such plans shall be adopted by the chancellor of the city school district.

[23] EL 2081-A(f) District-wide school safety teams shall consider, as part of its reviews of the comprehensive district-wide safety plan, the installation of a panic alarm system. For purposes of this paragraph, "panic alarm system" shall mean a silent security system signal generated by the manual activation of a device intended to signal a life-threatening or emergency situation requiring a response from local law enforcement or, in the case of a school building located in a municipality in which there is no municipal police department, a location designated by the superintendent of state police and may include one or more of the following: wired panic button or buttons, wireless panic button or buttons or a mobile or computer application; The New York State Register, December 2022, https://dos.ny.gov/system/files/documents/2022/12/122822.pdf (page 12)

5. The Board of Education must formally adopt the District-wide Plan pursuant to Commissioner's Regulation, Section 155.17(c)(3).[24] This plan will be made available for public comment at least 30 days prior to its adoption.

6. Building-level Emergency Response Plans will be supplied to the appropriate local law enforcement agency and the State Police by October 1st of each year or within 30 days of adoption.[25]

[24] 155.17(c)(3)(i) Each board of education, chancellor or other governing body shall make each district-wide safety plan available for public comment at least 30 days prior to its adoption. Such district-wide plans may be adopted by the school board only after at least one public hearing that provides for the participation of school personnel, parents, students and any other interested parties. Each district shall submit its district-wide safety plan and all amendments to such plan to the commissioner, in a manner prescribed by the commissioner, within 30 days after its adoption. Commencing with the 2019-2020 school year, such district-wide plans must be submitted no later than October 1, 2019, and each subsequent October 1st thereafter.

[25]155.17 (c)(3)(ii) Each board of education, chancellor or other governing body or officer shall ensure that each building-level emergency response plan and any amendments thereto, is submitted to the appropriate local law enforcement agency and the State Police within 30 days of its adoption, but no later than October 1 for the 2020-2021 school year and each October 1st thereafter. Building-level emergency response plans shall be confidential and shall not be subject to disclosure under Article Six of the Public Officers Law or any other provision of law.

Section II Risk Reduction/Prevention and Intervention

Prevention and Intervention Strategies[26]

The District utilizes a variety of intervention strategies to reduce risk and prevent critical incidents.

1. The District utilizes trained multidisciplinary Threat Assessment Teams (a.k.a. Behavioral Assessment Teams) at each building to evaluate threats and implement the appropriate mitigation strategies. The District provides support and record keeping for the activities of each team.

2. The District has established building-level multidisciplinary Behavioral Assessment Team which assesses whether certain exhibited behaviors or actions need intervention or other support. The Behavioral Assessment Team convenes annually to conduct staff training sessions on the safety and emergency procedures of such team [27]

3. The District utilizes a multidisciplinary Behavioral Threat Assessment Team provided by Ulster County Threat Assessment Team that assesses whether certain exhibited behaviors or actions need intervention or other support. The Behavioral Threat Assessment Team is available to the district whenever a threat is identified and requires evaluation.

4. The District Safety Team may utilize table top exercises to discuss their roles during an emergency and their responses to a sample emergency situation.[28]

5. Any utilized school safety officers and other security personnel are trained annually with the assistance of one or more of the following collaborative relationships:

    - Emergency Responders
    - Regional BOCES
    - District Consultants

6. Training for school staff working in an incident control capacity may include:

[26] 155.17(c)(1)(iii) appropriate prevention and intervention strategies, such as:(a) collaborative arrangements with State and local law enforcement officials, designed to ensure that school safety officers and other security personnel are adequately trained, including being trained to de-escalate potentially violent situations, and are effectively and fairly recruited;(b) where applicable, the establishment and/or participation of, school or district staff in a multi-disciplinary behavioral assessment team to assess whether certain exhibited behaviors or actions need intervention or other support, including a school or district-level behavioral assessment team or, if available, a county or regional threat assessment team. Where such teams are utilized, the district-wide school safety plan shall describe the school, district, or county team and its purpose, and annual staff training on safety and emergency procedures shall include information regarding the purpose and procedures of such team. (c) nonviolent conflict resolution training programs; (d) peer mediation programs and youth courts; and (e) extended day and other school safety programs.

[27]155.17(c)(1)(iii)(b) where applicable, the establishment and/or participation of, school or district staff in a multi-disciplinary behavioral assessment team to assess whether certain exhibited behaviors or actions need intervention or other support, including a school or district-level behavioral assessment team or, if available, a county or regional threat assessment team. Where such teams are utilized, the district-wide school safety plan shall describe the school, district, or county team and its purpose, and annual staff training on safety and emergency procedures shall include information regarding the purpose and procedures of such team.

[28]155.15(4)(1)(xiv)(3) Tabletop exercises may be utilized by school and district safety teams as a training resource and may include a discussion-based activity for staff in an informal classroom or meeting-type setting to discuss their roles during an emergency and their responses to a sample emergency situation.

- Individual and group de-escalation techniques
- Non-violent conflict resolution skills and
- Peer mediation

7. The District may provide de-escalation techniques and nonviolent conflict resolution training to other staff annually. Each building has some staff trained in nonviolent conflict resolution.

8. Training may be available during staff development sessions, on conference days and via on-demand web-based training modules.

9. Procedures relating to building security including utilization of staff and security equipment are as follows:[29]

    1. All authorized staff members are expected to carry their classroom/office keys/swipe cards at all times.
    2. All staff members are expected to wear District-issued photo identification badges.
    3. After the designated start time of the school day, each school will be appropriately secured.
    4. All visitors must report to each building's designated single point of entry and sign in before proceeding further into the building.
    5. All contractors assigned to work in any building must first be authorized by the Facilities Department to receive an identification badge, which must be visible at all times when workers are on school property. All deliverables and delivery personnel must first be authorized by the Facilities Department, prior to delivery. An exception for regular food service deliveries may be made after the vendor has been authorized for the school year.
    6. The District has executed Memorandums of Understanding (MOU) with Security Providers as required by NYS Regulation[30].
    7. Extended day and other school safety programs - The district school buildings and facilities provide a valuable resource to our students and community after the conclusion of the school day. The following are strategies utilized during after-school hours:

[29] 155.17(c)(1)(xi)(a) policies and procedures relating to school building security, including, where appropriate: (a) the use of school safety or security officers and/or school resource officers. Beginning with the 2019-20 school year, and every school year thereafter, every school shall define the areas of responsibility of school personnel, security personnel and law enforcement in response to student misconduct that violates the code of conduct.

[30] 155.17(c)(1)(xi)(a)/2801-a A school district or charter school that employs, contracts with, or otherwise retains law enforcement or public or private security personnel, including school resource officers, shall establish a written contract or memorandum of understanding that is developed with stakeholder input, including, but not limited to, parents, students, school administrators, teachers,collective bargaining units, parent and student organizations and community members, as well as probation officers, prosecutors, defense counsels and courts that are familiar with school discipline. Such written contract or memorandum of understanding shall define the relationship between a school district or charter school, school personnel, students, visitors, law enforcement, and public or private security personnel. Such contract or memorandum of understanding shall be consistent with the code of conduct, define law enforcement or security personnel's roles, responsibilities and involvement within a school and clearly delegate the role of school discipline to the school administration. Such written contract or memorandum of understanding shall be incorporated into and published as part of the district safety plan.

- To the degree possible, access to areas of the school building is limited to only those needed for activities.
- Some buildings may use a modified point of entry.

10. The district has established a comprehensive **After School Annex** to safely manage after-school events, including athletic activities and programs, ensuring a secure and welcoming environment for all attendees. These guidelines outline protocols for visitor management, crowd control, emergency preparedness, and coordination with law enforcement as needed. This detailed annex can be found in each confidential building-level safety plan.

11. In compliance with recent legislation that established a plan to address extreme heat conditions, the district has developed a Maximum Temperature in Schools Annex. These plans include monitoring room temperatures, implementing heat mitigation strategies, and relocating students and staff when practicable. In the event of a heat emergency, the district will activate the protocols outlined in the Building-level Emergency Response Plans. The district will also address medical needs, transportation, and the emergency notification of parents and guardians as outlined in the Building-level Emergency Response Plans.

The District continually investigates other security measures and conducts staff development training to ensure schools are as safe as possible. Security measures include:

a. Security personnel
b. Surveillance cameras
c. Door-lock (buzzer) entry systems
d. Portable Radios
e. Alarm Systems
f. Keypad or swipe entry systems
g. Single or limited points of entry

Improving Communication with Students

Each of the schools within the district provides a wealth of school safety-related initiatives aimed at improving communication among students, between students and staff, and between administration and parents or persons in parental relation.[31] These programs may include peer mediation, bullying prevention, conflict resolution, social skills development, managing emotions and components of character education. Students are involved in a wide variety of safety activities through both their classes as well as through work with school counselors, social workers, and school psychologists. By

[31]155.17(c)(1)(xvi) strategies for improving communication among students, between students and staff and between administration and parents or persons in parental relation regarding reporting of potentially violent incidents, such as the establishment of youth-run programs, peer mediation, conflict resolution, creating a forum or designating a mentor for students concerned with bullying or violence and establishing anonymous reporting mechanisms for school violence;

October 1st of each school year, the superintendent and chief school administrator have provided written information to all students and staff about emergency procedures.[32]

Each building has established a mechanism for the anonymous reporting of school violence and harassment and has communicated this to students and parents.[33]

The school district's Code of Conduct is accessible to parents and students and reviewed with all students in the beginning of the school year. During the review with students, bullying, discrimination, harassment and violations of the Code of Conduct, along with consequences are discussed.

All staff members are trained in recognizing and effectively dealing with these behaviors, as outlined in the Code of Conduct.

In addition, each school has a wide range of programs and supports that impact school safety. These may include offering a variety of clubs, classroom lessons, small group lessons and/or individual counseling sessions, school-wide meetings, morning meetings in classrooms, assemblies, mindfulness rooms, yoga and movement breaks, and a variety of wellness opportunities.

Reporting Threats or Acts of Violence

Students, staff, parents and others are informed annually about the importance of reporting threats or acts of violence and the procedures of reporting.

The District has developed a system for reporting threats and actual acts of violence. The procedure for reporting is as follows:

- Students are instructed to report threats and acts of violence to staff members.
- Each school has designated a reporting process, which can be done anonymously.
- Staff members are required to report all student referrals to the administration for investigation.
- Staff training programs meet S.A.V.E. requirements. Instruction on issues of school safety is provided to all employees each year.

[32] 155.17(g) Instruction. Each public school superintendent and each chief school administrator of an educational agency other than a public school shall take action to provide written information, by October 1st of each school year, to all students and staff about emergency procedures.

[33] 155.17(c)(1)(xvi) strategies for improving communication among students, between students and staff and between administration and parents or persons in parental relation regarding reporting of potentially violent incidents, such as the establishment of youth-run programs, peer mediation, conflict resolution, creating a forum or designating a mentor for students concerned with bullying or violence and establishing anonymous reporting mechanisms for school violence;

Drills and Exercises:[34]

General Guidelines for Drills

Trauma-Informed Approach: All drills conducted during the school day with students present will be conducted in a trauma-informed, developmentally, and age-appropriate manner. Props, actors, simulations, or tactics mimicking a school shooting, incident of violence, or other emergencies are strictly prohibited.[35] (Effective 7/31/24) The New York State Fire Code requires that the fire alarm be used in an evacuation (evacuate) drill, and it is not considered a prop.

Annual Training: Drills will be conducted only after annual training in emergency procedures has been provided to students and staff.

Varied Scheduling: Drills will be scheduled on different dates, days of the week, and during different times of the school day.[36]

Exclusions for Unplanned Events: Unplanned evacuations or false alarms do not count as a required drill. Evacuations made necessary by the unplanned activation of the fire alarm system or by any other emergency shall not be substituted for a required evacuation (evacuate) drill.[37]

Student/Staff Notification: At the time that drills are conducted, students and staff shall be informed that the activities being conducted are a drill. Provided, however, that students and staff shall not be informed in advance of evacuation (evacuate) drills. (Effective 7/31/24)[38]

Parental Notification: Parents or persons in parental relation will be given advance notice of each drill being conducted within one week prior to the drill.[39] (Effective 7/31/24) Procedures for notifying parents or persons in parental relation will include:

1. **Official Letter or Email**
    - Timing: **Within one week** before the drill.
    - Include the following information:

[34] 155.17(c)(1)(xiv) procedures for review and the conduct of drills, tabletop exercises, and information about emergency procedures and drills, including information about procedures and timeframes for notification of parents or persons in parental relation regarding drills and other emergency response training(s) that include students. At their discretion, schools and districts may participate in full-scale exercises in coordination with local and county emergency responders and preparedness officials.

[35] 155.17(c)(1)(xiv)(1) Drills conducted during the school day with students present shall be conducted in a trauma-informed, developmentally, and age-appropriate manner and shall not include props, actors, simulations, or other tactics intended to mimic a school shooting or other act of violence or emergency.

[36]155.17 (c)(2)(vii)(c) be completed on different dates, days of the week, and during different times of the school day; and

[37] 401.7 New York State Fire code (pg 59)

[38] 155.1(c)(1)(xiv)(2) At the time that drills are conducted, students and staff shall be informed that the activities being conducted are a drill. Provided, however, that students and staff shall not be informed in advance of evacuation drills.

[39] 155.17(c)(2)(vii)(d) parents or persons in parental relations shall be given advance notice of each drill being conducted within one week preceding any such drill.

- General time frame of the drill
    - (e.g., Sometime the week of [month/date], [school name] will have a [drill type] drill
- Type of drill (e.g., fire drill, lockdown drill)
- Purpose of the drill
- Importance of the drill for student safety
- Contact information for questions or concerns

2. **Automated Phone Calls and Text Messages**
    - Timing: **Within one week** before the drill.
    - Use the school's automated messaging system to send a notification.
    - Include the following information:
        - General time frame of the drill
            a. (e.g., Sometime the week of [month/date], [school name] will have a [drill type] drill
        - Type of drill (e.g., fire drill, lockdown drill)
        - Purpose of the drill
        - Importance of the drill for student safety
        - Contact information for questions or concerns
3. **Printed Notices**
    - Timing: **Within one week** before the drill.
    - General time frame of the drill
        - (e.g., Sometime the week of [month/date], [school name] will have a [drill type] drill
    - Send printed notices home with students.
    - Include the following information:
        - General timeframe of the drill
        - Type of drill (e.g., fire drill, lockdown drill)
        - Purpose of the drill
        - Importance of the drill for student safety
        - Contact information for questions or concerns
4. **Post-Drill Follow-Up**
    - Timing: Immediately after the drill.
    - Send a follow-up letter or email to parents/guardians summarizing the drill, what went well, and any areas for improvement.
    - Reassure parents that the drill was conducted safely and effectively**.**

Required Drills

Evacuation (Evacuate) Drills: Eight (8) evacuation (evacuate) drills will be conducted each year, with six (6) completed between September 1 and December 31. Four (4) of these drills must involve the use of fire escapes on buildings where fire escapes are provided or other secondary means of egress such as different corridors, hallways, stairways, and exit doors.[40] [41] Students will be instructed in the procedure

[40] 155.17(h)(i) Four drills shall be through the use of the fire escapes on buildings where fire escapes are provided or through the use of identified secondary means of egress, such as through different corridors, hallways, stairways, and exit doors. Drills shall be conducted at different times of the school day

[41] EL §807.1 four of the required drills must be through use of the fire escapes on buildings where fire escapes are provided or through the use of identified secondary means of egress

to be followed in the event that a fire occurs during the lunch period or assembly. This instruction may be waived if a drill is held during the regular school lunch period or assembly[42]

Lockdown Drills: Four (4) lockdown drills will be conducted annually, with two (2) completed between September 1 and December 31.

Emergency Dismissal Drill: One (1) emergency dismissal drill will be conducted to test early dismissal procedures, occurring no more than 15 minutes before the normal dismissal time. Parents will be notified of these drills at least one week prior. Transportation Officials and District staff may also take place in conducting an evaluation of this drill. This drill also allows the District to test the usefulness of the communications and transportation system during emergencies.[43]

Additional Evacuation (Evacuate) Drill Requirements

Residential Schools: Four (4) additional drills must be conducted during the hours between sunset and sunrise for schools with student sleeping accommodations.[44]

Summer School: At least two (2) additional drills are required in buildings used for summer school, with one (1) drill held during the first week.

After-School Programs, Events, and Performances: For after-school programs, events or performances conducted within a school building that include persons who do not regularly attend classes in the building, the principal or other person in charge of the building must require the teacher or person in charge of the after-school program, event or performance notify attendees of the procedures to be followed in an emergency.[45]

Optional Drills

Shelter-in-Place/Shelter and/or Secure Lockout Drills: While not required, each school in the District may conduct Shelter-in-Place/Shelter and/or Secure Lockout drills in addition to those drills required by New York State regulation. The appropriate Police Department may, upon mutual agreement with the District, participate in some or all of the drills and offer feedback regarding the effectiveness of these drills.

Full Scale Exercises: The district may opt to conduct functional exercises with emergency response agencies to involve staff, students and parents in realistic drills. Exercises that include props, actors, simulations, or other tactics intended to mimic a school shooting or other act of violence or emergency

[42]155.17(h)(ii) Pupils shall be instructed in the procedure to be followed if an emergency occurs during a lunch period or assembly, provided however, that such additional instruction may be waived where a drill is held during the regular school lunch period or assembly.

[43] 155.17(h)(3) Emergency Dismissal drills shall test the usefulness of the communications and transportation system during emergencies.

[44] 155.17(h)(1)(i) Four additional drills shall be held in each school year during the hours after sunset and before sunrise in school buildings in which students are provided with sleeping accommodations.

[45] 807.1-a for after-school programs, events or performances conducted within a school building and include persons who do not regularly attend classes in the building, the principal or other person in charge of the building must require the teacher or person in charge of the after-school program, event or performance notify attendees of the procedures to be followed in an emergency.

may not be conducted on a regular school day and when school activities such as athletics are occurring on school grounds. Such exercises may not include students without written consent from parents or persons in parental relation.[46]

The district does not plan to conduct functional exercises with emergency response agencies that involve staff, students, and parents in drills using props, actors, simulations, or other tactics intended to mimic a school shooting or other act of violence or emergency. If this policy were to change in the future, any such exercises would not be conducted on a regular school day or when school activities such as athletics are occurring on school grounds. Additionally, no students would participate in these exercises without written consent from parents or persons in parental relation.

Procedures for obtaining written consent for students to participate in full-scale exercises from parents parents or persons in parental relation will include:[47]

1. **Distribution of Consent Forms:**
    - Consent forms will be distributed to parents through the following methods:
        - **Mail**: Consent forms will be sent to parents' home addresses.
        - **Home with Students**: Students will bring consent forms home in their backpacks.
        - **Email**: Electronic consent forms will be sent to parents' registered email addresses.
        - **School Newsletter**: A detachable consent form will be included in the monthly school newsletter.
        - **Parent Portal**: Consent forms will be available on the school's parent portal.
2. **Content of Consent Forms:**
    - The consent form will include:
        - A detailed description of the full-scale exercise, including date, time, and activities involved.
        - Potential risks and safety measures in place.
        - Instructions for completing and returning the form.
3. **Return of Consent Forms:**
    - Parents can return signed consent forms through the following methods:
        - **Mail**: Forms can be mailed back to the school.
        - **Home with Students**: Students can return forms to their homeroom teachers.
        - **Email**: Scanned copies of signed forms can be emailed to the designated school email address.
        - **Parent Portal**: Digital consent forms can be submitted through the parent portal.
4. **Follow-Up and Reminders:**

[46]155.17(c)(1)(xiv)(4) Schools and districts that opt to participate in full-scale exercises in conjunction with local and county emergency responders and preparedness officials that include props, actors, simulations, or other tactics intended to mimic a school shooting or other act of violence or emergency shall not conduct such exercises on a regular school day or when school activities such as athletics are occurring on school grounds. Such exercises may not include students without written consent from parents or persons in parental relation.

[47] 155.17(c)(1)(xiv)(4) ... Such exercises may not include students without written consent from parents or persons in parental relations.

- The school will send reminders via email, text messages, and phone calls to ensure that all parents submit the consent forms in a timely manner.

5. **Record Keeping:**
    - The school will maintain a digital record of all returned consent forms. This record will be securely stored and accessible to authorized school personnel.

Training and Review Processes

Training for Students: Prior to the first annual drill, staff shall review emergency response procedures and drill requirements with students during class time, providing an opportunity for students to ask questions about any unclear procedures.

Building-level Emergency Response Planning Team and District Administration Team Training: Each Building-level Emergency Response Planning Team and representatives of the District administration engage in tabletop exercises facilitated by the district's emergency management consultant. Emergency response agencies are encouraged to participate in these exercises.[48]

Drill Review and Protocol Updates: In addition to post-drill debriefings conducted by each building-level emergency response planning team, each building will complete a drill evaluation form that will be submitted to the district-wide safety team for periodic review, which includes observations from the drill as well as any additional feedback obtained from building personnel. Changes to procedures are made as needed. The district-wide safety team should evaluate communications and transportation systems during emergencies.[49]

Local Emergency Responder Involvement: The appropriate Fire and Police Departments may, upon mutual agreement with the District, participate in some or all evacuation (evacuate) and lockdown drills, offering feedback on the effectiveness of building evacuation during a fire and the overall effectiveness of lockdown procedures.

Special Provisions

Building Occupants with Special Needs: Prior to the commencement of each school year, the Building-Level Emergency Response Planning Team shall conduct an inventory of any special needs students. Appropriate accommodations for the school year will be incorporated into each Building-Level Emergency Response Plan.

[48] 155.17(c)(1)(xiv)(3) Tabletop exercises may be utilized by school and district safety teams as a training resource and may include a discussion-based activity for staff in an informal classroom or meeting-type setting to discuss their roles during an emergency and their responses to a sample emergency situation.

[49] 155.17(h)(3) Emergency Dismissal drills shall test the usefulness of the communications and transportation system during emergencies.

Communication

Staff Information: Information about drills will be included in the teacher's manual or handbook as mandated by Education Law §807.2.

A summary of drill procedures are detailed in each of the Building-Level Emergency Response Plans.

Staff Development Training:

All general staff will receive training on District-wide procedures as well as specific procedures contained within their respective building-level emergency response plan. This training shall occur prior to September 15th of each school year or within 30 days of joining the district. This training will be conducted at a staff development day in August, online or a combination of both.[50]

The District will provide advanced training for each Building-level Emergency Response Planning Team and District-wide Safety Team annually. Effective July 1, 2025, the training will include a description of the roles and responsibilities of the Building-level Emergency Response Planning Team, the building-level Incident Command System including the roles and responsibilities of designated staff, and the building level-emergency response plan procedures for implementing the following required emergency response terms: shelter, hold, evacuate, secure lockout, and lockdown. The required training shall also include the procedures for conducting drills, including whether classrooms will be released from lockdown by law enforcement or school or district administrators during drills, and the district and building policies, procedures, and programs related to safety including those which include components on violence prevention and mental health.[51]

Additional training includes but is not limited to:

- De-escalation training
- Warning signals for violence and mental health concerns
- Non-violent conflict resolution
- Student School Emergency Response Procedures Training

[50]155.17(c)(1)(xiii) policies and procedures for annual multi-hazard school safety training for staff and students, provided that the district must certify to the commissioner that all staff have undergone annual training by September 15, 2016 and each subsequent September 15th thereafter on the building-level emergency response plan which must include components on violence prevention and mental health, provided further that new employees hired after the start of the school year shall receive such training within 30 days of hire or as part of the district's existing new hire training program, whichever is sooner;
**Please note, the terminology in this paragraph has been pulled directly from the law language, and therefore the terminology remains shelter, hold, evacuate, secure lockout, and lockdown.
[51]155.17(2)(xiii) https://www.regents.nysed.gov/sites/regents/files/424p12d2.pdf

Proactive Building Security Measures

1. The District buildings use limited points of entry. All doors are locked. Signs are in place directing visitors to sign-in at the reception desk at each school. Main doors are controlled by remote "buzzer" entry during normal school hours.

2. All schools have greeters or office staff members just inside the entrance to each school in the District. These individuals ensure visitor sign-in procedures and help supervise building traffic flow. The building principals are responsible for supervision of the greeters and other staff.

3. Staff members are required to wear visible identification badges.

4. Visitors are required to sign in and wear visitor identification.

5. Visitor access is limited to specific areas of the school building.

Vital Educational Information[52]

Information on each building's student and staff, transportation needs, and the telephone numbers of key officials are outlined in each Building-level Emergency Response Plan. The purpose of including such information in the Building-level plan is to ensure coordination or coverage in the event of a serious incident.

Early Detection of Potentially Dangerous Behavior [53]

This section contains the District policy and procedure for disseminating information regarding early detection of potentially dangerous behavior.

1. A "plain language" summary of the District's Code of Conduct is provided to all students in the District at the start of every school year to ensure that all students understand acceptable behavior in the school setting. The Code of Conduct delineates, among other behavior, lack of tolerance for harassment, discrimination, bullying and violence.

2. A "plain language" summary of the District's Code of Conduct is mailed or emailed to all parents/guardians of students in the District at the start of each school year, and is disseminated at the time of registration thereafter.

[52] 155.17(2)(ix)Except in a school district in a city having a population of more than one million inhabitants, the chief executive officer of each educational agency located within a public school district shall provide to the superintendent of schools information about school population, number of staff, transportation needs and the business and home telephone numbers of key officials of such educational agencies.
[53]155.17(c)(1)(xii) policies and procedures for the dissemination of informative materials regarding the early detection of potentially violent behaviors, including but not limited to the identification of family, community, and environmental factors to teachers, administrators, school personnel including bus drivers and monitors, parents [and] or other persons in parental relation to students of the school district or board, students and other persons deemed appropriate to receive such information;

3. All new employees will be provided with a copy of the Code of Conduct at the time of hire. All teachers and other staff members will be provided with a copy of the Code of Conduct annually.

4. Efforts are made on the building level in each of the District's schools to identify, prevent, and resolve potentially dangerous behavior at the earliest possible stage. Teams meet regularly in each building in order to work with classroom staff in identifying and preventing potentially dangerous behavior. School counselors, school psychologists, school social workers, nurses, outside agencies (when appropriate), administrators, teachers, bus drivers and monitors, parents/guardians and students may be involved in this process.

5. District students at all grade levels participate in instruction guided by evidence-based violence prevention/intervention programs. Elements of these programs support students in identifying potentially violent or problematic situations with peers and in developing strategies to address these such as reporting to an adult.

6. Secondary health curricula incorporate information regarding emotional health, the impact of drugs and alcohol on an individual's behavior, and on responsible decision-making.

7. Each of the District's school psychologists/social workers may facilitate counseling groups for identified students around issues related to poor social skills development, managing emotions, and good decision-making.

8. Certified and noncertified staff members working with students who have been identified by the Committee on Special Education as being at-risk for engaging in violent behaviors receive annual training in crisis prevention and intervention.
9. The District may work in collaboration with building-level and District-wide PTAs to offer parents/guardians information regarding early-warning signs of potentially dangerous and/or violent behavior, as well as a forum to discuss specific parental concerns.

Police Agencies

The District buildings fall within the jurisdiction of the following police departments:

Agency	Phone Number
Olive Police Department	845-331-3115
Shandaken Police Department	845-688-9902
Woodstock Police Department	845-679-2422
Ulster County Sheriff's Office	845-338-3640
New York State Police (TROOP F)	845-344-5300

Hazard Identification

Identification of Potentially Dangerous or Hazardous Sites:

Each school will identify and locate areas of potential emergencies in and around its building. The Director of Facilities and building custodians will locate these sites.

1. These sites are to include electrical, gas, heating, ventilation, water supply and sewage systems locations and shut-off valves. Local fire department personnel have and will continue to participate in these efforts.

2. These sites of potential emergencies will be listed in each Building-level Emergency Response Plan supplied to police, fire, emergency management services, and District personnel.

3. Potentially dangerous sites indicated below that are contained within school property and under the jurisdiction of the school district, will be checked regularly and inspected by building safety personnel on a regular schedule, at least annually. They include but are not limited to:

    - Electrical panels/shut-offs
    - Gas lines/shut-off
    - Gas appliances
    - Heating plant
    - Sewage system
    - Structural failure
    - HVAC
    - Water supply/shut-off
    - Chemical storage and cleaning supplies
    - Paper supply storage
    - Industrial arts room
    - Science rooms and labs
    - Isolated areas near the school
    - Nearby aqueduct, streams, ponds, rivers (flooding)
    - Steep areas near school
    - Unprotected exterior gas/electric, air conditioning supplies or equipment

- Playground equipment

School Safety Personnel Allocations, Hiring, Duties, and Training[54]

School Resource Officers

This plan includes contracts or memoranda of understanding that define the relationship between the district, personnel, students, visitors, law enforcement, and public or private security personnel. These contracts or memoranda are consistent with the Code of Conduct, and define the roles, responsibilities, and involvement in the schools of law enforcement or security personnel. The role of school discipline is delegated to school administration.

Security Allocations

A. At the elementary and middle school level, there is a single point of entry for visitors at each building and visitors to the school must be buzzed into the building, sign in and receive an identification badge issued by a safety greeter. Staff in the building all wear district-produced identification badges which must be worn at all times. Staff is trained to report to the main office any person they observe who is not wearing a badge.

B. At the high school level, there is a single point of entry for visitors, which is staffed during normal school hours by one of several staff members or safety personnel assigned to the High School. Visitors to the school must be buzzed into the building, sign in and receive an identification badge issued by a safety greeter. Staff in the building all wear district-produced identification badges, which must be worn at all times. In addition, safety personnel are assigned to areas throughout the building.

Hiring

The interviewing and hiring of safety personnel follows the district's practices for hiring of new staff. All new staff employed by the District must be fingerprinted in order to be employed.

Duties and Training

Greeters

- buildings are staffed during regular school hours
- primarily responsible for enforcement of the visitor protocols
- perform perimeter patrols
- detection of hazards
- deter and report unlawful activity
- provide escorts for parents and students when needed

[54] 155.17(c)(1)(xvii) a description of the duties of hall monitors and any other school safety personnel, the training required of all personnel acting in a school security capacity, and the hiring and screening process for all personnel acting in a school security capacity;

- members of building-level emergency response planning teams

Secondary School Monitors

- staffed at select elementary, both middle schools and high school
- actively monitor the building and support the staff with student safety and traffic
- provide student supervision
- check that school procedures are being adhered to
- guide the arrival and dismissal processes

School Security Monitors

- perform perimeter patrols
- staffed during regular school hours at the high school as well as for special events in the evening and on weekends
- enforce our visitor policy as well as actively monitor the building and support the staff with student safety and traffic

Required training includes:

- School violence prevention and intervention training
- Site-specific training including review of all manuals (e.g., school district policies, Code of Conduct, District-wide School Safety Plan, School Handbook, etc).
- Right-to-know training
- Blood borne pathogen training

Section III Response

Notification and Activation - Internal and External Communications

Internal

After receiving the information from the Incident Commander at the scene, an email will be sent from the Superintendent's office to all administrators and administrative offices alerting them to the nature and status of any incident in the district. The mass communication system may be used to provide information as deemed appropriate by the Incident Commander. Portable radios will also be used when possible.

External

Anyone with knowledge of an emergency event is encouraged to immediately call 911.

The District's mass communication system will be used to provide information to parents/guardians and emergency contacts. The District website may also be used to provide updated information throughout an incident as deemed appropriate by the Incident Commander. Schools may also use their websites, groups, and hotlines for announcements or updates as directed by the Incident Commander.

When an emergency requires notification of parents and students, the Superintendent or his designee will provide updated information to parents and students through the emergency notification system. Additional information may also be found on the District's website:
https://www.onteora.k12.ny.us/about

During an emergency, all contact with the media will be handled either by the Superintendent or their designee. The media and public will be informed and updated as soon as practicable on all developments in statements released by the Superintendent or their designee. Students, staff and parents should refer all questions and requests for information to the Superintendent in order to assure the release of factual and current information. The Superintendent may refer such requests to the Public Information Officer for response.

By definition, emergency events are unforeseen and unpredictable. The safety of students and staff is the primary focus of all activities surrounding an emergency event. Every effort will be made to contact parents and the general public once the situation has stabilized.

Situational Responses

Multi-Hazard Response

In the event of an emergency, a Command Center will be set up at a safe location in collaboration with emergency responders. Each building has specific plans for dealing with a wide range of hazards.

Specific response procedures are sensitive in nature and therefore are contained within each confidential building-level emergency response plan.

In each emergency, the building's administrator will contact the District office for assistance. The District office will provide support as appropriate and deemed necessary by the Incident Commander on the scene (i.e. sending additional mental health resources). The Superintendent or their designee will be the sole contact person for releasing information to the media and for communicating the status of the emergency with other District schools, out-of-district schools, private schools, and outside agencies.[55]

Response Protocols

Written information on emergency response procedures is disseminated to parents, age-appropriate students and staff via email by October 1st annually. This non-sensitive information may also be found on the district website.[56]

School Cancellation

- The Superintendent or their designee will monitor any situation that may warrant a school cancellation and will make the determination to do so.
- The Public Information Officer will activate use of the District's mass communication system.
- The Public Information Officer will contact local media, post the information on the website and social media sites utilized by the District.

Early Dismissal

- The Superintendent or their designee will monitor any situation that may warrant an early dismissal and will make the determination to do so.
- The Operations Chief will designate people to arrange transportation for students.
- The Public Information Officer will activate use of the District's mass communication system.
- The Public Information Officer will contact local media, post the information on the website and social media sites utilized by the District.
- The Liaison Officer will notify each of the building principals.

Evacuation (Evacuate)

- The Superintendent or their designee will determine the level of the threat.
- The Operations Chief will contact the transportation supervisor to arrange transportation. They will also arrange for student-parent reunification.
- The Safety Officer will clear all evacuation routes and sites prior to evacuation
- Principal(s) will evacuate all staff and students to prearranged evacuation sites as outlined in building plans. They will report to the superintendent or their designee any missing staff or students.

[55] 155.17(c)(1)(xviii) in the case of a school district, except in a school district in a city having more than one million inhabitants, a system for informing all educational agencies within such school district of a disaster;
[56] 155.17(g)Each public school superintendent and each chief school administrator of an educational agency other than a public school shall take action to provide written information, by October 1st of each school year, to all students and staff about emergency procedures.

Shelter-in-Place/Shelter Sites (internal and external)

- The Superintendent or their designee will determine the level of the threat and communicate with building principal(s) who are affected by the emergency.
- Principal(s) will move all staff and students to pre-arranged shelter-in-place/shelter sites as outlined in building plans. They will report any missing staff or students.
- The Logistics Chief will make appropriate arrangements for human needs in the event of a long-term situation.

Protocols for Responding to Bomb Threats, Hostage-takings, Intruders, Abduction, and Other Emergency Situations[57]

The District has procedures and provides training for emergencies. Specific response steps are confidential and contained within each Building-level Emergency Response Plan. Emergencies include but are not limited to the following situations.

- Abduction/Kidnapping
- Armed Intruders / Active Shooters
- Bomb Threats
- Cyber Security Annex
- Early or Alternate Emergency Dismissal
- Earthquakes
- Explosions
- Fires
- Hazardous Material Incident
- Homeland Security Threats
- Hostage Situations
- Infectious Disease
- Missing Child/Elopement
- Severe Weather
- Student-Made Threats
- Suicidal Students
- Suspicious Package Protocol
- Suspicious Persons
- Swatting

[57] 155.17(c)(1)(xv) the identification of appropriate responses to emergencies, including protocols for responding to bomb threats, hostage-takings, intrusions and kidnappings;

Responses to Implied or Direct Threats of Violence[58]

1. Students are required to inform school staff about any direct or indirect threat of violence or actual act of violence to themselves, others or school property.

2. Staff members are required to immediately inform the Principal or their designee of any direct or implied threat of violence or actual act of violence by students, teachers, or other school personnel including bus drivers and monitors as well as visitors to the school, including threats by students against themselves, which shall include suicide. The Principal or their designee decides whether to utilize the building's trained clinician(s) in an effort to de-escalate or defuse the situation.

3. The district disseminates educational material, including but not limited to emails and formal brochure, encouraging parents and visitors to tell school staff about any direct or implied threat of violence or actual acts of violence by students, teachers, other school personnel and visitors to the school, including threats by students against themselves.

4. After considering the specificity/generality of the threat or severity of the violent act, the Principal or their designee will determine whether to immediately contact the Superintendent of Schools or the Assistant Superintendent to advise them of the threat, obtain assistance to determine the severity of the threat or report the violent act. The Principal will have the discretion to report minor incidents to the Superintendent verbally and/or in memorandum form after the situation has been resolved.

5. Each building has the availability of a Threat Assessment Team. This is a multi-disciplinary team that uses a nationally recognized evidence-based model to evaluate threats and implement the necessary mitigation steps to help prevent a threat from escalation to an act of violence.

6. The building administrator will investigate reported threats of violence and will make the determination of disciplinary measures consistent with the District's Code of Conduct.

[58] 155.17(c)(1)(i)policies and procedures for responding to implied or direct threats of violence by students, teachers, other school personnel including bus drivers and monitors, and visitors to the school, including threats by students against themselves, which for this subdivision shall include suicide;

Responses to Acts of Violence[59]

1. The Principal or their designee will determine whether to contact law enforcement personnel. **Threats or actions placing students, staff and others in imminent danger require an immediate LOCKDOWN protocol followed by a call to the police and the District Superintendent (if safe to do so)**. Violent offenses defined in the S.A.V.E. regulations will also require the involvement of the police.

2. The Principal, and/or their designee then determine the appropriateness of directing the Building-level Emergency Response Team to be activated.

3. The Building-level Emergency Response Planning Team consisting of trained staff and school personnel may assist with an Evacuation (Evacuate), Secure Lockout, Shelter-in-Place/Shelter, Hold-in-Place/Hold, or Early Dismissal and will follow the appropriate protocol (see appendices for further information). The Incident Command System (ICS) under the National Incident Management System (NIMS) should be followed as closely as possible to ensure good coordination between the building-level teams, District leadership, and responding agencies.

4. If the threat of violence or danger is imminent, a Lockdown may be utilized. A Lockdown is time sensitive and therefore may be requested by any school staff member based on the incident and timely need for the Lockdown. During the Lockdown, all school staff, students, and visitors (including all Building-level Emergency Response Planning Team members) are required to Lockdown in the nearest lockable space and await further instruction, or in some situations, evacuate the campus.

5. Procedures for contacting parents, guardians and persons in parental relation to students in the event of a violent incident or early dismissal or emergency closure are detailed in each building-level emergency plan. The use of the District's mass communication system is typically utilized.[60]

6. Aggressively dangerous and violent students, teachers, other school personnel, bus drivers and monitors, or visitors shall be managed as outlined by the procedures detailed in the district Code of Conduct.

7. The building administrator will investigate reported threats of violence and will make the determination of disciplinary measures consistent with the District's Code of Conduct.

8. School administrators must keep records of serious threats and acts of violence and report them annually to the state.

9. Prompt contact with appropriate law enforcement officials is essential in the event of a violent incident. These relationships have been established by participation of local response officials on Building-Level Emergency Response Planning Teams. These individuals and appropriate means of contact are documented in each Building-Level Emergency Response Plan.[61]

10. The district has a zero-tolerance policy for acts of school violence.

[59] 155.17(c)(1)(ii) policies and procedures for responding to acts of violence by students, teachers, other school personnel including bus drivers and monitors and visitors to the school, including consideration of zero-tolerance policies for school violence;
[60] 155.17(1)(ix) policies and procedures for contacting parents, guardians or persons in parental relation to the students of the district in the event of a violent incident or an early dismissal or emergency school closure
[61] 155.17(c)(1)(iv) policies and procedure for contacting the appropriate law enforcement officials in the event of a violent incident;

Protocols For a State Disaster Emergency Involving a Communicable Disease

The following procedures provide a general overview of the District's response to a State Disaster Emergency and may require modification during an actual event based on a number of factors. The District will follow current guidance from the County Department of Health, State Department of Health and the State Education Department related to masking, distancing, quarantines, and other health-related requirements.

Background

In September 2020, Governor Cuomo signed legislation that requires all New York State public employers to adopt a plan for operations in the event of a declared state disaster emergency involving a communicable disease. The new legislation will constitute New York State Labor Law Section 27-c, and serve as a response to the effects of the sudden onset of the COVID-19 pandemic in the Spring of 2020. In addition to 27-C, the following section was added to 2801-a of the Education Law that required additions to the District Plan.

Education Law - 2801-a (m) - protocols for responding to a declared state disaster emergency involving a communicable disease that are substantially consistent with the provisions of section twenty-seven-c of the labor law.

Protocols

1. In the event of a state-ordered reduction of the District's in-person workforce, the following is a list of **essential** employees.

Essential Position	Description	
Information Technology	Director Technicians	This group is needed to maintain the internet capability including remote learning and working from home.
Custodial and Maintenance	Director Asst. Director Senior Custodians Custodians Maintenance Mechanics Grounds	This group is needed to maintain the cleanliness and continued functioning of the building & grounds.
Administration	Superintendent & Asst. Superintendents	Required to ensure continuity of the response efforts.
Building Administration &	Building Administrators &	Required to ensure continuity of the

Clerical Support	Confidential Secretaries, Senior Typists, Typists & Monitors	response efforts.
Faculty and Staff	Teacher/Related Service Provider	Should it become necessary to meet a student's needs under IDEA and/or Section 504 regulation (FAPE), teachers/related service providers may be deemed essential on an as-needed basis.
Security	Security Coordinator & Security Assistants	To ensure the safety/security of the campuses.
Transportation	Director of Transportation, Support Staff & Transportation Contractor	To transport food to students who receive home meals and/or to transport students in the event they are attending in person instruction
Food Service	Food Service Director & Food Service Workers	To prepare and distribute meals to students.
Health Services	Director of Health Services and staff as deemed necessary	To assist with testing requirements, reporting and contract tracing.
Business Operations	Accounting, Payroll, Accounts Payroll, Purchasing	Where necessary to ensure the continued operation of the District.

2. In the event of a state-ordered reduction of the District's in-person workforce the District will provide the opportunity for all **non-essential** employees the capability to telecommute including, but not limited to, facilitating or requesting the procurement, distribution, downloading, and installation of any needed devices or technology, including software, data, office laptops or phones, and the transferring of office phone lines to work or personal cell phones as practicable or applicable to the workplace. Onteora Central School District Staff will be guided on this as per the **Building Level Emergency Plans**, specifically the **Continuity of Operations and Continuity of Instruction** sections.

3. To the extent possible the District will stagger work shifts of essential employees in order to reduce overcrowding on public transportation systems and at worksites. Staff and students typically walk or drive via personal vehicle to campus. In an effort to reduce overcrowding on public transportation:

    - Class schedules, if scheduled to be on site, will be staggered to a morning and afternoon cohort
    - Staff will arrive on campus prior to students at staggered times/work shift or/and staggered assigned days of work
    - If no students are in school staff will continue to have their work shift or assigned days of work staggered.
    - Most employees will be permitted to work remotely.
    - Visitors will not be permitted on campus.

4. A quantity of personal protective equipment (PPE), sufficient to provide to all essential employees, will be procured, stored, and managed as follows:

    - Facilities will maintain inventory of PPE as recommended by the NYS Education Department guidelines, and continually restock same as needed.
    - Storage of personal protective equipment will be on campus and comply with the manufacturer's storage recommendations for each item.
    - The equipment will be stored and readily available to any person in need of it.

5. In the event an employee is exposed to a known case of a communicable disease that is the subject of a state disaster emergency involving a communicable disease, exhibits symptoms of such disease, or tests positive for such disease, and in order to prevent the spread or contraction of such disease in the workplace the District has a set protocol to be followed for the exposure as well as the disinfecting of the affected work area(s). The District's **Building Level Emergency Plan** contains an **Infectious Disease Annex,** which details:

    - The disinfecting of any area known or suspected to be infected with the communicable disease as well as any common area surface and shared equipment such employee may have touched
    - Available leave options, for the affected employee(s), in the event of an employee's need to receive testing, treatment, isolation, or quarantine

    Note: Such protocol does not involve any action that would violate any existing federal, state, or local law, including sick leave or health information privacy.

6. All essential employees will have their hours and work locations documented, including off-site visits, by:
    - All entrances will be locked with guard staff posted.

- All employees will use their access cards for entrance which documents their arrival on the premises.
- Payroll, attendance, and time cards will further document an employee's presence on campus.
- No other visitors will be allowed on site.

Such protocol shall be designed only to aid in the tracking of the disease and to identify the population of exposed employees in order to facilitate the provision of any benefits which may be available to certain employees on that basis.

7. If emergency housing is needed to further contain the spread of the communicable disease, the Onteora Central School District will lodge an essential employee at a local hotel bearing the full cost of the stay.

If there is a declared state disaster emergency involving a communicable disease that involves the Onteora Central School District, all staff, essential and non-essential, will be contacted, and they will be guided by the aforementioned protocols.

8. **OTHER:** Any other requirements determined by the Department of Health such as contact tracing, testing, physical distancing, hygiene, disinfecting, drill modifications, or mask-wearing.

Identification of District Resources Which May Be Available for Use During an Emergency[62]

District resources are available in each building and stored in a central location. Each building will designate a Command Post. The list, which is not meant to be inclusive, requires the following items:

- Copy of District-Wide School Safety Plan
- Building-level Emergency Plan
- Quick reference Emergency Management Procedures
- List of emergency telephone numbers
- Building floor plans
- Telephones
- Radio communications
- Weather radio
- Flashlights
- Photocopier
- Computer
- Student rosters
- List of individuals with special needs and specific evacuation plans
- Telephone numbers for parents/guardians Information about emergency needs (e.g. students/staff that require medications, vehicular transportation issues, etc.)

[62] 155.17(c)(1)(vii) except in a school district in a city having a population of more than one million inhabitants, the identification of district resources which may be available for use during an emergency;

- School and staff census information

Coordination and School District Resources and Manpower During Emergencies[63]

The District will, as appropriate, utilize all available manpower during an emergency. Within each building, schools may use the Staff All Call response protocol, that quickly summons all available staff members to a staging area for assignments. Coordination of available employees is typically performed by the Principal or their designee. Specific job duties will be assigned based on the type of emergency and in compliance with the appropriate district and building emergency response procedure. Additional district resources may be requested by any building administrator or designee as needed. The Superintendent or their designee will call in all available maintenance and custodial staff to provide support during an emergency as needed. Assistance from outside government agencies may also be requested. A specific list of available resources may be found in Appendix 4 of this plan.

Participating in Unified Command under ICS Principles

Assignment of Responsibilities

A chain of command consistent with the National Interagency Incident Management System (NIMS)/Incident Command System (ICS) will be used in response to an emergency. Members of the School, Emergency Response Team, will be part of this system. In the event of an emergency, the response team will adopt NIMS/ICS principles based on the size, scope, and character of the emergency.

1. All administrators and Building-level Emergency Response Planning Teams members shall complete the incident command training level one.

2. All District Emergency Response Team members shall complete incident command training level one and level two.

ICS Positions

The number of ICS positions filled will be dependent upon the scope of the incident.

- **Incident Commander** – Responsible for the direction of the building response in a building-level emergency (Building Administrator/designee).
- **Public Information Officer** – Compiles and releases information to the news media.
- **Safety Officer** – Monitors the response to prevent injuries from occurring to both those involved in the incident and those trying to resolve it.

[63] 155.17(c)(1)(viii) except in a school district in a city having a population of more than one million inhabitants, a description of procedures to coordinate the use of school district resources and manpower during emergencies, including identification of the officials authorized to make decisions and of the staff members assigned to provide assistance during emergencies;

- **Liaison** – Represents the District by working with responding agencies (law enforcement, fire department, EMS, utilities, etc.) and other school districts that may be involved in the incident.

- **Incident Log** – Keeps a written log of all incident events and updates appropriate command post personnel on significant developments.

- **Operations** – responsible for directing the implementation of action plans and strategies for incident resolution.

- **Logistics** – Responsible for providing all resources (personnel, equipment, facilities and services) required for incident resolution.

- **Planning/Intelligence** – Responsible for collecting, evaluating, and disseminating the information needed to measure the size, scope and seriousness of an incident and to plan a response.

- **Administration/Finance** – Responsible for all cost and financial matters related to the incident.

Emergency Remote Instruction

Overview

The District may offer remote instruction days to students in the event-of-an-emergency condition, including, but not limited to, extraordinary adverse weather conditions, impairment of heating facilities, insufficiency of water supply, shortage of fuel, destruction of a school building, or a communicable disease outbreak.

When making decisions about remote instruction, the District will consult with students**,** parents, teachers, administrators, community members, and other stakeholders as appropriate. When implementing remote instruction, the District will ensure that it is complying with applicable teaching and learning requirements.

Definitions

A. "Asynchronous instruction" means instruction where students engage in learning without the direct presence (remote or in-person) of a teacher.
B. "Non-digital and/or audio-based instruction" means instruction accessed synchronously and/or asynchronously through paper-based materials where the student to teacher interaction occurs via telephone or other audio platforms.
C. **"**Remote instruction" means instruction provided by an appropriately certified teacher who is not in the same in-person physical location as the student(s) receiving the instruction, where there is regular and substantive daily interaction between the student and teacher.
    1. Remote instruction will encompass synchronous instruction provided through digital

video- based technology and may also include asynchronous instruction intended to complement synchronous instruction. Digital video-based technology includes online technology and videoconferencing technology.

2. Remote instruction may encompass non-digital and audio-based asynchronous and/or synchronous instruction where this instruction is more appropriate for a student's educational needs.

D. "Synchronous instruction" means instruction where students engage in learning in the direct presence (remote or in-person) of a teacher in real time.

Formats and Methods of Remote Instruction

Remote instruction may be delivered through a variety of formats and methods. Determinations about how to best deliver remote instruction will take into account a variety of factors including, but not limited to, the number of students involved, the subject matter, the students' grade levels, and technological resources of both the District and students. Consideration will also be given to whether accommodations need to be made for students with disabilities or English language learners. Each school's Building-level Emergency Response Plan will contain this confidential information in the Continuity of Instruction Plan (COIP) section.

Instructional Options

The District may engage students in synchronous and asynchronous learning on days of remote instruction under emergency conditions with an expectation that asynchronous instruction is supplementary to synchronous instruction. When remote instruction by digital technology is unavailable, appropriate special accommodations for students will be made to aid their learning.

Computer and Connectivity Access for Students

The District will ensure that students have the necessary equipment at home to participate in remote instruction.[64] No later than June 30th of each school year, the Superintendent will report to the Commissioner of Education the results of the survey on student access to computing devices and access to Internet connectivity on a form and format prescribed by the Commissioner.[65] The information received from the survey will aid in the development/updates to the detailed Continuity of Instruction Plan in each school's Building-level Emergency Response Plan.

Minimum Instructional Hours

Remote instruction provided on days when the District would have otherwise closed due to an emergency condition may be counted toward the annual hourly requirement for the purpose of state aid. The Superintendent will certify to the New York State Education Department, on a form prescribed by the Commissioner, that an emergency condition existed on a previously scheduled school day and that the District was in session and provided remote instruction on that day and indicate how many instructional hours were provided on that day and certify that remote instruction was provided in accordance with the District's emergency remote instruction plan.

Remote Instruction Support

[64] 155.17(xxi)(a) ensure computing devices will be made available to students

[65] 155.17(f)(2) Beginning in the 2022-2023 school year, each chief executive officer shall report to the Commissioner, no later than June 30 of each school year, on a form and format prescribed by the Commissioner, the results of the survey on student access to computing devices and access to internet connectivity

As necessary, the District will provide instruction on using remote instruction technology and IT support for students, teachers, and families. The District will also work to ensure that teachers and administrators are provided with professional development opportunities related to designing an effective remote instruction experience.

Compliance with District Policies, Procedures, and the Code of Conduct

Teachers and students are required to comply with any and all applicable District policies, procedures, and other related documents as they normally would for in-person instruction. Examples include, but are not limited to, the District's policies and procedures on non-discrimination and anti- harassment, acceptable use, and copyright. Students will also be required to abide by the rules contained within the Code of Conduct at all times while engaged in remote instruction. Violations of the Code of Conduct and/or engaging in prohibited conduct may result in disciplinary action as warranted.

Privacy and Security of Student and Teacher Data

The District will take measures to protect the personally identifiable information of students and teachers from unauthorized disclosure or access when using remote instruction technologies in compliance with law, regulation, and District policy. Examples of these measures include, but are not limited to, minimizing the amount of data shared to only that which is necessary, de-identifying data, and using encryption or an equivalent technical control that renders personally identifiable information unusable, unreadable, or indecipherable to unauthorized persons when transmitted electronically.

Section IV Communication with Others

Obtaining assistance during emergencies from emergency service organizations and local government agencies[66]

1. The district continues to work closely with local police, fire, EMS, and governmental agencies to obtain assistance during emergencies. Representatives helped in the development of this plan, have assisted in emergency drills, and provided technical assistance. Providers have given approval to the district to rely on local personnel, resources, and facilities in emergency situations.

2. The district maintains an updated list of local, county, and state agencies and personnel to contact to obtain assistance. The superintendent or their designee will initiate the contact when needed.

Obtaining advice and assistance from local government officials, including the county or city officials responsible for implementation of article 2-B of the Executive Law[67]

1. The district maintains an updated list of local and county emergency organizations, agencies, and government officials responsible for implementation of Article 2-B of the Executive Law. The superintendent and their designee will initiate the contact when needed.

2. The key officials in local government that can help to develop plans and assist in emergency situations as listed in emergency situations are listed in Appendix 4. Key government agencies are listed below:

    1. Olive Police Department
    2. Shandaken Police Department
    3. Woodstock Police Department
    4. Olive Fire Department Company #5
    5. New York State Police (Troop F)
    6. Ulster County OEM
    7. Ulster County Sheriff's Office
    8. Town of Shandaken Ambulance Service
    9. Red Cross
    10. Town of Olive First Aid
    11. Woodstock Ambulance Department

[66] 155.17(c)(1)(v) except in a school district in a city having a population of more than one million inhabitants, a description of the arrangements for obtaining assistance during emergencies from emergency services organizations and local governmental agencies;
[67] 155.17(c)(1)(vii) except in a school district in a city having a population of more than one million inhabitants, the procedures for obtaining advice and assistance from local government officials, including the county or city officials responsible for implementation of article 2-B of the Executive Law;

Contacting Parents, Guardians or Persons in Parental Relation to the Students of the District in the Event of a Violent Incident or an Early Dismissal[68]

In the event of violent incidents or crises, or an early dismissal of students, every effort will be made to notify parents. As soon as practical, the Superintendent or their designee shall activate the emergency notification system that will provide relevant information. Parental notification procedures for a student involved in disciplinary situations shall be consistent with the Code of Conduct and New York State law, and shall be presented clearly and concisely to staff and students each year.

When a student is involved in any violent situation, or an implied or direct threat of violence by such student against themselves, including suicide, parent or guardian shall be contacted as soon as practicable.[69] Administration shall utilize school mental health resources when necessary.

It is the responsibility of all parents and guardians to ensure that emergency contact information for students is always up-to-date and complete.

[68] 155.17(c)(1)(ix) policies and procedures for contacting parents, guardians or persons in parental relation to the students of the district in the event of a violent incident or an early dismissal or emergency school closure;

[69] 155.17(c)(1)(x) policies and procedures for contacting parents, guardians or persons in parental relation to an individual student of the district in the event of an implied or direct threat of violence by such student against themselves, which for the purposes of this subdivision shall include suicide;

Section V Recovery

Continuity of Operations

This district maintains continuity of operations at both the district and building level to ensure that essential functions continue during an emergency and its immediate aftermath. Essential functions include business services (payroll and purchasing), communication (internal and external), computer and systems support, facilities maintenance, safety and security, and continuity of instruction. Specific continuity plans are contained within each Building-level Emergency Response Plan.

Continuity of Instruction

The District offers a suite of online instructional tools that can be used to support remote instruction and communication. General instructional tools for communicating with students include online services including:

- Google Drive with shared folders
- GSuite (Docs, Sheets, Slides, Forms, Classroom, Sites)
- Gmail
- Schoolwires
- Seesaw
- Schoology

Detailed grade-specific remote instructional procedures are contained within each building-level emergency plan.

Note: The local public Library online resources are available remotely and can be accessed by students who have a library card.

District Support for Buildings

When the Chief Emergency Officer is notified that an emergency exists, he/she will respond accordingly.

Members of the District Safety Team will assist as needed either at their respective Building Command Posts or by responding where directed by the Incident Commander(s). The District Safety Team will assign such other personnel as deemed necessary to meet the needs of the situation.

The District Safety Team members will remain at their assigned posts until the Incident Commander(s) has determined that the emergency is over, or it is unsafe, or no longer necessary to remain, or need to relocate.

Should the incident involve a single building, at the discretion of the District Safety Team leader in consultation with that building's administrators and Building-level Emergency Response Planning Team, other school buildings may be called to support the Building-level Emergency Response Planning Team in that building.

Should the incident involve multiple buildings, at the discretion of the District Safety Team leader, in consultation with building administrators, additional mental health support from the County Crisis Team and local area hospitals may be solicited to support the Emergency Response Teams in the affected building(s).

In any case, a "debriefing", or post-incident analysis, will be facilitated by the District Safety Team. This process will include a review of the actual incident, the Team's response to the incident, and post-traumatic incident debriefing.

District clinicians (or, mental health professionals from outside agencies if they have been involved) will provide ongoing as-needed support to the Team members, and will monitor post-traumatic stress symptoms in team members. As appropriate, team members may be provided with a referral to EAP and/or with information regarding private mental health providers in the area.

Principal(s) are expected to consult with the District Public Information Officer in composing letters to parents following any emergency. The District's Public Information Officer will assist in sending mass communication messages to affected groups. The District's Liaison Officer will communicate with outside agencies, such as the County Health Department, to provide necessary services following any emergency.

Disaster Mental Health Services

The District Liaison Officer will communicate with outside agencies, such as the County Health Department, to provide necessary mental health services following any emergency. District mental health providers may be temporarily reassigned to assist in the recovery process.

Appendix 1 - Listing of School Buildings

District Office

4166 State Route 28
Boiceville, NY 12412
Phone: 845-657-6383

Woodstock Elementary

8 West Hurley Rd.
Woodstock, NY 12498
Phone: 845-679-2316

Bennett Elementary

4166 State Route 28
Boiceville, NY 12412
Phone: 845-657-2354

Middle School

4166 State Route 28
Boiceville, NY 12412
Phone: 845-657-2373

High School

4166 State Route 28
Boiceville, NY 12412
Phone: 845-657-2373

Appendix 2 – Building-level Emergency Response Plans

Due to the sensitive safety and security information contained in each Building-level Emergency Response Plan, these plans are confidential and not available for public dissemination. Copies of plans are maintained at each school building and the District office.

Appendix 3 – Memoranda of Understanding

Any applicable Memoranda of Understanding relevant to implementation of the District-wide and Building-level Emergency Response Plans are on file in the district office.

Appendix 4 – District Resources – Contact Information

TITLE	NAME	OFFICE PHONE
Superintendent of Schools	Victoria McLaren	845-657-8851
Asst. Superintendent, Business/Emergency Coordinator	Monica LaClair	845-657-8499
Asst. Superintendent, Pupil Personnel Services	Amanda Allison	845-657-3320
Asst. Superintendent, Curriculum and Instruction	Stephanie Laffin	845-657-8851
Transportation Supervisor	Nicole Sommer	845-657-2537
Bus Dispatch Office – Head Bus Driver	Raymond Clinton	845-657-2537
Head Bus Driver	Alexandria Weir	845-657-2537
District Clerk	Amanda Gates	845-657-6383
Public Information	Victoria McLaren	845-657-8851
Director of Facilities	Kyle Harjes	845-657-6384
Athletic Director	Jonnah O'Donnell	845-657-2373 Ext. 2113
Cafeteria Services	Christine Downs	845-657-2373 Ext. 2181
Olive Town Supervisor	Jim Sofranko	845-657-8118
Olive Fire Department Company #5	Chris Winne	845-657-3311
Ambulance - Empress EMS		
Ulster County		
County Executive	Jen Metzger	845-340-3800
Emergency Management	Michael J Madison	845-943-5927
Public Safety Commissioner	Diane K. Beitl	845-340-3410
County Health Dept.	Eve Walter	845-340-3045
Red Cross Emergency Services	845-471-0200	

Appendix 5 – Section 155.17 Regulation Compliance Reference

- 155.17(b)(14) District-wide school safety team means a district-wide team appointed by the board of education, the chancellor in the case of New York City, or other governing board. The district-wide team shall include, but not be limited to, representatives of the school board, teacher, administrator, parent organizations, school safety personnel, and other school personnel including bus drivers and monitors. At the discretion of the board of education, or the chancellor in the case of the City of New York, a student may be allowed to participate on the safety team, provided however, that no portion of a confidential building-level emergency response plan shall be shared with such student nor shall such student be present where details of a confidential building-level emergency response plan or confidential portions of a district-wide emergency response strategy are discussed.
- 155.17(c)(1)(i) policies and procedures for responding to implied or direct threats of violence by students, teachers, other school personnel including bus drivers and monitors, and visitors to the school, including threats by students against themselves, which for this subdivision shall include suicide;
- 155.17(c)(1)(ii) policies and procedures for responding to acts of violence by students, teachers, other school personnel and visitors to the school, including consideration of zero-tolerance policies for school violence;
- 155.17(c)(1)(iii) appropriate prevention and intervention strategies, such as: (a) collaborative arrangements with State and local law enforcement officials, designed to ensure that school safety officers and other security personnel are adequately trained, including being trained to de-escalate potentially violent situations, and are effectively and fairly recruited; (b) nonviolent conflict resolution training programs; (c) peer mediation programs and youth courts; and (d) extended day and other school safety programs;
- 155.17(c)(1)(iv) policies and procedures for contacting the appropriate law enforcement officials in the event of a violent incident;
- 155.17(c)(1)(v) except in a school district in a city having a population of more than one million inhabitants, a description of the arrangements for obtaining assistance during emergencies from emergency services organizations and local governmental agencies;
- 155.17(c)(1)(vi) except in a school district in a city having a population of more than one million inhabitants, the procedures for obtaining advice and assistance from local government officials, including the county or city officials responsible for implementation of article 2-B of the Executive Law;
- 155.17(c)(1)(viii) except in a school district in a city having a population of more than one million inhabitants, a description of procedures to coordinate the use of school district resources and manpower during emergencies, including identification of the officials authorized to make decisions and of the staff members assigned to provide assistance during emergencies;
- 155.17(c)(1)(ix) policies and procedures for contacting parents, guardians or persons in parental relation to the students of the district in the event of a violent incident or an early dismissal;
- 155.17(c)(1)(x) policies and procedures for contacting parents, guardians or persons in parental relation to an individual student of the district in the event of an implied or direct threat of violence by such student against themselves, which for the purposes of this subdivision shall include suicide;

- 155.17(c)(1)(xi) policies and procedures relating to school building security, including, where appropriate: (a) the use of school safety or security officers and/or school resource officers. Beginning with the 2019-20 school year, and every school year thereafter, every school shall define the areas of responsibility of school personnel, security personnel and law enforcement in response to student misconduct that violates the code of conduct. A school district or charter school that employs, contracts with, or otherwise retains law enforcement or public or private security personnel, including school resource officers, shall establish a written contract or memorandum of understanding that is developed with stakeholder input, including, but not limited to, parents, students, school administrators, teachers, collective bargaining units, parent and student organizations and community members, as well as probation officers, prosecutors, defense counsels and courts that are familiar with school discipline. Such written contract or memorandum of understanding shall define the relationship between a school district or charter school, school personnel, students, visitors, law enforcement, and public or private security personnel. Such contract or memorandum of understanding shall be consistent with the code of conduct, define law enforcement or security personnel's roles, responsibilities and involvement within a school and clearly delegate the role of school discipline to the school administration. Such written contract or memorandum of understanding shall be incorporated into and published as part of the district safety plan; and (b) security devices or procedures. District-wide school safety teams shall consider, as part of their review of the comprehensive district-wide safety plan, the installation of a panic alarm system;
- 155.17(c)(1)(xii) policies and procedures for the dissemination of informative materials regarding the early detection of potentially violent behaviors, including but not limited to the identification of family, community, and environmental factors to teachers, administrators, school personnel including bus drivers and monitors, parents or other persons in parental relation to students of the school district or board, students and other persons deemed appropriate to receive such information;
- 155.17(c)(1)(xiii) policies and procedures for annual multi-hazard school safety training for staff and students, provided that the district must certify to the commissioner that all staff have undergone annual training by September 15, 2016 and each subsequent September 15th thereafter on the building-level emergency response plan which must include components on violence prevention and mental health, provided further that new employees hired after the start of the school year shall receive such training within 30 days of hire or as part of the district's existing new hire training program, whichever is sooner;
- 155.17(c)(1)(xiv) procedures for review and the conduct of drills, [and other exercises to test components of the emergency response plan, including the use of] tabletop exercises, and information about emergency procedures and drills, including information about procedures and timeframes for notification of parents or persons in parental relation regarding drills and other emergency response training(s) that include students. At their discretion, schools and districts may participate in full-scale exercises in coordination with local and county emergency responders and preparedness officials;
- 155.17(c)(1)(xv) the identification of appropriate responses to emergencies, including protocols for responding to bomb threats, hostage-takings, intrusions and kidnappings;
- 155.17(c)(1)(xvi) strategies for improving communication among students and between students and staff and reporting of potentially violent incidents, such as the establishment of youth- run programs, peer mediation, conflict resolution, creating a forum or designating a

mentor for students concerned with bullying or violence and establishing anonymous reporting mechanisms for school violence;

- 155.17(c)(1)(xvii) a description of the duties of hall monitors and any other school safety personnel, the training required of all personnel acting in a school security capacity, and the hiring and screening process for all personnel acting in a school security capacity;
- 155.17(c)(1)(xviii) in the case of a school district, except in a school district in a city having more than one million inhabitants, a system for informing all educational agencies within such school district of a disaster or emergency school closure;
- 155.17(c)(1)(xix) the designation of the superintendent, or superintendent's designee, as the district chief emergency officer whose duties shall include, but not be limited to: (a) coordination of the communication between school staff, law enforcement, and other first responders; (b) lead the efforts of the district-wide school safety team in the completion and yearly update of the district-wide school safety plan and the coordination of the district-wide plan with the building-level emergency response plans; (c) ensure staff understanding of the district–wide school safety plan; (d) ensure the completion and yearly update of building-level emergency response plans for each school building; (e) assist in the selection of security related technology and development of procedures for the use of such technology; (f) coordinate appropriate safety, security, and emergency training for district and school staff, including required training in the districtwide school safety plan and building-level emergency response plan(s) (g) ensure the conduct of required evacuation and lock-down drills in a trauma informed, developmentally, and age-appropriate manner that does not include props, actors, simulations, or other tactics intended to mimic a school shooting or other act of violence or emergency in all district buildings as required by section 807 of the Education Law; and (h) ensure the completion and yearly update of building-level emergency response plans by the dates designated by the commissioner.
- 155.17(h)(1)(3) One Emergency Dismissal drill shall be conducted to test emergency response procedures that require early dismissal, at a time not to occur more than 15 minutes earlier than the normal dismissal time.
- 155.17(c)(1)(xx) ensure the development of protocols for responding to a declared state disaster emergency involving a communicable disease that are substantially consistent with the provisions of section 27-c of the Labor Law; and
- 155.17(c)(1)(xii) beginning with the 2023-2024 school year and every school year thereafter, an emergency remote instruction plan. For purposes of this subparagraph remote instruction shall have the same meaning as defined in section 100.1(u) of this Chapter. Emergency remote instruction plans shall include: (a) policies and procedures to ensure computing devices will be made available to students or other means by which students will participate in synchronous instruction and policies and procedures to ensure students receiving remote instruction under emergency conditions will access internet connectivity. Each chief executive officer of each educational agency located within a public school district shall survey students and parents and persons in parental relation to such students to obtain information on student access to computing devices and access to internet connectivity to inform the emergency remote instruction plan; (b) expectations for school staff as to the proportion of time spent in synchronous and asynchronous instruction of students on days of remote instruction under emergency conditions with an expectation that asynchronous instruction is supplementary to synchronous instruction; (c) a description of how instruction will occur for those students for whom remote instruction by digital technology is not available or appropriate; (d) a description

of how special education and related services will be provided to students with disabilities, as defined in section 200.1(zz) of this Chapter, and preschool students with disabilities, as defined in section 200.1(mm) of this Chapter, as applicable, in accordance with their individualized education programs to ensure the continued provision of a free appropriate public education; and (e) for school districts that receive foundation aid, the estimated number of instructional hours the school district intends to claim for State aid purposes for each day spent in remote instruction due to emergency conditions pursuant to section 175.5 of this Chapter.

Memorandum of Agreement

08192025

Between

Onteora Central School District

and

Onteora Administrators Association

It is hereby agreed by and between the Onteora Central School District and the Onteora Administrators' Association to establish the following stipend positions:

Coordinator of Remote Instruction: $4000

ACCEPTED AND AGREED

For the Association:

Gabrial Buono
President
Onteora Administrators Association

Date: 7/31/25

For the District:

Victoria McLaren
Superintendent
Onteora Central School District

Date:

ONTEORA
CENTRAL SCHOOL DISTRICT

Memorandum of Agreement
Between
Onteora Central School District
And
Onteora Teachers Association

08192025a

It is hereby agreed by and between the Onteora Central School District and the Onteora Teachers' Association to amend the following Schedule H stipend position for the 2025-2026 school year:

Add one (1) additional MS Cabinet position - $3,819

This agreement is non-precedent setting and is subject to Board of Education approval.

M. Scott Via
President, Onteora Teachers Association

Date: 8/15/25

Victoria McLaren
Superintendent of Schools

Date:

ONTEORA
CENTRAL SCHOOL DISTRICT

Memorandum of Agreement
Between
Onteora Central School District
And
Onteora Teachers Association

08192025B

It is hereby agreed by and between the Onteora Central School District and the Onteora Teachers' Association to amend the following Schedule H stipend position for the 2025-2026 school year:

Fall Production Advisor will be renamed MS Jazz Director - $1,664

This agreement is non-precedent setting and is subject to Board of Education approval.

M. Scott Via
President, Onteora Teachers Association

Date: 8/15/25

Victoria McLaren
Superintendent of Schools

Date:

ONTEORA
CENTRAL SCHOOL DISTRICT

Memorandum of Agreement
Between
Onteora Central School District
And
Onteora Teachers Association

08192025C

It is hereby agreed by and between the Onteora Central School District and the Onteora Teachers' Association ("Union") as follows:

1. For the 2025-2026 school year, the inability to recruit a Ski team coach for both girls and boys, warrants the need to appoint one advisor for both the girls ski team and the boys ski team. These teams will practice together and compete on the same days at the same locations.
2. The two teams may be coached by one individual based on the practice and competition schedules.
3. The compensation for this position will be the equivalent of the .75 Boys Varsity Coach stipend and .75 of the Girls Varsity Coach stipend.
4. This Agreement shall be in effect for the 2025-2026 school year only.
5. This Agreement is non-precedent setting and is subject to Board of Education approval.

M. Scott Via
President, Onteora Teachers Association

Date: 8/15/25

Victoria McLaren
Superintendent of Schools

Date:

Personnel Agenda for BOE Meeting 08/19/2025

REVISED DATES:

Be it hereby resolved that the Board appoints:

Staiger, Jessica certified School Counselor to a 4-year probationary period in the tenure area of School Counseling (replace resignation) at a salary of Step 3MA commencing on 07/23/2025 and ending on 07/22/2029.

Be it further resolved that, to the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, the above teacher must have received an APPR rating of effective or highly effective in three of the four probationary years and must not receive an ineffective in the fourth year.

LEAVE OF ABSENCE: INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM -TO	REASON
4315	09/02/25 – 09/16/25*	FMLA paid
4315	09/17/25 – 12/04/25	FMLA unpaid

Anticipated dates*

LEAVE OF ABSENCE: NON - INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM -TO	REASON
4200	10/08/25 – 11/22/25*	FMLA paid
4200	11/23/25 – 01/02/26*	FMLA unpaid

Anticipated dates*

ADMINISTRATIVE LEAVE OF ABSENCE

EMPLOYEE NUMBER	EFFECTIVE DATE FROM -TO	REASON
040125	09/01/25 – 09/16/25	Extended leave and reassigned pursuant to Superintendent

RESIGNATIONS: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Fein, Peter	Tennis Coach- Varsity- Girls	08/06/25	Personal
Hallock, Jr., Robert	Elementary Teacher/Bennett	07/08/25	Personal
McGrath, Ariel	Field Hockey – Modified Coach	07/21/25	Personal
Schubert, Angelica	Teaching Assistant/MS/HS	08/21/25	Personal

RESIGNATIONS: NON- INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS

Hilty, Michelle	School Bus Attendant	07/31/25	To accept Personal Health Care Aide position
Klercker, Patricia	School Bus Attendant	08/27/25	To accept Typist position
Lane, Kaitlin	Food Service Helper/MS/HS	08/31/25	To accept Senior Food Service Helper position
Plourde, Joanne	PT Food Service Helper/MS/HS	08/31/25	To accept FT Food Service Helper position
Walters, Nancy	School Monitor/MS/HS	08/31/25	Retirement

APPOINTMENT: NON-INSTRUCTIONAL
PROBATIONARY APPOINTMENT

NAME	POSTION/SCHOOL	EFFECTIVE DATE FROM -TO	REMARKS
Hilty, Michelle	Personal Health Care Aide/Bennett	08/01/25 – 02/28/26	Step 12
Klercker, Patricia	Typist/Woodstock	08/28/25 – 02/27/26	Step 10
Lane, Kaitlin	Senior Food Service Helper	09/01/25 – 02/28/26	Step 8
McLean, Bryan*	Building Maintenance Worker II	08/25/25 – 02/24/26	Step 6
Plourde, Joanne	Food Service Helper	09/01/25 – 02/28/26	Step 9

Pending pre-employment processing

APPOINTMENT: NON-INSTRUCTIONAL

NAME	POSTION/SCHOOL	EFFECTIVE DATE	REMARKS
Becker, Kari	School Monitor	09/01/25	From 32.5 hrs.to 40 hrs.

SUBSTITUTE

NAME	POSITION	RATE
Walters, Nancy	Clerical	$16.00/hour
Walters, Nancy	School Monitor	$16.00/hour

EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Ahl, Denise	PPS Coordinator Middle/High School	$4,322.00
Babcock, Alyssa	Middle School Science Olympiad Coach	$2,756.00
Proietti, Shaina	Middle School Science Olympiad Assistant Coach	$1,566.00
Keenan, Bryan	High School Science Olympiad- Head Coach	$2,756.00
Sanders, Douglas	High School Science Olympiad- Assistant Coach	$1,566.00
Bishop, Ashley	Yearbook Club	$2,000.00
Boyer, Erica	Commencement Orchestra Director	$371.00
Boyer, Erica	Chamber Ensemble Director	$2,036.00
Boyer, Harvey	Jazz Ensemble	$1,664.00
Constant, Geordarna	Battle of the Books (split with A. Weisz)	$2,639.00
Weisz, Amy	Battle of the Books (split with G. Constant)	$2,639.00
Frandino, Megan	Computer Coordinator/Advisor	$5,843.00
Constant, Geordarna	National Junior Honor Society	$2,237.00
Constant, Geordarna	Middle School-Cabinet	$3,819.00
Frandino, Megan	Middle School-Cabinet	$3,819.00
Stewart, Valerie	Middle School-Cabinet	$3,819.00
LaMonda, Kevin	Middle School-Cabinet	$3,819.00

Matteson, Lori	Middle School-Cabinet	$3,819.00
Proiett, Shaina	Middle School-Cabinet	$3,819.00
Reiten, Nina	COTA Supervisor (stipend will be split)	$1,055.00
Weisz, Amy	Book Challenge Club- High School	$2,000.00
Weisz, Amy	TUFS Advisor 1- High School	$1,500.00
Schenker, Megan	TUFS Advisor 2 – High School	$1,500.00
Samuelsen-Grimm, Karen	TUFS Advisor 3 – High School	$1,500.00
Sidler, Anita	Middle School Art Club	$1,350.00
Wentland, Jennifer	Art Club Advisor- High School	$2,000.00
Stark, Kaila	Middle School Student Government	$2,237.00
Thomas, Elizabeth	Human Rights Club	$1,500.00
Turck, Sarah	Dept Chairs - Guidance	$7,850.00
Hamilton. Shelley	Liaison - HS Art	$2,614.00
Sniffen, Elaine	School Newspaper Advisor	$1,500.00
Sniffen, Elaine	Liaison - HS English	$3,819.00
Stewart, Valerie	Liaison - HS Foreign Language	$3,819.00
Burkhardt, Jeannine	Liaison - HS Math	$3,819.00
Ahl, Denise	Liaison – PPS	$3,819.00
Boyer, Erica	Liaison - HS Music	$2,614.00
Weidner, Sandra	Liaison - HS Occup. Ed	$2,614.00
Occhi, Andrew	Liaison - HS PE/Health	$2,614.00
Via, Scott	Liaison - HS Science	$3,819.00
Via, Scott	Computer Advisor- High School	$5,843.00
Casey, Lisa	Class Advisor- Senior	$3,116.00
Casey, Lisa	Class Advisor- Junior	$3,116.00
Connolly, Brian	Association of Student Government (6-12)	$2,237.00
Connolly, Brian	Yearbook Advisor- High School	$4,796.00
Connolly, Brian	SAVI Club Advisor	$2,337.00
Connolly, Brian	Student Government Advisor- High School (9-12)	$2,756.00
Curlew, Alicia	Liaison - HS Social Studies	$3,819.00
Curlew, Alicia	Debating Club-Harvard Model Congress	$1,566.00
Curlew, Alicia	Gay-Straight Alliance Club Advisor 1	$1,118.00
Curlew, Alicia	National Honor Society Advisor 1- High School	$1,350.00
Nelsen-Epstein, David	National Honor Society Advisor 2- High School	$1,350.00
Nelsen-Epstein, David	Literary Magazine (split with E. Scherman)	$1,500.00
Scherman, Evangeline	Literary Magazine (split with D. Nelsen-Epstein)	$1,500.00
Cheever, Lydia	Lyceum Club Advisor	$1,500.00
Schenker, Megan	SEL Coordinator #1	$1,118.00
Funck, Brianna	SEL Coordinator #2	$1,118.00
Goho, Colette	DECA Advisor (split with S. Weidner)	$4,975.00
Weidner, Sandra	DECA Advisor 9split with C. Goho)	$4,975.00
Johnan, Catherine	Elem Resource - BE 1 Yearbook Advisor	$2,353.00
Shandell Heppner, Catherine Johnan, Shaylin McGowan, Donna Turner, Rachel Wood	Elem Resource - BE 2 PBIS (stipend will be split)	$2,353.00
Kristina Countryman, Kelly McLean, Bernadette Amodeo, Amanda Kovac	Elem Resource - BE 3 Resource Event Coordinator (stipend will be split)	$2,353.00
Kovac, Amanda	Elem Resource - BE 4 Literacy Liaison	$2,353.00
Corsitto, Elizabeth	Elem Resource - BE 5 Math Liaison	$2,353.00

John Reimer, Steven Murphy	Theatre Technical Director (stipend will be split)	$5,500.00
Warren, Leo*	Baseball - JV - Head Coach	$3,600.00
Sharon, Thomas*	Baseball - Modified - Head Coach	$2,300.00
McShea, Stormie	Field Hockey- Modified- Assistant Coach (Volunteer)	-$0-
Harkin, Brandon*	Golf - Varsity - Head Coach (Girls)	$3,700.00
Harkin, Brandon*	Basketball-Varsity-Head Coach (Girls)	$5,700.00
Brown, Walter*	Softball - JV - Head Coach	$3,600.00
Murphy, Steven*	Tennis - Varsity - Head Coach (Boys)	$3,300.00
Stark, Kaila*	Tennis- Varsity – Head Coach (Girls)	$3,300.00
VanEtten, Kelsey*	Track - Modified - Head Coach (Girls)	$2,850.00
VanEtten, Kelsey*	Track - Modified - Head Coach (Boys)	$2,850.00
Sanders, Douglas*	Track - Modified - Assistant Coach	$2,150.00
Warnes, Carsten*	Track - Modified - Assistant Coach	$2,150.00
Calinda, Jason*	Track - Spring - Head Coach (Boys)	$5,700.00
Burkhardt, Patrick*	Track - Spring - Head Coach (Girls)	$5,700.00
King, Thomas*	Track - Spring - Assistant Coach	$4,000.00
Duffy, John*	Track - Spring - Assistant Coach	$4,000.00
Wall, William*	Track - Spring - Assistant Coach	$4,000.00
Rushford, Michael*	Fitness Room Advisor III	$2,300.00
Wilens, Mark*	Basketball - Varsity - Head Coach (Boys)	$5,700.00
Bennett, Aaron*	Basketball - Modified - Head Coach (Boys)	$2,850.00
Matteson, Lori*	Basketball - Modified - Head Coach (Girls)	$2,850.00
Warnes, Carsten*	Skiing - Varsity - Head Coach (Boys)	$2,775.00
Warnes, Carsten*	Skiing - Varsity - Head Coach (Girls)	$2,775.00
Wall, William*	Track - Winter - Head Coach	$3,700.00
King, Thomas*	Track - Winter - Assistant Coach	$3,100.00
Rushford, Michael*	Fitness Room Advisor II	$2,300.00
Young, Jason*	Swimming Coach	$3,500.00

pending certifications

Board Meeting
August 19, 2025

The Superintendent of Schools hereby recommends ACCEPTANCE of the WARRANTS, which have been subject to review and authorized for release by the Claims Auditor.

Warrant #	Date	Check #	Warrant Amount
20	6/5/2025	Cafeteria 54293-54298	$11,127.28
66	6/5/2025	Accounts Payable 54299-54385 Void 53207, 53258, 53287, 54209	$1,399,813.93
67	6/5/2025	Accounts Payable ACH 54383-54384 Void 53276, 53388	($496.81)
23	6/5/2025	Capital 2242-2244	$42,468.00
71	6/13/2025	Payroll EFT, 54386-54388	$1,117,530.33
72	6/18/2025	Accounts Payable ACH 54750-55122 Void 54182 & 54750-54755	$19,581.58
69	6/18/2025	Medicare 54389-54947 Void 54389-54580	$220,673.86
70	6/18/2025	Accounts Payable 54948-55038 Void 49835, 49849, 49871, 49913, 51510, 51513, 51515, 51553, 53440, 54581-54671	$721,828.19

Board Meeting
August 19, 2025

The Superintendent of Schools hereby recommends ACCEPTANCE of the WARRANTS, which have been subject to review and authorized for release by the Claims Auditor.

Warrant #	Date	Check #	Warrant Amount
21	6/18/2025	Cafeteria 54672-55049 Void 54672-54682	$13,295.96
73	6/18/2025	Senior Awards 54683-55116 Void 54683-54749	$80,686.00
24	6/18/2025	Capital 2245-2252 Void 2245-2248	$99,919.37
75	6/25/2025	Payroll - Balloon Checks EFT 2584792.43	$2,753,504.21
76	6/27/2025	Payroll EFT, 55123	$706,094.42
77	6/30/2025	Accounts Payable ACH 55190-55194	$10,036.50
74	6/30/2025	Accounts Payable 55130-55204 Void 52815, 55028	$270,190.04
25	6/30/2025	Capital 2253-2254	$16,988.00

ONTEORA CENTRAL SCHOOL DISTRICT

4166 Route 28, Boiceville, NY 12412
ph. 845.657.3320 • fax 845.657.8742
www.onteora.k12.ny.us

CAROL GRIMA
Director of Pupil Personnel Services
cgrima@onteora.k12.ny.us

RECOMMENDED CSE MEMBERSHIP FOR 2025-2026:

District Representative/Chairpersons:

Carol Grima
Ariel McGrath

School Nurse Practitioner:

To be determined

Teacher:

The child's teacher (regular and/or special education); the person(s) "who knows the student best."

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CAROL GRIMA
Director of Pupil Personnel Services
cgrima@onteora.k12.ny.us

RECOMMENDED CPSE MEMBERSHIP FOR 2025-2026:

District Representative/Chairpersons:

Carol Grima
Ariel McGrath

Evaluator(s):

Onteora Central School District
Ulster ARC (Brookside School)
Ulster UCP (Community Rehabilitation Center)
Partnership for Education (Family & Educational Services)
The Center for Spectrum Services
Liberty Resources (Liberty Post)
Abilities First
Mid Hudson Valley Early Education Center
The Center for Discovery
Advanced Therapy, PLLC
Sharon Jolly & Associates
The ARC of Orange
Easter Seals of New York, Inc.
Best Friends Services, Inc.
Learning Together, Inc.
Orange County Cerebral Palsy

A certified or licensed professional designated by the agency charged with the responsibility for the child in the birth to two system, if any.

County Representative(s):

Sue Rea Roberta Kiersted

Regular Educator:

Kindergarten Teacher provided by District

ONTEORA CENTRAL SCHOOL DISTRICT

PO Box 300, Boiceville, NY 12412
ph. 845.657.6384 • fax 845.657.6835
www.onteora.k12.ny.us

FACILITIES AND OPERATIONS
KYLE HARJES
Director
kharjes@onteora.k12.ny.us

Memorandum

Date: July 29, 2025

To: Mónica LaClair, Assistant Superintendent for Business, Amanda Gates

From: Kyle Harjes

Subject: Misc. Surplus Items

Listed below are miscellaneous items that have reached the end of their useful life. All of the items listed are in relatively poor condition. Our office recommends that the Board of Education declare these items as surplus property, after which we will see what can be sold to the highest bidder at Auction. Any items that do not receive bids at auction will be recycled or disposed of.
Thank You.

1. Kiln-Poor condition and does not run.

ONTEORA CENTRAL SCHOOL DISTRICT

MEMORANDUM

To: Monica LaClair, Amanda Gates

From: Bennett Elementary

Date: 7/30/2025

RE: Surplus Items

Good morning. Below is a list of items (including their condition) that have been deemed as surplus at the building level and ready for the Board to consider them surplus.

1. Sm. Round table - poor condition
2. (2) - sm. Rectangle tables - bad wheels - poor condition
3. Metal bookshelf - broken
4. Lab cart - damaged
5. Lg round table - no legs - damaged
6. Trapezoid table - poor condition
7. (2) vertical files - no one wants

ONTEORA CENTRAL SCHOOL DISTRICT

BOARD MEETING – August 19, 2025

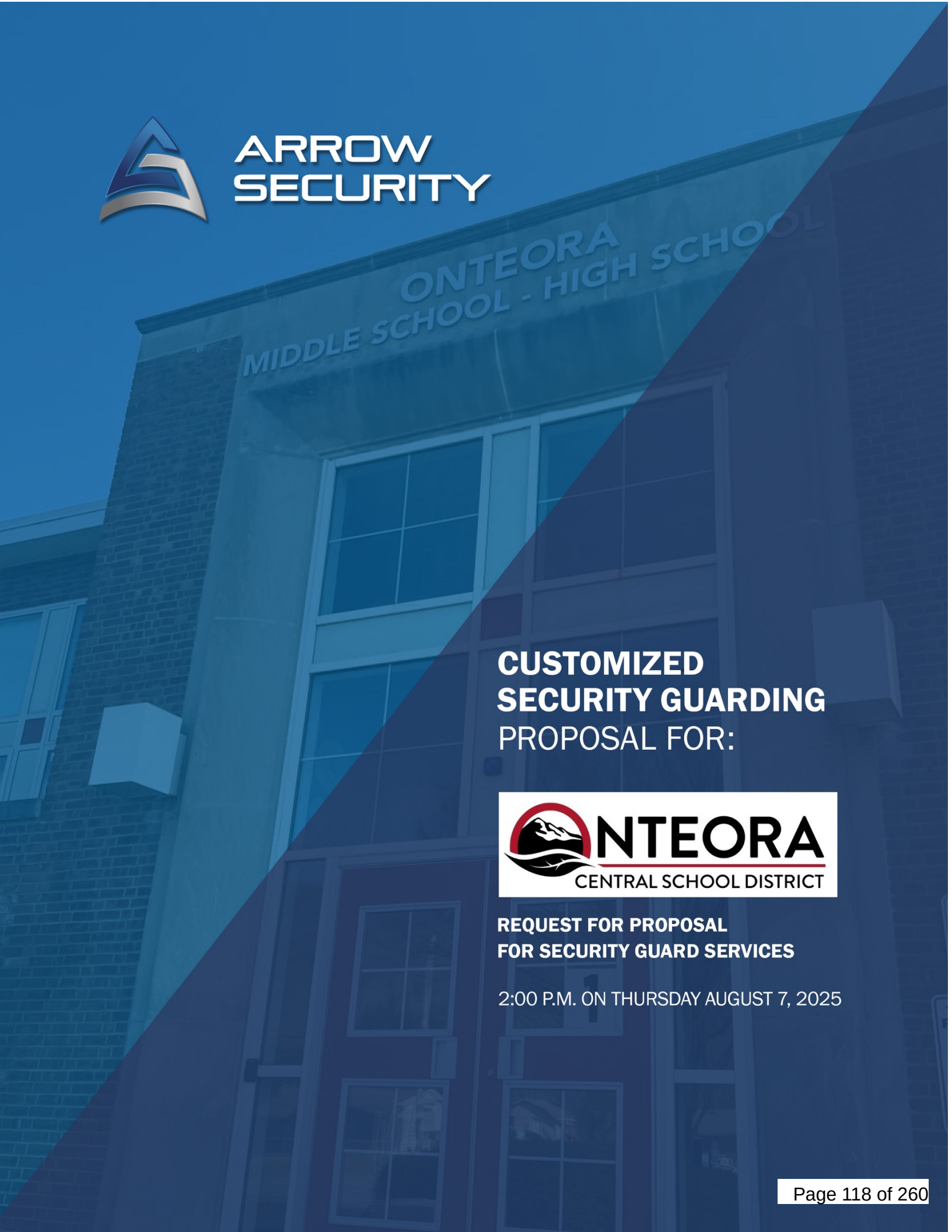
.....*CONFIDENTIAL*.....

SCHEDULE U 8/25
AGENDA: 08/19/25

COMMITTEE ON SPECIAL EDUCATION/PRESCHOOL SPECIAL EDUCATION RECOMMENDATIONS AND AMENDMENTS

The Committee on Special Education/Preschool Special Education has presented CPSE/CSE recommendations which have been placed on file in the Office of Pupil Personnel Services. If further review is necessary, please contact Carol Grima, Director.

Board Trustee for **August** review of recommendations: CAROLINE JEROME



ARROW SECURITY

CUSTOMIZED SECURITY GUARDING PROPOSAL FOR:

ONTEORA CENTRAL SCHOOL DISTRICT

REQUEST FOR PROPOSAL FOR SECURITY GUARD SERVICES

2:00 P.M. ON THURSDAY AUGUST 7, 2025

August 4, 2025

Monica LaClair, CPA
Assistant Superintendent for Business
Onteora Central School District
4166 Route 28, P.O. Box 300
Boiceville, NY 12412

Dear Monica,

Thank you for the opportunity to submit our proposal to provide unarmed Security Services for the Onteora Central School District. Arrow Security is proud to support the District's mission to provide a safe, inclusive, and engaging learning environment for students, staff, and visitors.

We understand the importance of creating a security presence that reflects the values of your community—respectful, professional, and vigilant. With our deep experience in educational environments and our commitment to responsive service, we are confident in our ability to deliver a program tailored to the unique needs of your District.

In business for over 40 years, Arrow Security is one of the nation's largest privately held security Guard companies (~$325 million/year in revenue). As a true Super Regional Guarding company, we are large enough to provide you with the resources, technology, and supervision to deliver a superior security program while being nimble enough to react quickly and deliver an exceptional customer experience. It is our Service that sets us apart! As you review the enclosed material, please keep in mind that:

- At Arrow Security, **"We Care" about our Security Officers**. We ensure that Officers are supported and appreciated. We make sure to take care of the people who take care of you
- **Chief Operating Officer, Craig Schwab,** oversees the operations team and will ensure all requirements are met and an exceptional customer experience
- **Vice President of Operations, Juan Quinones,** will have full oversight of the Onteora Central School District security program and will ensure superior customer service
- **Account Manager, Alfredo Martinez,** will function as your single point of contact for 24/7/365 operational and administrative support
- **Senior Director of Operations**, **Jude Murphy,** will provide operational support to your security program in collaboration with Juan and Alfredo
- **Arrow Security is the largest provider of security guard services to schools in New York State**
- We have created exciting **value-adds at no charge to enhance your security program**

- **eHub and Lighthouse apps** will be installed on all assigned Officers' phones to **support accurate time and attendance tracking, streamline daily operations**, and **enhance overall program efficiency**

- Arrow Security will provide **strong site supervision through random, unannounced site inspections**

- Our centralized Command Center **leverages advanced technology to schedule and identify available Officers** for callouts, replacements, and surge staffing to ensure full post coverage

- All Officers will receive three (3) hours per year of **Arrow Academy online training**, featuring school-focused modules such as Access Control, Patrol Techniques, Campus Safety and Security, Command Presence, Emergency Response Procedures, Customer Service in Educational Settings, and De-Escalation Techniques

- All Officers on site will be **Department of Homeland Security FEMA Active Shooter certified**

- We provide **9.2 million hours of Guard service per year** to some of the most demanding clients in the Northeast

- We employ a **rigorous vetting and hiring process to deliver skilled, professional Officers** who will function as the brand ambassadors for Onteora Central School District

- Officers will participate in the Arrow Security **"Officer of the Month" award program** to develop an esprit de corps among on-site Officers (Certificate and $75 award once per month)

- Arrow Security will offer Onteora Central School District access to **no-cost grant resources, customized funder research, and expert consultations** through our partnership with i-PRO, supporting the development, funding, and expansion of technology-driven security initiatives

We are confident that Arrow Security represents the best overall value to you and your team. If you have any questions, please contact me at (646) 995-8889 or jmurphy@arrowsecurity.com.

Sincerely,

Jude

Jude Murphy
Senior Director of Operations, Capital Region

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Company Profile

After being wounded in the line of duty, retired New York City Police Officer Edward Ahrens founded Arrow Security Patrols in 1985. Ahrens continued to build his business over the next decade. When deteriorating health forced Ahrens to retire in 1995, A.J. Caro purchased the company with two partners to form what is now known as Arrow Security. In the next decade, Caro acquired sole ownership of the company and continues serving as President and CEO.

A.J.'s philosophy for Arrow is simple: **"We Care" about our Officers and clients**. We support and recognize our Officers and provide clients with security solutions tailored to meet their specific needs and a world-class service level. This philosophy has helped build Arrow Security into one of the largest privately held Security Guard companies in the United States, **with a 98% customer retention rate and an average client relationship of over 16 years.** This dedication to Officer and customer satisfaction runs deep throughout the entire organization and is what sets us apart from the competition.

We believe in local support for our 500+ partners and our communities. That is why we have eleven Regional Offices across five regions with dedicated management and HR Teams, a 24/7/365 Regional centralized Command Center, and local Field Inspectors/Supervisors to ensure we exceed our customers' expectations. Safety, security, tradition, and service are our legacy.

Our dedicated professionals are proud to serve partners in a variety of settings and business sectors:

- **K-12 Education**
- Transportation
- Residential Communities
- Hotels/Hospitality
- Higher Education
- Religious Communities
- Executive Protection
- Healthcare/Hospitals
- Event Security
- Retail
- Construction
- Municipalities

GSA Contract Holder
Contract # GS-07F-0673X

Arrow Security is GSA approved and has Department of Defense Secret Clearance

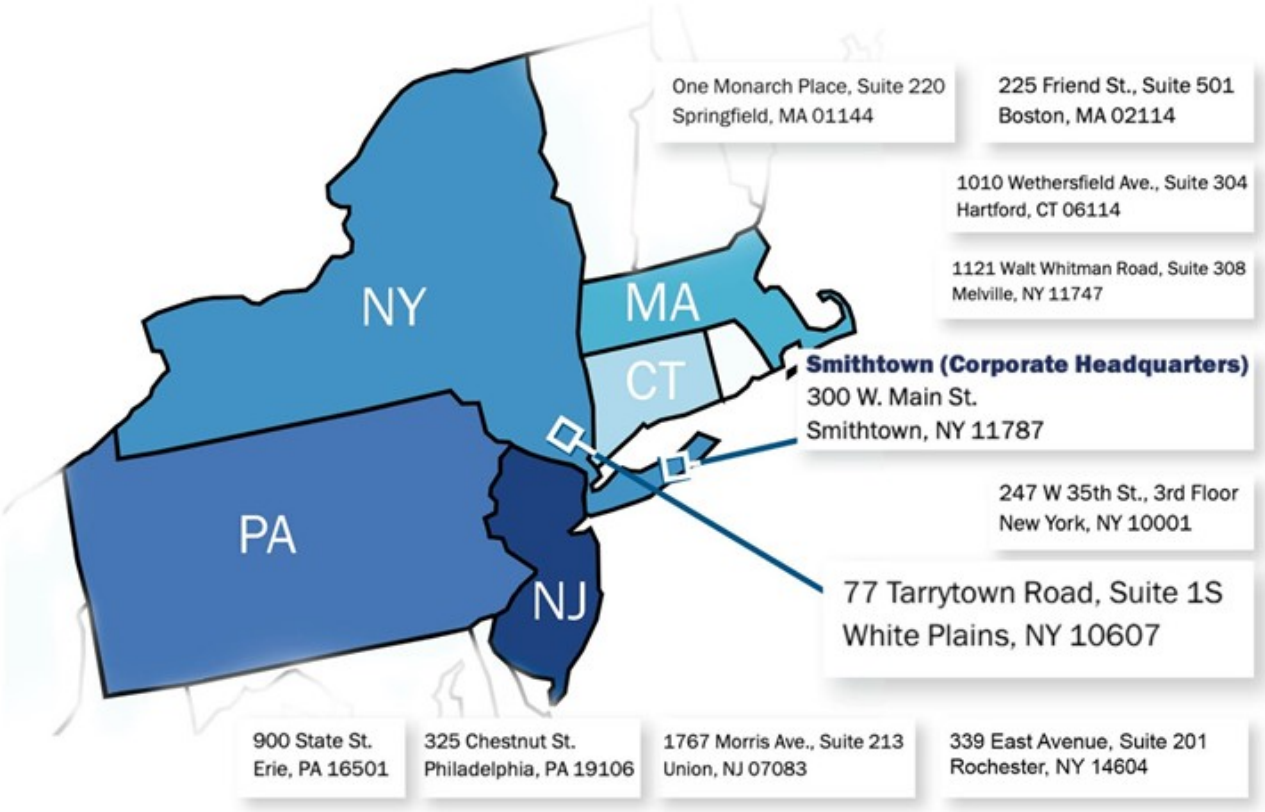
Company Mission Statement

It's our Mission: *"To provide the Onteora Central School District with world-class safety and security services to protect your students, staff, visitors, and property because everyone deserves to feel safe and secure and have the peace of mind that comes with knowing they are protected."*

Arrow Security Office Locations

We maintain eleven Regional Offices in strategic locations across five states, including New York, New Jersey, Connecticut, Massachusetts, and Pennsylvania. Each office is supported by a centralized Command Center operating 24/7, 365 days a year.

Furthermore, we deploy specialized teams comprising dedicated management personnel, operations staff, human resources professionals, and local field inspectors/supervisors at each regional site.



Financial Strength & Size

Arrow Security is a financially stable organization with a proven **40-year track record, currently providing 9.2 million Guarding hours per year**. We are fully resourced and capable of taking on the amount of new work that will be required at your locations. We have successfully transitioned large accounts, including Westchester Community College, Bradley International Airport, Acacia Network, all LeFrak Commercial properties in New York and New Jersey, and NYCHH Humanitarian Emergency Response Relief Centers.

At ~$325 million/year, Arrow Security is ranked number 9 in revenue for privately held Guarding companies in the United States. We have over 7,000 Officers and 150+ staff members to support our partners. Unlike other providers and private equity firms focusing more on acquisition than servicing their clients, Arrow Security focuses on strategic organic growth and providing a world-class service experience. **Our 98% customer retention rate and strong growth prove that our strategy is working and that we are qualified to take on new, large-scale projects.**

Our business model revolves around superior customer service and retention. Arrow retains many high-profile clients in multiple locations across various states.

We have been vetted by and are an approved GSA contractor and maintain secret clearance with the United States Department of Defense. Arrow is subject to an annual financial review by an independent auditing firm. We are excited to announce that our 2024 results were the best in the company's history!

With the addition of a large amount of new business, Arrow has demonstrated our ability to maintain financial strength and meet all terms and conditions of large security contracts, **removing virtually any risk in awarding Arrow Security this contract.**

Privately Owned & Operated

Arrow Security is privately owned and operated. We do not cater to shareholders, private equity firms, or board members; we cater to our clients! With no intention to sell the business, we focus on steady, strategic organic growth. Your escalation path for issues runs straight to ownership. As a flat organization, we make decisions that benefit our clients quickly. **We are committed to establishing a long-term, mutually beneficial relationship with the Onteora Central School District.**

Our financial strength revolves around superior customer service

Experience

Arrow Security has deep experience in some of the most challenging environments across numerous vertical markets, including K-12 education, higher education, critical infrastructure, property management, residential communities, healthcare, retail, transportation, and transitional living. We recognize the significance and scale of ensuring the safety of your students, staff, visitors, and property.

Select Partners Include, but are not limited to:

- Westchester Community College – 1621 HPW
- Sullivan County BOCES – 112 HPW
- Suffolk BOCES – 500 HPW
- Westbury Union Free School District – 312 HPW
- Scarsdale Union Free School District – 746 HPW
- Dominican University New York – 589 HPW
- Ardsley Union Free School District – 429 HPW
- Mineola Union Free School District – 320 HPW
- Boston College – 217 HPW
- Mount Pleasant School District – 160 HPW
- Florida Union Free School District – 94 HPW
- Center Moriches School District – 75 HPW
- Tuxedo Union Free School District – 41 HPW
- Nassau BOCES – 1479.25 HPW
- Tuckahoe Common School District – 84 HPW
- Great Neck Public Schools – 1967 HPW
- Mamaroneck UFSD – 856 HPW
- Freeport Union Free School District – 632 HPW
- Locust Valley School District – 567 HPW
- Chappaqua CSD – 364 HPW
- Valley Stream UFSD – 239 HPW
- East Syracuse-Minoa CSD – 187 HPW
- Miller Place UFSD – 149 HPW
- Adelphi University – 77 HPW
- Baldwinsville Central School District – 44 HPW
- Danbury Public Schools – 40 HPW



Experts in the Education Market

Arrow Security upholds its ‘EXPERT’ designation with unwavering dedication, focusing on operational excellence tailored to the education sector. Our distinguished clientele spans **Westchester Community College, Dominican University, Queensborough Community College, numerous respected libraries, over 45 school districts, and prestigious private and charter schools across the Northeast—including Scarsdale Union Free School District and Ardsley Union Free School District**. Arrow Security is also **the largest provider of security guard services to schools in New York State**, a distinction that reflects our deep understanding of campus safety, proven staffing capabilities, and commitment to student-centered protection.

Arrow Security’s experienced Operations Team has been serving educational clients for decades, and brings deep, firsthand knowledge of the unique safety needs within school environments. Our personnel are well-versed in navigating the challenges of K–12 and higher education settings, including campus-specific protocols, student interactions, and emergency response procedures. Additionally, our Operations, Leadership, and Executive Teams include professionals with extensive law enforcement and military backgrounds, contributing a command-level understanding of security operations, incident management, and crisis response. This depth of experience ensures a disciplined, mission-ready approach to safeguarding students, faculty, and school communities.

Our recruiting, training and development programs are specifically crafted to meet the unique requirements of each client in the education sector. Leveraging our extensive knowledge and practical expertise, we ensure our Officers are highly skilled and equipped to manage the distinct challenges of educational environments.



Management Approach

Committed to Your Safety

You will rest easy knowing that our professional management team and experienced security staff are just a phone call away. We pride ourselves on the ability to answer each call personally. **Our 98% customer retention rate makes it clear that you will never settle for less once you experience the Arrow difference.**

Arrow Security's centralized Command Center is staffed with Tour Commanders who are familiar with your business and your geographic area. Our dedication to your satisfaction extends from the front lines up to our executive offices, where our Owner and Professional Management Team participate in day-to-day operations and are available to serve you.

Your professional security team includes customized services provided by:

- **Chief Operating Officer – Craig Schwab** leads our company-wide operations and oversees our Northeast regional team, including quality assurance, operations, HR, recruitment, and compliance

- **Vice President of Operations** – **Juan Quinones** is an experienced Operations professional and will oversee the day-to-day security operations
  M: 914-661-6023 | **E:** jquinones@arrowsecurity.com

- **Account Manager** – **Alfredo Martinez** is your dedicated management professional who will oversee your onsite security operations and will serve as your direct, local point of contact for all your needs 24/7/365 in collaboration with Juan Quinonez
  M: 914-806-4543 | **E:** amartinez@arrowsecurity.com

- **Chief Human Resources Officer – Kristen Hildebrant** leads our team of HR professionals who vet and hire applicants using skill-matching and ATS software to provide you with high caliber Professional Security Officers

- **Field Inspectors/Supervisors** - Licensed, mobile security Supervisors who respond to alarms, provide backup security coverage, conduct frequent, unannounced quality assurance check-ins, and provide Officer mentoring and support

- **Tour Commanders** - **Matthew Regan, Command Center Director,** oversees skilled Supervisors and tour commanders who support your security team, manage schedules, and ensure 24/7 comprehensive coverage at your location

Our Westchester Regional Office, located at 77 Tarrytown Road in White Plains, is supported by a professional management team and further backed by the resources of our corporate headquarters on Long Island. Our President of Administrative Services and Chief Operating Officer provide daily oversight of all partner security programs, while our experienced Human Resources Team manages our talent pool and supports employees.

With a deep reservoir of Security Officers, Arrow Security has the resources to meet all your staffing needs, including special events, seasonal coverage, and surge staffing.

Our Operations Team has hundreds of years of combined experience in Military and Law Enforcement and maintains strong relationships with local, state, and federal law enforcement agencies.



We Are the Service People



A.J. Caro

Chief Executive Officer

Arrow Security is fortunate to have A.J. at the helm, developing strategic plans, overseeing technology solutions, and developing systems to ensure every partner has a superior customer experience. A.J.'s security background spans 30 years, yet he remains a visionary leader, motivated to serve our partners and grow the company. A.J.'s commitment to customer service sets the tone for the entire organization, and he regularly makes himself available to clients.

- 30 years as a Licensed Private Investigator
- Department of Defense clearance
- Named Top 40 Under 40 Businessperson
- Smart CEO award
- Awarded Fastest Growing Company by *Inc Magazine*



Peter Curcio

President, Administrative Services
MS, PEFP

Rock-solid operations are the foundation for exceptional service. In his prior career, Peter managed the entire NYC prison system. Today, he oversees our day-to-day administrative functions, manages internal affairs, and collaborates closely with the Chief Financial Officer to ensure that every partner receives the service they have come to expect of Arrow Security.

- Nearly four decades of law enforcement experience
- Graduate of Harvard's John F. Kennedy School of Government Executive Education Program
- Consultant to USDOJ / NIC
- Private Investigator, NYS
- 9/11 Responder



Brendon McDonald

Chief Financial Officer
CPA, CGMA

At Arrow Security, our priority is continuity of service. We count on Brendon to support our business foundations and track the bottom line to continue to offer superior service to our partners for years to come. His expertise also ensures that we remain compliant, not just with state and federal regulations but with partner expectations.

Brendon is a proud member of the following organizations:

- New York State Society of Certified Public Accountants (NYSSCPA)
- Institute of Management Accountants (IMA)
- American Institute of Certified Public Accountants (AICPA)
- Financial Executive Networking Group (FENG)
- Society of the Friendly Sons of St. Patrick



Darren Claphan

Chief Strategy Officer

Darren Claphan is a strategic leader with over 20 years of experience in the security industry across both private and public sectors. As the Chief Strategy Officer for Arrow Security, he drives strategic growth initiatives and ensures the alignment of security solutions with client needs. Mr. Claphan's expertise is grounded in his extensive background, including leadership roles in national security operations and his service as a United States Marine Corps Scout Sniper Team Leader.

- Former Senior Vice President of Security and Aviation at Madison Square Garden Entertainment Corp
- Former Vice President of Operations – National Accounts at U.S. Security Associates
- B.S. in Accounting and Security Management and an M.B.A. from Southwestern College
- Xtract One Security Technologies Advisory Board Member
- ASIS Member



Craig Schwab

Chief Operating Officer
MBA, CPP

Craig is a seasoned security leader with over 25 years of experience in corporate security and risk management. At Arrow, he oversees all corporate security operations. His strategic and methodical approach ensures that security operations align with business objectives and rigorously meet and anticipate client needs.

- Former Global Head of Corporate Security at BlackRock
- Former VP of Corporate Security at Deutsche Bank
- 10+ years of Executive Leadership – Allied Universal
- Assistant Regional Vice President of ASIS Region 5
- Former ASIS NYC Chapter Chairman & Vice Chairman



Scott Sturgess

Chief Revenue Officer
BS, SSBB

Scott came to Arrow Security with over 30 years of experience in the security industry. His leadership experience and background in sales management, product marketing, and business development ensures that we will continue to rank among the most successful security companies in the nation.

- 23-year career with Honeywell in electronic security and safety
- Former Vice President of Business Development with Summit Security



Robert Hopes

Executive Vice President – Quality Assurance
ASIS CPP®

Security is an exacting business. No one knows that better than Robert, a retired NYPD Detective and former security business owner. Robert collaborates closely with our team of Regional Vice Presidents and builds strong relationships with our partners.

- More than three decades of law enforcement and security industry experience
- Combat Cross recipient, NYPD – Mayor Ed Koch
- LI Chapter Board Member, ASIS



Kristen Hildebrant

Chief Human Resources Officer
MBA, MJLEL

Kristen is an experienced HR Leader specializing in talent acquisition, culture enhancement, compensation design, compliance, statutory matters, and organizational learning and development. At Arrow Security, Kristen drives organizational transformation to support our “We Care” culture and growth objectives while fueling engagement and retention.

- Over 20 years of HR leadership and expertise
- Former VP of HR at a global background screening firm
- MBA from Dowling College
- Master of Jurisprudence in Labor and Employment Law from Tulane Law School



Jude Murphy

Senior Director of Operations

Jude is a resourceful, results-orientated leader with over three decades of progressive experience in security management, sales, and operations. His management achievements in the security field have led to the highest level of responsibility. Jude has a proven track record spearheading operational improvements to drive productivity and reduce costs.

- Past Chairman of the American Society of Industrial Security (ASIS) Westchester and Rockland County Chapter
- BOMA Member
- Eastern Amputee Golf Association
- Licensed NYS Private Investigator
- **Will Serve as your Contract Point of Contact**
- **Local Hurley, NY Resident**



Juan Quinones

Regional Vice President of Operations

Operational effectiveness and strategy are both essential to superior performance. Juan has developed an impressive organizational advancement and achievement record in several positions due to diligence, commitment, professionalism, and work ethic. With over 24+ years of law enforcement experience, Juan's operational readiness is only one of the reasons why he is responsible for the day-to-day operations for Arrows' northern part of New York, including Westchester, Rockland, and Orange Counties.

- Retired Correction Warden, served as the Chief Administrator of a Correctional Institution with 900 employees and 1700 detainees
- Former security consultant to a homeless shelter and served as a Director of Security for a transitional housing facility
- Holds a bachelor's degree of Science in Criminal Justice and Community Human Services
- Holds a master's Certificate in Race and Crime from John Jay College



Alfredo Martinez

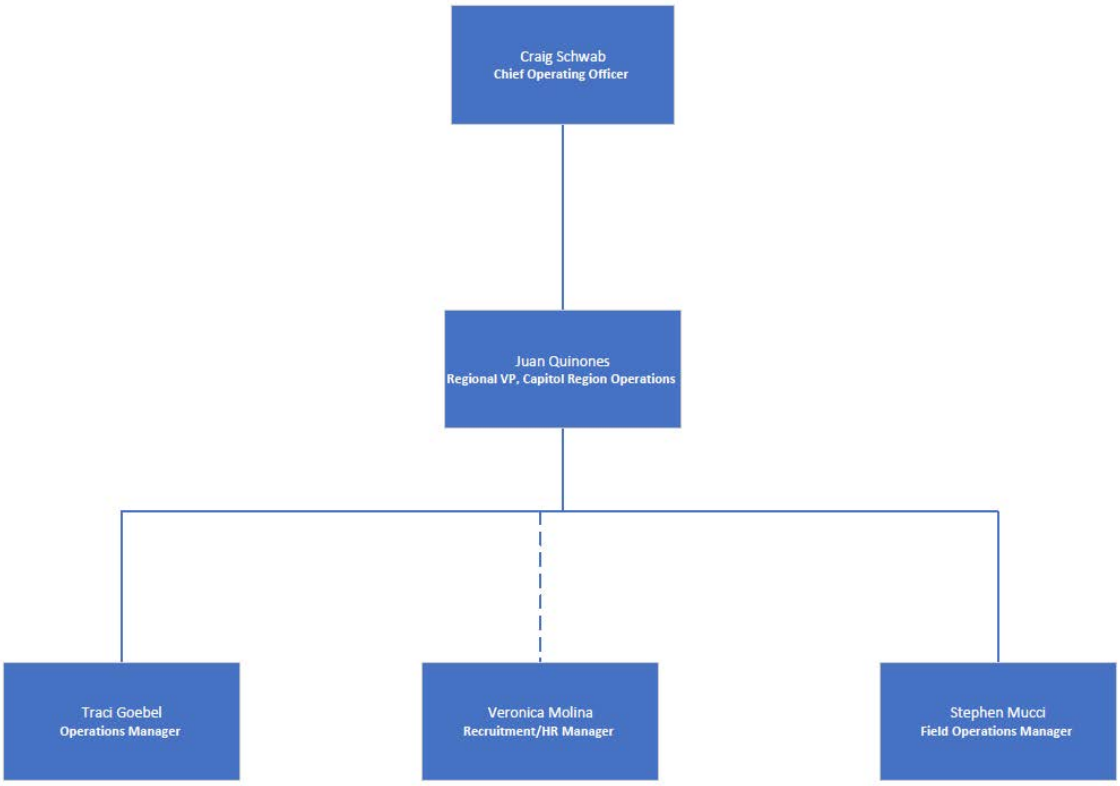
Account Manager

Alfredo Martinez is a results-driven Account Manager with extensive experience in security operations and client relations. Committed to Arrow Security's mission of delivering quality service with a client-first approach, he specializes in workforce coordination, program implementation, and operational efficiency. Alfredo continuously seeks innovative solutions to enhance security programs, ensuring seamless service delivery and exceeding client expectations.

- Over a decade of experience in security operations and account management
- Managed security operations for a multimillion-dollar portfolio, overseeing large-scale workforce deployment and ensuring operational excellence

Regional Organization

Arrow's team of professionals, located at **77 Tarrytown Road in White Plains**, will serve as your dedicated partner in security, safety, and service. This regional team is backed by the full resources of our corporate headquarters on Long Island, providing centralized support, advanced technology, and executive oversight to ensure consistent service delivery. With deep experience and a strong presence across New York, we are committed to supporting and enhancing the Onteora Central School District security program.



Our around the clock superior professional service makes it easy to do business with us

Personnel Selection & Recruitment

Finding the right fit is essential in any position, especially when your safety and security are at stake. Our recruiting process starts with understanding and addressing your specific requirements. We leverage our corporate and regional operations and HR teams to provide you with high-quality Security Officers.

We are committed to diversity and providing equal opportunity to all who apply. Our goal is to create a workforce representative of our communities' many cultures, backgrounds, and perspectives.

Our Recruitment Process:



Screening and Verification

Arrow Security places great importance on assigning only the most qualified and school-appropriate Security Officers. Our rigorous screening process includes thorough background checks, fingerprinting, employment eligibility verification (I-9), and validation of all required certifications. This ensures a dependable, professional security team that understands and respects the unique environment of your institution. All required records and clearances will be forwarded to the District in accordance with established protocols.

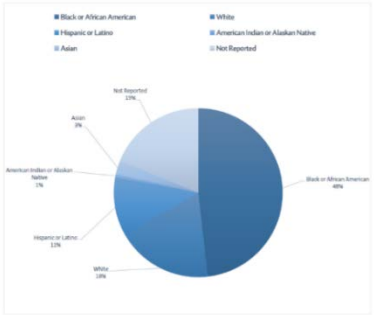
All Security Officers will undergo a comprehensive screening process to ensure full compliance with New York State law and Onteora Central School District requirements. This includes:

- Valid New York State Security Guard License
- Valid Driver's License
- Fingerprinting and criminal history record check in accordance with NYSED regulations
- Minimum of five (5) years of law enforcement or military experience
- I-9 Employment Eligibility Verification
- Consent to random drug testing
- Proficiency in reading, writing, and speaking English

Hiring

We will carefully select the most promising candidates and schedule two or more in-person interviews with the Operations Team and Human Resources. We are happy to have management interview security staff to ensure a good fit for assigned responsibilities and locations before placement**.**

Arrow Security Diversity Report



Arrow Security is committed to offering equal opportunities to all applicants. Our workforce reflects diverse cultures, backgrounds, and perspectives within our communities. We empower our employees to excel in their roles, irrespective of their department, ethnicity, background, or gender. By ensuring that every employee has an equal chance to express their opinions and actively listening to all voices, Arrow gains a deeper understanding of its workforce, leading to enhanced work quality for our clients. Our dedication to diversity, equity, and inclusion fosters more productive team members, enabling us to deliver superior service and solutions to our partners. Arrow Security proudly maintains an EEO and Affirmative Action organizational program.

Arrow Security is committed to building an inclusive, varied workplace welcoming to people of all backgrounds

Development, Retention, and Staffing

Career development and promotion from within are important parts of the Arrow culture. We know that everyone feels safer and more confident when surrounded by familiar faces, especially regarding your security force. That is why we work hard to develop, recognize, and support our Officers for long-term retention. These efforts include:

- **Officer Support Hotline** - To ensure our Officers feel confident, we provide a dedicated 800 phone number staffed by live operators who can answer questions and provide guidance for virtually any work-related need
- **Officer Mentorship** - We promote from within. Regional Vice Presidents, Operations Managers, and Field Inspectors work tirelessly to guide, train, and support Officers toward internal advancement
- **Employee Rewards** - Superior service is our goal. When our Officers go above and beyond, we make it a priority to recognize them with a certificate and monetary rewards
- **Prompt and efficient compensation** and pay administration by applicable laws and contractual agreements
- **Check-in/check-out software** automatically tracks exactly how many hours an Officer has worked, ensuring accurate pay
- **Professional Officer Training** - Arrow Academy provides nearly 400 courses to support career advancement
- **Weekly Payroll** - We pay our Officers weekly through direct deposit, check, or check card
- **Free Uniforms** - We provide our Officers with uniforms, outdoor gear, and replacements
- **Medical Plan** - Officers can select ‘Affordable Care Act’ medical plans from our provider network
- **Paid Training** - We pay Officers for training, site-specific training, and Arrow Academy training online
- **Holiday Pay** - Officers are paid for company-recognized holidays

Supported and motivated security personnel to provide higher quality service for your location

Succession Planning

Arrow's succession planning practices identify and train employees for roles of increased responsibilities or management positions. We ensure candidates have the knowledge, skills, and qualities to assume their new roles.

The step-by-step succession plan covers such areas as:

- Determining functions and position availability
- Determination of required competencies
- Competency gap analysis
- Design of developmental opportunities for each set of competencies
- Developing and maintaining a talent pool
- Reassessing and tracking the overall progress

Career Guidance and Field Mentoring

Arrow Security's Human Resources Professionals, Operations Managers, and Field Inspectors/Supervisors provide career guidance and field mentoring to Security Officers during everyday business. Human Resource Managers are always available to coach and guide our personnel.

Field mentoring is a daily occurrence at Arrow. Our Human Resources professionals, Operations Managers, and Supervisory Field Inspectors take seriously their duty to support Security Officers on the job by providing career guidance, skills support, and general direction whenever needed.

Special Certifications

We are proud to employ hundreds of security professionals who have specialized training to meet your unique security needs, including but not limited to:

- First Aid, AED & CPR certifications
- FEMA Active Shooter
- OSHA
- Naloxone Certification

All Arrow Officers at your location will be DHS FEMA Active Shooter certified

Benefits & Incentive Programs

Officer Recognition and Rewards

We recognize and reward top performers across the organization. For additional information, please see “Employee Recognition Programs.”

Accurate and Weekly Pay

We provide Officers with prompt and efficient compensation and pay administration in accordance with applicable laws and contractual agreements. Our check-in/check-out software automatically tracks exactly how many hours an Officer has worked, ensuring accurate pay. We pay our Officers weekly through direct deposit, check, or check card.

Uniforms/Equipment

We provide our Officers with uniforms at no charge, including outdoor gear, and replacements as requested.

Perks Program

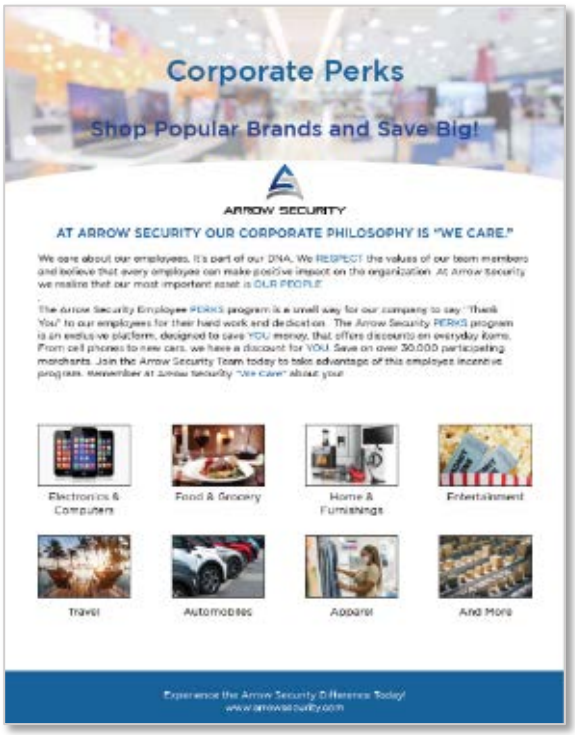
We offer our employees a “Perks” Program that provides discounts on everyday items.

Commuter Benefit

Our commuter benefits program offers reimbursement of commuting and transit costs with tax-free dollars.

Arrow Security Internal Newsletter & Social Media

Arrow Security’s internal newsletter is a quarterly publication highlighting important information to our security personnel. It serves as a key source for training and career development tips. We also use LinkedIn, Facebook, and Instagram to promote Officer achievements and internal promotions.



Immediate Officer Resolution

“We Care.” We address any Officer concerns immediately and resolve them with urgency. With Arrow Security, there is no corporate bureaucracy to cut through to correct issues

Employee Recognition Program

Officer of the Month/Officer of the Year

If Arrow Security is fortunate enough to be awarded the contract, we will proudly include Onteora Central School District Security Officers in our “Officer of the Month” recognition program. Each month, a selected Officer will receive a certificate of recognition and a $75 award. In addition, Onteora Officers will be eligible to participate in our annual “Officer of the Year” program, with the winner receiving a bonus, commemorative plaque, and certificate of achievement. We take pictures and celebrate our accomplishments. These employee recognition programs come at no expense to you. We've highlighted some of our recent winners below. Pending approval from the Onteora Central School District, we'll feature this in our internal newsletter and across our social media platforms.

Angel Award ($500)

Professional training matters! In 2024, eight Arrow Security Officers were honored with our Angel Award. This award was established to recognize our Hero Officers whose swift response, exemplary skills, and extraordinary measures saved lives.

Employee Appreciation Event

Arrow Security hosts an annual event to show appreciation for the hard work of recognized Officers in the field. Officers are honored with company-wide recognition, a Certificate, a plaque, and a bonus.









Training

Our commitment to training stems from our belief that well-trained Officers are more capable of protecting your community. Our training programs produce Officers with the skill sets to react appropriately. We track training compliance and licenses/certifications for all Security Officers.

Arrow Security is a New York State certified Security Officer Training School. We have local and regional trainers who conduct in-person training for our Officers and clients.



Lou Sweet

Executive Director of Field Support Services, Licensed Private Investigator

As a former Law Enforcement Officer and Security Director who became a founding member of the US Dept. of Homeland Security, Lou's experience is unmatched. Following a successful career with the Federal Government, he became certified to teach various security courses and joined the Arrow Team. Lou is an active, certified instructor in a variety of critical areas.

- Founding member, US Department of Homeland Security
- Firearms Use of Force Subject Matter Expert (SME), NY Field Office
- Certified Instructor: ALICE Active Shooter, NY State Division of Criminal Justice Services (DCJS) General Topics and Firearms Instructor for Security Guards, Municipal Police Council General Topics (Police)



Frank Catalano

Training Manager, CPP

As Training Manager, Frank instructs on NYS Mandated Security Officer Training courses and develops customized security training programs to meet our client's particular needs. Frank has 25+ years of security industry experience.

- Former Director of Security at NYC educational institution, overseeing campus security for 25 buildings over 600 acres
- Bachelor of Science degree in Criminal Justice from New York Institute of Technology (NYIT)
- Certified New York State, Division of Criminal Justice Services (DCJS) training instructor. Certified Red Cross Instructor for CPR/AED training

Our Comprehensive Training Offering

As the largest provider of school security services in New York State, Arrow Security has developed a dedicated training framework specifically for educational environments. Our curriculum addresses the realities of school-based assignments and is designed to promote safety, professionalism, and cultural awareness within academic settings.

- **New York State Security Guard License Required Training:**
    - 8-Hour Pre-Assignment Training (prior to licensing)
    - 16-Hour On-the-Job Training
    - 8-Hour Annual Refresher Training (completed each calendar year)
- **Site-Specific On-the-Job Training**
    - Hands-on instruction will be provided at Onteora Central School District to ensure Officers are fully prepared for their responsibilities. Training will cover site-specific duties, post orders, security protocols, and Onteora Central School District policies and expectations. All assigned Officers will also participate in District-led training sessions as required.
- **Arrow Academy Online Training**
    - Three (3) hours per year per Officer focused on topics such as Access Control, Access Control, Patrols and Fixed Posts, Report Writing and Crime Prevention, Fire Protection and Life Safety, and Emergency Situations
- **CPR, AED, and First Aid Certification – and requalification**
- **Sexual Harassment Training – conducted annually**
- **Emergency Response Protocols**
- **Department of Homeland Security (DHS) FEMA Active Shooter Certification** – Comprehensive instruction on active shooter response and preparedness
- **Daily Coaching and Mentoring** – Ongoing guidance provided by Field Inspectors and Supervisors to reinforce best practices
- **Logbook & Incident Reporting Procedures** – Training on accurate and effective documentation of security-related incidents

Arrow Academy Customized Training Curriculum

Arrow Security has developed a **specialized training program designed exclusively for educational environments**, reflecting our role as the leading provider of school security services in New York State. Through **Arrow Academy**, our online training platform, Security Officers have access to nearly 400 continuing education courses tailored for school-based assignments—covering topics such as student interaction, emergency response, access control, and campus safety protocols.

For Onteora Central School District, we will implement a **customized training curriculum** that aligns with your institutional values and operational priorities. Officers can access courses from any device, receive formal certifications upon completion, and have their compliance tracked by our dedicated HR and Compliance Teams.

Our three-year training program—focused on **customer service, safety, and school-specific responsibilities**—is provided at no additional cost. Initial training modules will be distributed at the start of the contract, with completion expected within 30 days. Updated content will be assigned annually on the contract renewal date. We will collaborate with Onteora Central School District to coordinate course selections, scheduling, and deliver timely proof of completion to your designated representative.

Course options include, but are not limited to:

- Access / Egress Control
- Analysis of Pre-Attack Indicators
- Behavioral Warning Signs of Active Shooters
- Body Language: Analysis of Deceptive Behavior
- Building Evacuation and Emergencies
- Campus Safety and Security
- Communicating with Angry People
- Customer Service as a Security Function
- De-Escalation and Conflict Resolution
- Defusing Conflict and Crisis
- Dealing with Mentally Ill People
- Event Security
- Fire Prevention Safety
- First Aid, CPR, and AED
- Campus Awareness and Crime Prevention
- Gender and Cultural Diversity
- Handling Emergency Situations
- Managing Confrontation with Communication
- Campus Security Report Writing
- Medical Emergency Response
- Non-Aggressive Defense
- Parking Lot Security
- Principles of Active Shooter Response
- Radio Communications
- Security and Police Relations
- Special Events
- Verbal Judo
- Workplace Violence
- Interaction with Police and Other Emergency Personnel
- Building Searches

Drills and Security Officer Mentoring

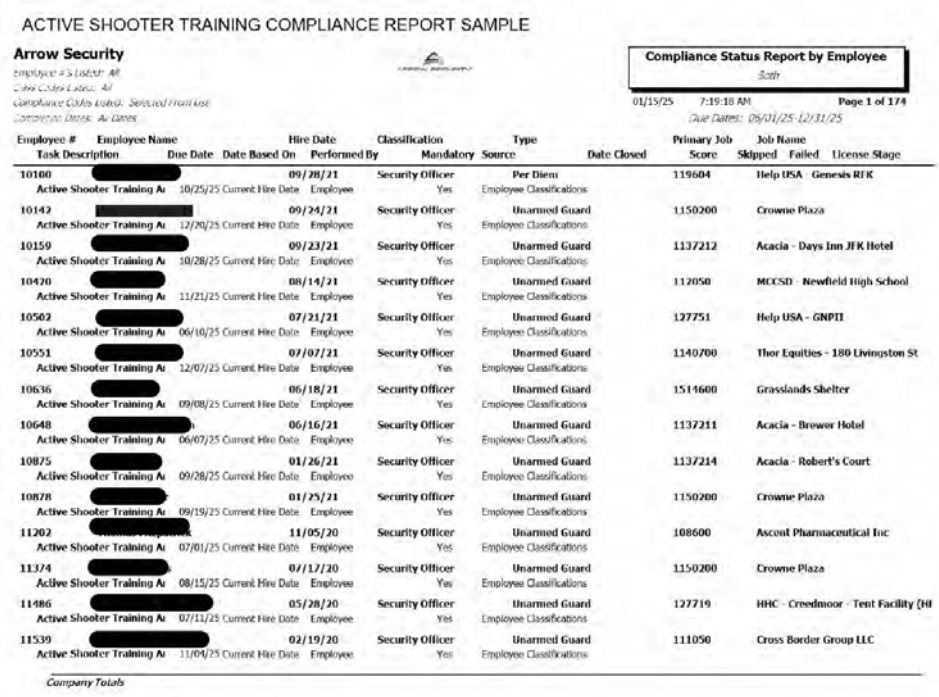
Arrow Field Inspectors/Supervisors and Operations Managers inform Security Officers of changing conditions and current events. They provide mentoring and guidance to on-site security personnel, improving professionalism, morale, and performance. Supervisor Development Training includes:

- Leadership training
- Scheduling Officer assignments
- Inspection procedures
- Specific reporting requirements
- Emergency response
- How to identify problem areas and quality of life issues

Training Compliance

Arrow's HR software tracks site-specific training requirements for all Security Officers assigned to your security program:

- We will comply with all site training requirements
- We comply with all federal, state, and local mandated training requirements, including sexual harassment training
- Compliance reports will be provided



ACTIVE SHOOTER TRAINING COMPLIANCE REPORT SAMPLE

Arrow Security

Compliance Status Report by Employee

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Employee #	Employee Name	Hire Date	Classification	Type	Primary Job	Job Name
Task Description	Due Date	Date Based On	Performed By	Mandatory	Source	Date Closed	Score	Skipped	Failed	License Stage
10100	[redacted]	09/28/21	Security Officer	Per Diem	119604	Help USA - Genesis RFK
Active Shooter Training Au	10/25/25	Current Hire Date	Employee	Yes	Employee Classifications					
10142	[redacted]	09/24/21	Security Officer	Unarmed Guard	1150200	Crowne Plaza
Active Shooter Training Au	12/20/25	Current Hire Date	Employee	Yes	Employee Classifications					
10159	[redacted]	09/23/21	Security Officer	Unarmed Guard	1137212	Acacia - Days Inn JFK Hotel
Active Shooter Training Au	10/28/25	Current Hire Date	Employee	Yes	Employee Classifications					
10420	[redacted]	08/14/21	Security Officer	Unarmed Guard	112050	MCCSD - Newfield High School
Active Shooter Training Au	11/21/25	Current Hire Date	Employee	Yes	Employee Classifications					
10502	[redacted]	07/21/21	Security Officer	Unarmed Guard	127751	Help USA - GNPII
Active Shooter Training Au	06/10/25	Current Hire Date	Employee	Yes	Employee Classifications					
10551	[redacted]	07/07/21	Security Officer	Unarmed Guard	1140700	Thor Equities - 180 Livingston St
Active Shooter Training Au	12/07/25	Current Hire Date	Employee	Yes	Employee Classifications					
10636	[redacted]	06/18/21	Security Officer	Unarmed Guard	1514600	Grasslands Shelter
Active Shooter Training Au	09/08/25	Current Hire Date	Employee	Yes	Employee Classifications					
10648	[redacted]	06/16/21	Security Officer	Unarmed Guard	1137211	Acacia - Brewer Hotel
Active Shooter Training Au	06/07/25	Current Hire Date	Employee	Yes	Employee Classifications					
10875	[redacted]	01/26/21	Security Officer	Unarmed Guard	1137214	Acacia - Robert's Court
Active Shooter Training Au	09/28/25	Current Hire Date	Employee	Yes	Employee Classifications					
10878	[redacted]	01/25/21	Security Officer	Unarmed Guard	1150200	Crowne Plaza
Active Shooter Training Au	09/19/25	Current Hire Date	Employee	Yes	Employee Classifications					
11202	[redacted]	11/05/20	Security Officer	Unarmed Guard	108600	Ascent Pharmaceutical Inc
Active Shooter Training Au	07/01/25	Current Hire Date	Employee	Yes	Employee Classifications					
11374	[redacted]	07/17/20	Security Officer	Unarmed Guard	1150200	Crowne Plaza
Active Shooter Training Au	08/15/25	Current Hire Date	Employee	Yes	Employee Classifications					
11486	[redacted]	05/28/20	Security Officer	Unarmed Guard	127719	HHC - Creedmoor - Tent Facility (HI
Active Shooter Training Au	07/11/25	Current Hire Date	Employee	Yes	Employee Classifications					
11539	[redacted]	02/19/20	Security Officer	Unarmed Guard	111050	Cross Border Group LLC
Active Shooter Training Au	11/04/25	Current Hire Date	Employee	Yes	Employee Classifications					

Company Totals

Coordination with Local Law Enforcement

Upon the contract award, Arrow Security will work with the law enforcement agencies serving Onteora Central School District to ensure a strong working relationship.

Benefits include:

- ✓ **Faster Emergency Response**
  Improves reaction time during crises like lockdowns, intrusions, or active threats
- ✓ **Shared Intelligence**
  Enables early alerts on local criminal activity or potential threats affecting schools
- ✓ **Unified Safety Planning**
  Aligns school safety protocols with police procedures for smoother joint response
- ✓ **Training & Drills**
  Allows for joint training in lockdowns, evacuations, and threat assessments
- ✓ **Relationship Building**
  Builds trust between officers, students, and staff—supporting a safer school climate
- ✓ **Legal & Investigative Support**
  Ensures proper handling of incidents involving drugs, weapons, or assaults
- ✓ **Crisis Communication**
  Enhances coordination on public messaging during emergencies



Advanced Technology

Arrow Security leverages the latest technology to promote peace of mind and ensure the highest quality care for each partner. We customize our technology to enhance your security program, mitigate risk, minimize cost, and better protect your students, staff, visitors, and property.

Command Center

A key element of our service hinges on our centralized Command Center staffed with experienced Tour Commanders who will answer your call or email around the clock. Our Tour Commanders are familiar with your operation, security needs, and geographic area, making communication smooth and efficient.

- Our Command Center ensures all your posts are fully covered and coordinates additional staffing requirements as needed
- Keeps communication open among Officers, Supervisors, location(s), and clients
- You can always reach a Tour Commander 24/7/365



Matthew Regan

Director, Arrow Security Command Center

Matthew Regan, a seasoned security industry professional, brings over a decade of experience to his role as Director of the Arrow Security Command Center (ACC). With a rock-solid foundation in operations management and a proven track record in developing and leading security operations, Matthew has consistently demonstrated his leadership skills and ability to enhance organizational efficiency and compliance for our clients. Fluent in WinTeam workforce management software, Matt leverages his expertise to provide critical analytics and technology upgrades to enhance Arrow Security's services.

- Was integral in the creation of the Security Operations Center at Summit Security Services and managed a team of operators
- Successfully integrated scheduling and electronic timekeeping systems companywide and led compliance and overtime reduction initiatives
- As an Operations Manager at Allied-Universal, Matt managed over 250 security Officers and 9,000+ billable hours, excelling in recruitment, training, operations management, and client services

Ensuring Officers Report to Work

Using eHub, our time and attendance systems are tied to our WinTeam software. Tour Commanders begin checking in Officers before the start of their shift using our green, yellow, and red system, and time and attendance are automatically captured.



Green – The Officer will be on time and post



Yellow – The Officer will be late but will be on post

- ✓ The centralized command center reaches out to the Officer currently on the post and requires them to stay on post until their relief arrives (no charge to you)
- ✓ Or we dispatch a Field Inspector / Supervisor to hold the post till relief arrives (no charge)



Red – The Officer calls out

- ✓ Our centralized command center Tour Operators begin reaching out to the qualified replacement Officers
- ✓ The centralized command center reaches out to the Officer currently on post and requires them to stay on post until their relief arrives (no charge)
- ✓ Or .... we dispatch a licensed Field Inspector / Supervisor to hold the post until relief arrives

You will have **complete visibility into Officer time and attendance.** Audit reports will be provided with each invoice and additionally made available as required or upon request.

Officer check-in / out software is tied directly to our payroll and billing system to ensure Officers are paid accurately and you are invoiced correctly

Time & Attendance

- **Arrow Security leverages eHub Geofencing to ensure that Officers sign into work only when they arrive at work**
- **The Lighthouse and eHub apps will be loaded on all Officers' devices at no charge to you**
- Resolves billing issues by providing highly accurate attendance reports
- Allows Arrow Account Management to monitor and enforce attendance, communicate with Officers, and manage staffing in real time
- Successfully create and maintain rotating and dynamic schedules, listing each worksite, position, and qualifications by job
- Detect and prevent scheduling conflicts
- Reduce unnecessary overtime costs
- Provide employee access to a monthly schedule and shift information
- Control how and when employees report hours worked
- Allow internet-based access to employee timesheets



Security Management Software - WinTeam Lighthouse

Our Security Management Software gives you real-time data to measure your most important KPIs to create security efficiencies and increase productivity. **All Officers utilize our Lighthouse Security Management Software loaded onto their devices (at no additional charge). Arrow Security will provide the District with detailed monthly reports summarizing activity, incidents, and service metrics.**



- Hourly/daily/weekly/monthly automated customized reports and KPIs
- Client portal for real-time views of activity
- Incorporates video or photo evidence
- Eliminates messy handwritten reporting
- All reports are now electronic
- Cloud-based interactive tour verification with guard prompts
- Electronic post-order confirmation reporting and management
- Emergency response and communication
- Real-time GPS location and geo-fencing



Guard Tours: See “who and where” in real-time

With security guard tours, you will always know where your guards are. Arrow Security will implement Lighthouse Guard Tours to establish real-time tracking and accountability. This system will be fully operational from the start of services and maintained throughout the duration of the contract.

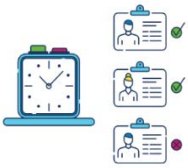


More control over every shift

Operational visibility — every shift and every activity — in real-time. Full view of your workforce and receive updates as they happen — missed patrols, incidents, and more.

Review tasks from anywhere.

Guards can record tasks and security activity from the field using the mobile app or easy-to-use, customizable forms. Submitted data populates reports in real time.



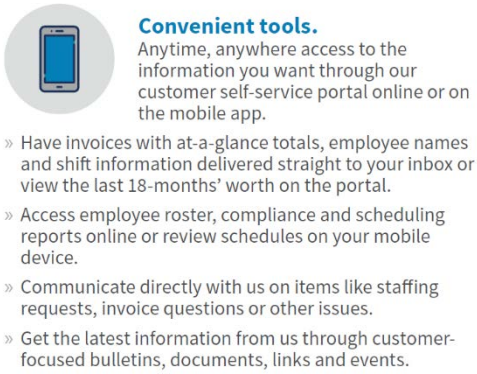
Immediate updates and verification on incidents and patrolling

Officers submit daily activity and incident reports on the mobile app and attach photos and notes to improve quality and communication. You stay informed with automated emails as new incidents are reported. On-demand, user-friendly reports.

Client Billing, Employee Payroll & Analytic Support

With Arrow's WinTeam Client Self-Service portal or mobile app, you can access real-time invoices.

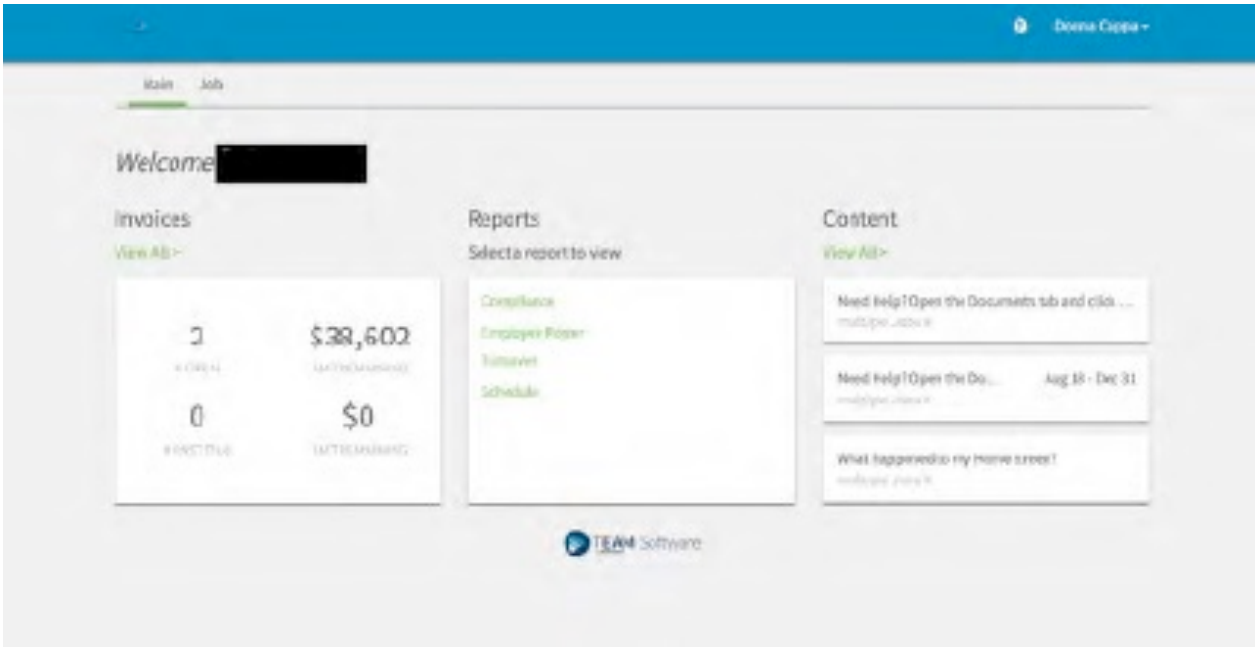
Employee payroll and client billing are tied directly to our Officer check-in/check-out WinTeam software. This helps ensure accurate payroll and billing. Arrow Security maintains daily time logs, including Security Officer names, post locations, starting and ending times, and total hours worked.



- Seamless, automated invoices generated from our Command Center software
- Our Finance Team is always available to walk you through any questions
- Cathy Walsh, VP of Financial Operations, acts as your single POC for any issues related to billing/invoicing

WinTeam Client Portal

The WinTeam Client Portal provides clients with **real-time access to licensing compliance, scheduling reports, roster reports, invoices, and turnover information.**



Scheduling/Roster Report Sample

Arrow Security
Employee #'s Listed: All

Scheduling Report Matrix
Dates: 01/20/25 To 01/26/25

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Position Description		Shift Code	Mon 01/20/25	Tue 01/21/25	Wed 01/22/25	Thu 01/23/25	Fri 01/24/25	Sat 01/25/25	Sun 01/26/25
Lobby Desk #2		1stB 1 08:30 - 16:30 8.00	Payne Jahiem J 08:30-16:30 8.00	Payne Jahiem J 08:30-16:30 8.00	Payne Jahiem J 08:30-16:30 8.00	Payne Jahiem J 08:30-16:30 8.00	Goris Jason 08:30-16:30 8.00	XXXXXXXXXXXXX XXXXXXXXXXXXX	XXXXXXXXXXXXX XXXXXXXXXXXXX
Lobby Desk #2		2nd 1 15:00 - 23:00 8.00	Contreras Winston A 15:00-23:00 8.00	Contreras Winston A 15:00-23:00 8.00	Contreras Winston A 15:00-23:00 8.00	Contreras Winston A 15:00-23:00 8.00	Contreras Winston A 15:00-23:00 8.00	XXXXXXXXXXXXX XXXXXXXXXXXXX	XXXXXXXXXXXXX XXXXXXXXXXXXX
Lobby Desk #2		8 1 23:00 - 11:00 12.00	XXXXXXXXXXXXX XXXXXXXXXXXXX	XXXXXXXXXXXXX XXXXXXXXXXXXX	XXXXXXXXXXXXX XXXXXXXXXXXXX	XXXXXXXXXXXXX XXXXXXXXXXXXX	Jean-Louis Matialdo 23:00-11:00 > 1.00 | 11.00	Jean-Louis Matialdo 23:00-11:00 > 1.00 | 11.00	XXXXXXXXXXXXX XXXXXXXXXXXXX 11.00
Lobby Desk #2		8 1 23:00 - 07:00 8.00	XXXXXXXXXXXXX XXXXXXXXXXXXX	XXXXXXXXXXXXX XXXXXXXXXXXXX	XXXXXXXXXXXXX XXXXXXXXXXXXX	Jean-Louis Matialdo 23:00-07:00 > 1.00 | 7.00	XXXXXXXXXXXXX XXXXXXXXXXXXX 7.00	XXXXXXXXXXXXX XXXXXXXXXXXXX	XXXXXXXXXXXXX XXXXXXXXXXXXX
Post Total	216.00		64.00	32.00	32.00	32.00	33.00	40.00	24.00	23.00
Special: Construction - Securi		1st 1 06:00 - 14:00 8.00	Foster Ignacio A 06:00-14:00 8.00	Foster Ignacio A 06:00-14:00 8.00	Foster Ignacio A 06:00-14:00 8.00	Foster Ignacio A 06:00-14:00 8.00	Foster Ignacio A 06:00-14:00 8.00	XXXXXXXXXXXXX XXXXXXXXXXXXX	XXXXXXXXXXXXX XXXXXXXXXXXXX
Special: Construction - Securi		1st 2 06:00 - 14:00 8.00	Nesmith Wayne A 06:00-14:00 8.00	Nesmith Wayne A 06:00-14:00 8.00	Nesmith Wayne A 06:00-14:00 8.00	Nesmith Wayne A 06:00-14:00 8.00	Nesmith Wayne A 06:00-14:00 8.00	XXXXXXXXXXXXX XXXXXXXXXXXXX	XXXXXXXXXXXXX XXXXXXXXXXXXX
Special: Construction - Securi		1st 1 07:00 - 15:00 8.00	Nixon Ahsley J 06:00-14:00 8.00	Nixon Ahsley J 06:00-14:00 8.00	Nixon Ahsley J 06:00-14:00 8.00	Nixon Ahsley J 06:00-14:00 8.00	Nixon Ahsley J 06:00-14:00 8.00	XXXXXXXXXXXXX XXXXXXXXXXXXX	XXXXXXXXXXXXX XXXXXXXXXXXXX
Post Total	120.00		24.00	24.00	24.00	24.00	24.00	24.00	0.00	0.00
Actual Total	978.50			169.50	176.50	176.50	176.50	176.50	55.00	48.00

Officer Certification and Licensing Software

Regional and Corporate HR personnel are notified automatically of impending Security Officer registration, licensing, and certification expirations.

Arrow Security
Employee #'s Listed: Range Entered
Class Codes Listed: All
Compliance Codes Listed: All
Completion Dates: All Dates

Compliance Status Report by Employee
Both

01/13/25 2:55:31 PM Page 1 of 1
Due Dates: 01/01/24-12/31/24

Employee # / Employee Name / Task Description	Due Date	Date Based On	Hire Date / Performed By	Classification / Mandatory	Type / Source	Date Closed	Primary Job Score	Job Name Skipped	Failed	License Stage
24093 [redacted]			08/28/23	Security Officer	Non Union (Working Union Job : 127720					HHC - Randalls Island (HERRC)
NYS Security Guard	12/12/24	License / Expiration	Employee	No	Other Completed Items					Expired
2024 Nys Sexual Harassn	12/11/24	Original Hire Date	Employee	Yes	Other Completed Items	12/11/24				
Completion Notes:										
Arrow Academy - Active S	08/27/24	Current Hire Date	Employee	Yes	Employee Classifications					

Tactical Security Operations Technology

Arrow trains its personnel in the use of state-of-the-art tactical security tools and systems:

- Client Command Center monitoring
- Medical response technologies, such as Automatic External Defibrillators
- Metal detection and X-ray screening technologies
- Explosives trace detection equipment
- Electronic visitor management and badging systems
- State-of-the-art video surveillance systems
- Intrusion detection and alarm point monitoring systems
- Access control technologies, including biometric and proximity card technologies
- Environmental monitoring technologies

Strategic Alliance Partners (Technology and Services)

At Arrow Security, we believe in a holistic and layered approach to your security and safety. **Through our Strategic Alliance Partner Network**, we help provide you with the most comprehensive protection. We have vetted our partners across specific disciplines to maximize your security and safety program. By combining the expertise of Arrow and our Strategic Alliance Partners, you have access to the best available security in the industry today.



Partner Network Services Include:

- Electronic Security
- Canines
- Drones
- Security Robots
- AI Powered Intelligence Platforms for Dark Web Investigations
- Threat Assessment Management Team Creation
- Crisis Management Planning & Response
- Physical Threat and Vulnerability Assessment and Risk Mitigation
- Educational Security Assessments & Training
- Security Management Process Improvement & Training
- Rapid Deployment of Mobile CCTV Solutions
- Security / Shatter Proof Window Film
- Event Medical Services
- Investigations & Employee Background Screening

Quality Assurance

Hiring – The Foundation of Quality Assurance

Quality assurance begins with selecting the right personnel. Arrow Security employs a rigorous hiring and screening process to ensure we assign Officers who are professional, reliable, and well-suited for your specific environment. We recognize that Officers at your locations may interact directly with the public, and their ability to foster a safe, respectful environment is paramount. In line with our “We Care” philosophy, we invest in their retention, training, and professional development. Our support structures and career path programs help reduce turnover, increase satisfaction, and maintain consistently high service levels.

Key Performance Indicators (KPI) Measurement

Our priority is to deliver safety and security coupled with responsive and transparent customer care 24/7/365. **That is why we collaborate with you to establish Key Performance Indicators (KPIs)** to ensure that goals and expectations are aligned and measurable.

Our Lighthouse Security Management software can help you identify trends and analyze real-time data to determine if you are spending time and money in the right places. You can now track your most important KPIs and make informed decisions regarding:

- Risk Mitigation
- Incident Analysis
- Documented Evidence
- Completed Guard Tours
- Officer Accountability
- Management Oversight
- Program Efficiencies

Computerized collection of specific KPI data can be leveraged to streamline communication, automate the delivery of incident reports, and improve processes. The easy-to-read summary in the client dashboard allows you to determine when program adjustments are necessary.

Field Inspectors / Supervisors conduct frequent unannounced site inspections

Site Inspections

Local Field Inspectors/Supervisors will conduct random and unannounced site inspections on post to help ensure peak performance. The 12-point check includes:

- Attendance
- Alertness
- Licensing
- Uniform and grooming
- Job Knowledge
- Performance
- Report Writing
- Training
- Logbook review
- Post orders
- Equipment
- Fleet (if applicable)

Progressive Discipline and Zero-Tolerance Policies

Arrow Security's policy holds Security Officers ultimately accountable for adhering to the company's code of conduct and our expectations of service. Our Arrow Security onboarding process sets forth the standards we expect from our Officers. Officers must sign every page of the electronic employee handbook, acknowledging their understanding of the policies and the high standards of service expected at Arrow.

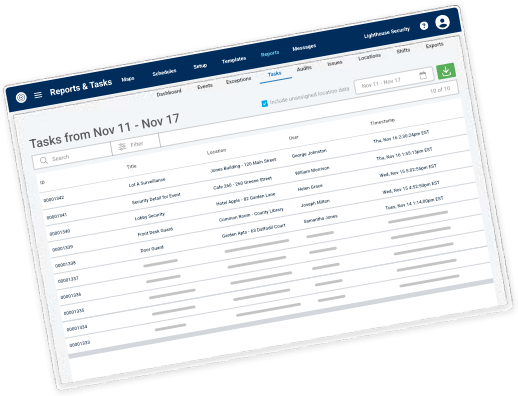
Corrective Action Plans

Corrective Action Plans are implemented if a Security Officer does not meet your expectations. Remedial training will be provided, and documentation will be added to the employees' file. Depending upon the severity, the Officer may be removed from your location.



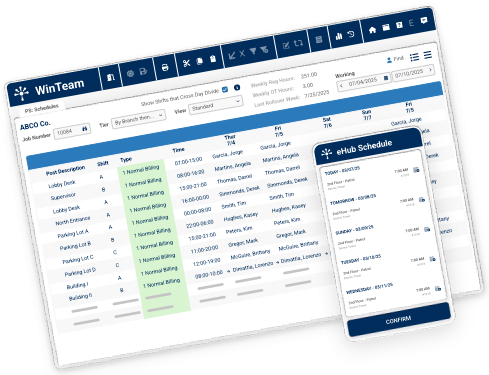
Technology-Driven Real-Time Reporting

- **Lighthouse Security Management Software**
  - ➢ Enables real-time data reporting, guard tour tracking, and electronic submission of daily activity and incident reports
  - ➢ Features include automated notifications, GPS-based guard tours, and integration of video/photo evidence with timestamped data



- **24/7 access to reports and activity summaries via a secure client portal eHub Time and Attendance Tracking**
  - ➢ Geofencing technology ensures that Officers sign in only when present at their worksite, preventing inaccuracies in attendance and billing
  - ➢ Real-time tracking of schedules and attendance reduces overtime and identifies staffing gaps, which are addressed immediately by our Command Center

- **WinTeam Integration**
  - ➢ Real-time reporting on applicant tracking, compliance, and scheduling ensures seamless workforce management and accuracy across all operations
  - ➢ WinTeam Client Portal access to invoices, rosters, schedules, license compliance and turnover reports



Command Center Support

Arrow Security's Command Center ensures operational oversight, real-time communication, and staffing continuity:

- Staffed 24/7/365 by experienced Tour Commanders familiar with your operations and security needs
- Coordinates real-time responses to incidents, staffing adjustments, and compliance monitoring
- Ensures all reporting systems, including Lighthouse and eHub, function optimally to your needs

Communication

Consistent communication is the cornerstone of our quality assurance program. **Your Account Manager, Alfredo Martinez, is available 24/7/365 to resolve any quality concerns.**

Your escalation path for any issues includes Juan Quinonez, Regional Vice President of Operations; Craig Schwab, Chief Operating Officer; Peter Curcio, President of Administrative Services; and our CEO, A.J. Caro.

We pride ourselves on addressing customer concerns with a sense of urgency. If there is an issue, call us, and we will work to resolve it immediately.

You call	We pick up the phone
You leave a message	We call back immediately
You email	We respond
You have a question	We meet with you
You want supervision	We are on site frequently
You need an answer	We are reachable
You want exceptional service	We got you covered

Quarterly Business Reviews

In addition to day-to-day communication, we offer formal quarterly business reviews with our partners. Our Executive leadership team will schedule a meeting with you to review performance and ensure we meet your expectations.

Proactive Service Failure Prevention

It is not enough to react to a problem. We take a proactive approach to service failure prevention. You have a dedicated team working around the clock to ensure we avoid problems before they occur. The Field Inspectors/Supervisors, Operations Managers, and Regional Vice Presidents are dedicated to your account's success. We collaborate with your Officers to provide daily updates and training and strive for continuous improvement.

Our around the clock superior professional service makes it easy to do business with us

Uniforms and Equipment

We understand how important appearance is when it comes to Security Officers. Often, the public does not realize that the Officers do not work for our clients. That is why we take the extra steps to ensure our Officers look sharp and present a positive image.

Arrow Security will comply with the Onteora Central School District's uniform standards, ensuring that all Officers maintain a neat, professional, and high-visibility appearance. Uniforms and photo identification will be worn and clearly visible at all times.

In accordance with District requirements, Arrow Security will supply two (2) GPS-enabled smartphones—at no additional cost—to ensure effective communication between Security Officers and school administrators throughout the day. Equipment will be maintained in full working condition, with one device assigned per school to support reliable communication and prompt incident response.



Professional crisp, clean uniforms give Security Officers a sense of pride and provide a positive impact on your brand

Transition

We use a systematic transition approach and assign a dedicated Transition Team to ensure a seamless security program launch to meet your unique business needs. We understand how you value your current Officers and encourage the retention of key staff members to benefit a smooth transition. We select the best Officers, follow a 30-day checklist, and conduct regular update meetings throughout the transition lifecycle.

Your transition will be led by Jude Murphy.



Proven hassle-free transition process

30-Day Transition Process

DAYS 1-5

Step 1 – Align Expectations

Our Regional Transition Team meets with you and your team at your property to get acquainted, walk through, and learn precisely what you prefer to protect your property and design your customized transition plan.

- Review policies, procedures, and guidelines
- Establish staffing requirements and document criteria for posts
- Recruitment, selection, and hiring process begins
- Post Order development, ordering of equipment

DAYS 6-15

Step 2 – Select Officers

Arrow carefully selects Officers who will suit your needs.

- Finalize post orders according to partner preferences
- Select Officers and orient them to the finalized security plan
- Officer training begins
- Establish liaison with the local police department
- Develop work schedules

DAYS 16-25

Step 3 – Prepare to Go Live

Your security force will be comprised of skilled, conscientious Officers supported by a professional management team. In this stage, we provide comprehensive training.

- Assign posts. Candidate selection completed
- Training status review – on-site and virtual
- Train Officers to meet unique business needs
- Inventory and stage security equipment
- Issue and inspect Officer uniforms

DAYS 26-30

Step 4 – Finalize Operational Details

Final preparations for transition date. Your dedicated Transition Team finalizes the remaining action items to guarantee a seamless start-up.

- Ensure all Officer training is complete
- Confirm Officers understand post orders and expectations
- Final Transition Team meeting with you and your team
- Management and supervision teams on-site to facilitate final walk-through and smooth transition
- Begin backend setup of Lighthouse application and Guard Tours (to be completed within 30 days of contract start date).

Insurance and Licenses

Arrow Security is a responsible, financially sound organization with a proven 40-year history of serving clients throughout the United States. We are committed to protecting your people, assets, and interests. Therefore, we only contract insurance carriers with an “A” rating and demonstrate the ability to meet your industry-specific insurance requirements.

Arrow Security fully complies with all federal, state, and local licensing requirements. Applicable licenses are attached to this proposal for your reference. Officer licenses are tracked at the Regional and corporate levels, and notices are sent to every Officer to inform them when their licenses are expiring. Arrow ensures all Officers and Supervisors on each post have current, up-to-date license requirements.

Please refer to the Appendix for our Certificate of Insurance and New York State Security License.



Value-Add for Onteora Central School District

As a Super Regional Guarding company, we have the flexibility to design custom solutions for our clients. We value this opportunity to be your partner. Arrow will provide the following benefits at no charge to Onteora Central School District. **We hope these value-adds demonstrate our commitment and desire to earn your business!**

- ✓ **Chief Operating Officer, Craig Schwab**, oversees companywide operations and will ensure all contractual requirements are met and an exceptional customer experience for Onteora Central School District
- ✓ **Juan Quinonez, Regional Vice President**, will have complete oversight of the entire Onteora Central School District security program and lead the entire security program
- ✓ **Alfredo Martinez, Account Manager,** will be your dedicated 24/7/365 point of contact for day-to-day and site-level communication
- ✓ **Jude Murphy, Senior Director of Operations**, will provide operational support to your security program in collaboration with Juan and Alfredo
- ✓ All Officers will receive our **Lighthouse Security Management software and eHub time and attendance apps** loaded onto their devices
- ✓ Arrow Security will provide strong site supervision through **regular and random, unannounced site inspections**
- ✓ All Officers will be **Dept. of Homeland Security FEMA Active Shooter certified**
- ✓ All Officers will receive three (3) hours per year of **Arrow Academy online training**, featuring school-focused modules such as Access Control, Patrol Techniques, Campus Safety and Security, Command Presence, Emergency Response Procedures, Customer Service in Educational Settings, and De-Escalation Techniques
- ✓ Onteora Central School District will receive a **dedicated phone number for priority call escalation** into our 24/7/365 Command Center
- ✓ Arrow Security will offer Onteora Central School District access to **no-cost grant resources, customized funder research, and expert consultations** through our partnership with i-PRO, supporting the development, funding, and expansion of technology-driven security initiatives
- ✓ All Officers will participate in our **"Officer of the Month" award program** to develop an esprit de corps among Officers on site. (Certificate and $75 award once per month)

School Safety Assessment & Checklist

Within the first 90 days of the contract award, Arrow Security will conduct a comprehensive School Safety Site Assessment. This assessment will be guided by the nationally recognized Prepared Schools – School Safety Checklist, designed to evaluate key safety protocols, physical security measures, and emergency readiness. The assessment will include walkthroughs of each school, stakeholder interviews, and documentation reviews. Onteora Central School District leadership is encouraged to participate in the walkthroughs, providing valuable insight into site-specific concerns. Following the assessments, Arrow's Evaluation Team will meet with school administrators to review findings, discuss observed vulnerabilities, and recommend actionable improvements.

- ✓ School leadership can accompany Arrow Security on the site assessment
- ✓ The Arrow Assessment Team will meet with School leadership and discuss the results
- ✓ **The full checklist is included in the Appendix for reference**

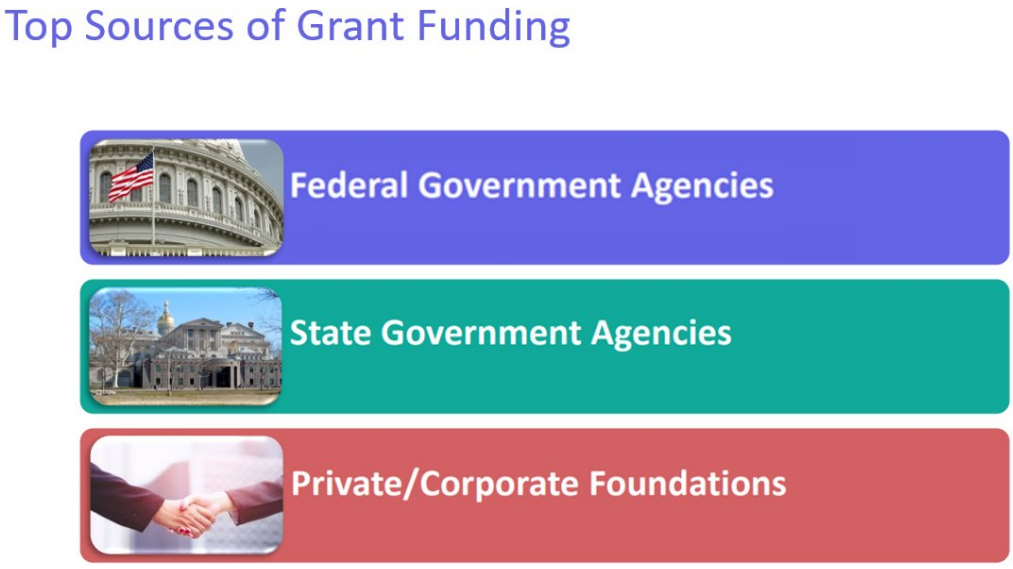


Please note: Arrow Security is not responsible for any suggestions not implemented

i-PRO Grant Support Program

Arrow Security partners with i-PRO, an industry leading electronic security manufacturer, to provide educational institutions **with no cost grants information, customized funder research and free consultations that help develop project ideas, get technology-rich projects funded, and even expand security initiatives already in the works.**





i-PRO Grant Program – Steps



Step 2 – Funding Report

- Customized for each project

- Comprehensive list of federal, state, and foundation sources

- Opportunities are based on the:
  - Type pf project
  - Type of applicant
  - Location of the project
  - Size of the project

Step 3 – The Consultative Call

Follow-up Consultative Calls are your opportunity to:

- Review the list of federal, state, and foundation sources with the Grants Support team, identifying the "good, better, best", and ask any questions you may have about the funding options provided in your report
- Refine project ideas
- Further the long-term vision
- Establish next steps

i-PRO Grant Support Examples

Upper Perkiomen School District

K-12 Education
Pennsburg, PA

This K-12 district serves nearly 3,200 students from both Berks and Montgomery Counties in southeast Pennsylvania.
The district had an aging CCTV system that didn't provide adequate coverage of their 5 schools. They also lacked appropriate access control systems for each of their facilities.

Grant: PCCD School Safety & Security Grant Program

Award Amount: $449,240



Role of the i-PRO Grants Support Program

Grants Office's Funding Consultants provided a comprehensive report of available funding opportunities (i.e. **Funder Prospecting**). The district's Assistant Superintendent utilized the provided information to apply to one of the recommended grants.

The district was awarded monies to upgrade and expand access control and surveillance systems, as well as unify these systems under a single IT platform.

$449,420 in Grants Secured

MSAD17 – Oxford Hills School District

K-12 Education
South Paris, ME

This K-12 district serves nearly 3,400 students from eight towns in southeast Maine. Geographically they are on of the largest school districts in Maine; the District school buses travel more than 3300 miles every day, or 600,000 miles a year.

The district had an aging CCTV system that didn't provide adequate coverage of their schools. They also lacked appropriate access control systems for each of their facilities and needed paging systems and intercoms.

Grant: COPS School Violence Prevention Program (SVPP)
Award Amount: $500,000 – maximum award



Role of the i-PRO Grants Support Program

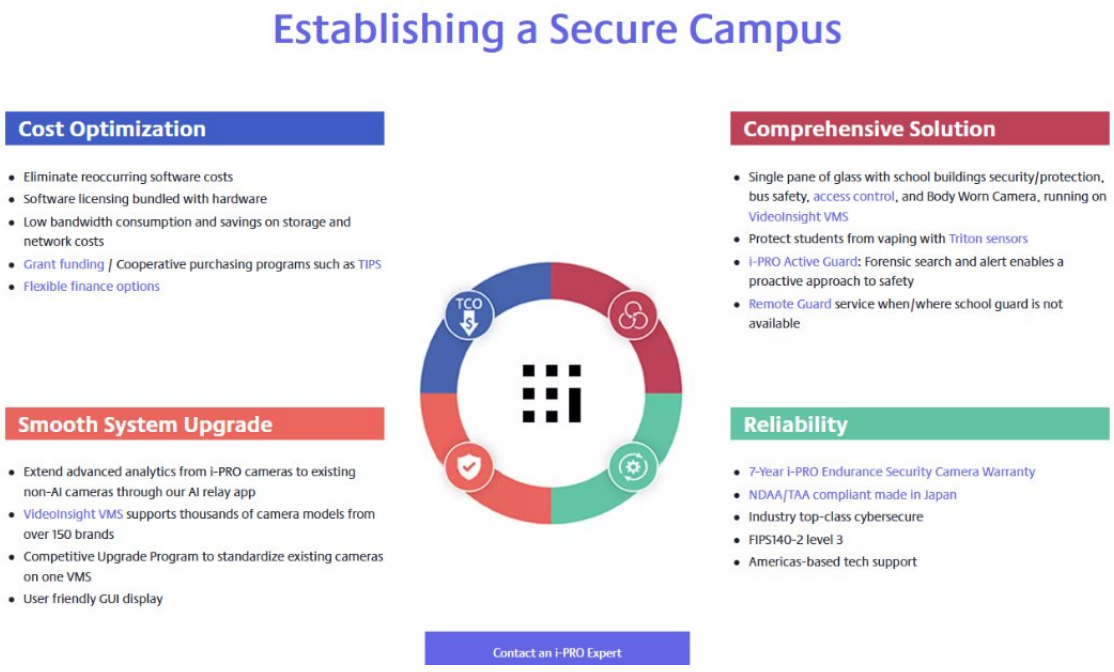
Grants Office's Funding Consultants provided **Funder Prospecting, Project Development Consultation, and Review / Editing of the district's application prior to submission.**

The district was awarded monies to upgrade and expand access control, surveillance systems, as well as unify these systems under a single IT platform.

$500,000 in Grants Secured

i-PRO Electronic Security Assessment

i-PRO is a leader in providing electronic security solutions to the education market. As a Strategic Alliance partner with Arrow Security, **i-PRO will conduct a no-cost electronic security assessment for your School to ensure your electronic security systems are optimized to provide the highest level of safety and security, protecting what matters most, your students, staff, visitors, and property**.



Why Choose Arrow?

We Are The Service People

Arrow Security is recognized as a leader among US security companies, and our ability to offer effective, service-focused security solutions is unmatched. Unlike other security companies, security is our specialty—not cleaning, building services, or facility management.

The Arrow Advantage Includes:

- Tailored security program approach to meet your specific requirements
- 24/7/365 customer service and constant communication with our regional team
- Rigorous vetting and hiring process that delivers skilled, Professional Security Officers
- Arrow performs frequent, random, unannounced site inspections
- Industry leading Officer and Supervisor training through Arrow Academy
- Centralized Command Center ensures full post coverage
- Strategic Alliance Partners providing a holistic approach to your security needs
- Officer check-in/check-out software for accurate invoicing
- Professional Officer appearance
- Security Officer rewards and recognition
- Hassle-free transitions
- No conflicts of interest that would affect our ability to provide consistent, uninterrupted coverage for the District

We are confident that Arrow Security represents the best overall value to the Onteora Central School District—its students, staff, visitors, and property. We welcome the opportunity to establish a trusted partnership and to deliver security services tailored to your unique needs and expectations.



Cost Proposal

All security Guard companies are not created equally. You want a partner who will respond quickly and fix any problems you may encounter immediately. Service and responsiveness are priceless. **That is why we are confident Arrow will be the best overall value for Onteora Central School District.**

Bill rates are all-inclusive. There are no hidden fees or costly surprises. Some companies propose low bill rates only to tack on hefty additional fees later**.** With Arrow, what you see is what you get.

All rates are based on New York State Prevailing Wage. Certified payroll records will be provided upon request to ensure full compliance and transparency.

07/01/2025 - 06/30/2026

	Security Officer
Per Hour Billing Rate - Regular	$33.69
Per Hour Billing Rate - OT, Holiday (1.5x)	$50.54

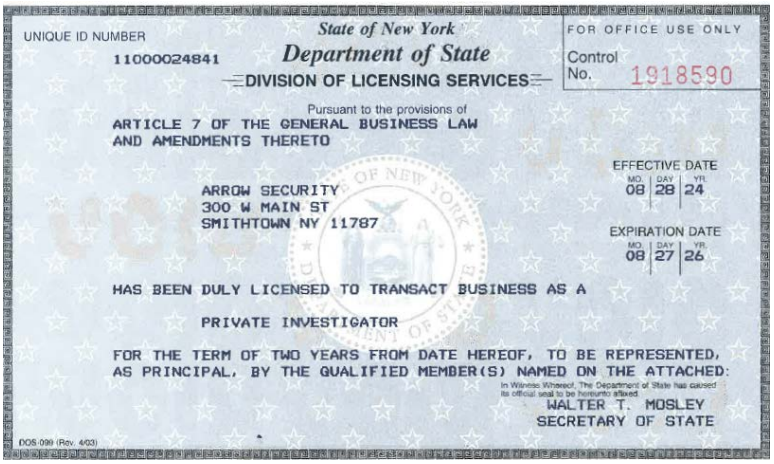
Pricing Notes:

- The above rates reflect the New York State Prevailing Wage in effect through 6/30/2026 and are subject to adjustment based on any updates effective 7/1/2026
- Arrow will charge 1.5x Holiday rate for work performed on Holidays. Arrow Security charges a special coverage rate of 1.5x when a client requests additional coverage with less than 48 hours' notice (if appropriate notice is given, Arrow will charge straight-time hourly rate) and when Officers work more than 40 HPW when overtime is at the EXPRESS request of client
- Above rates do not include applicable sales tax, if any

Appendix

- New York State Security License
- New York State Training School Certificate
- Certificate of Insurance
- Learn More About Arrow Security
- Bid Documents
- School Safety Assessment & Checklist
- Arrow Academy – Training Course Catalog
- Lighthouse Security Management Brochure

New York State Security Licenses



State of New York
Department of State
DIVISION OF LICENSING SERVICES

UNIQUE ID NUMBER
11000024841

FOR OFFICE USE ONLY
Control No. 1918590

Pursuant to the provisions of
ARTICLE 7 OF THE GENERAL BUSINESS LAW
AND AMENDMENTS THERETO

ARROW SECURITY
300 W MAIN ST
SMITHTOWN NY 11787

EFFECTIVE DATE
MO. 08 DAY 28 YR 24

EXPIRATION DATE
MO. 08 DAY 27 YR 26

HAS BEEN DULY LICENSED TO TRANSACT BUSINESS AS A

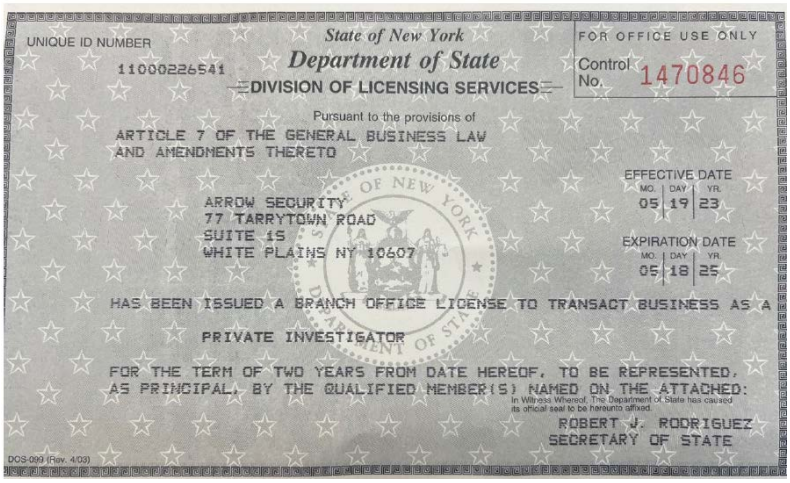
PRIVATE INVESTIGATOR

FOR THE TERM OF TWO YEARS FROM DATE HEREOF, TO BE REPRESENTED,
AS PRINCIPAL, BY THE QUALIFIED MEMBER(S) NAMED ON THE ATTACHED:

In Witness Whereof, The Department of State has caused its official seal to be hereunto affixed.

WALTER T. MOSLEY
SECRETARY OF STATE

DOS-099 (Rev. 4/03)



State of New York
Department of State
DIVISION OF LICENSING SERVICES

UNIQUE ID NUMBER
11000226541

FOR OFFICE USE ONLY
Control No. 1470846

Pursuant to the provisions of
ARTICLE 7 OF THE GENERAL BUSINESS LAW
AND AMENDMENTS THERETO

ARROW SECURITY
77 TARRYTOWN ROAD
SUITE 1S
WHITE PLAINS NY 10607

EFFECTIVE DATE
MO. 05 DAY 19 YR 23

EXPIRATION DATE
MO. 05 DAY 18 YR 25

HAS BEEN ISSUED A BRANCH OFFICE LICENSE TO TRANSACT BUSINESS AS A

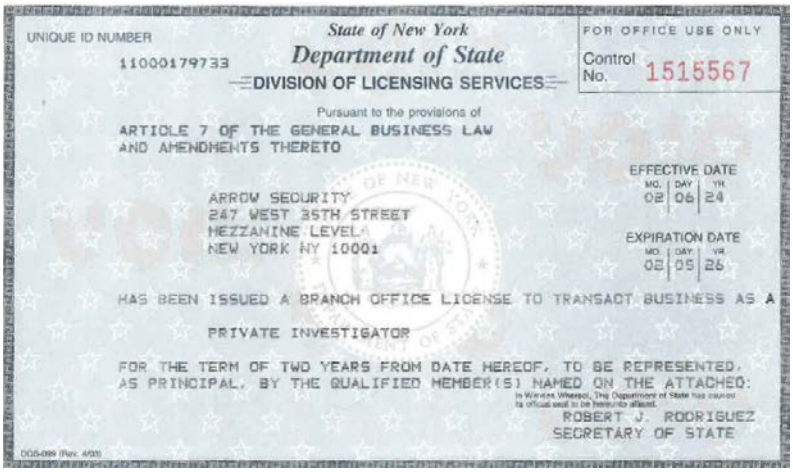
PRIVATE INVESTIGATOR

FOR THE TERM OF TWO YEARS FROM DATE HEREOF, TO BE REPRESENTED,
AS PRINCIPAL, BY THE QUALIFIED MEMBER(S) NAMED ON THE ATTACHED:

In Witness Whereof, The Department of State has caused its official seal to be hereunto affixed.

ROBERT J. RODRIGUEZ
SECRETARY OF STATE

DOS-099 (Rev. 4/03)



State of New York
Department of State
DIVISION OF LICENSING SERVICES

UNIQUE ID NUMBER
11000179733

FOR OFFICE USE ONLY
Control No. 1515567

Pursuant to the provisions of
ARTICLE 7 OF THE GENERAL BUSINESS LAW
AND AMENDMENTS THERETO

ARROW SECURITY
247 WEST 35TH STREET
MEZZANINE LEVEL
NEW YORK NY 10001

EFFECTIVE DATE
MO. 02 DAY 06 YR 24

EXPIRATION DATE
MO. 02 DAY 05 YR 26

HAS BEEN ISSUED A BRANCH OFFICE LICENSE TO TRANSACT BUSINESS AS A

PRIVATE INVESTIGATOR

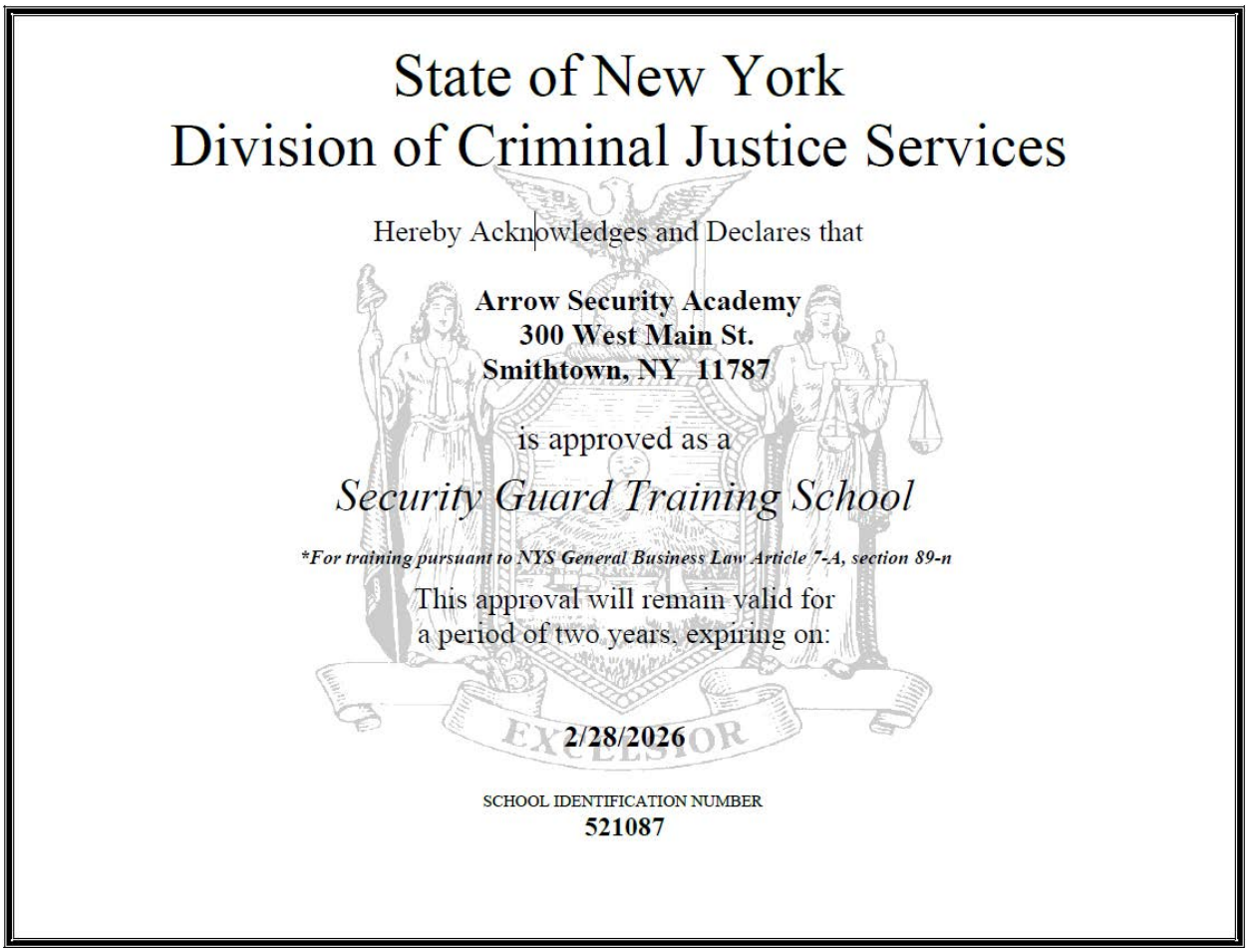
FOR THE TERM OF TWO YEARS FROM DATE HEREOF, TO BE REPRESENTED,
AS PRINCIPAL, BY THE QUALIFIED MEMBER(S) NAMED ON THE ATTACHED:

In Witness Whereof, The Department of State has caused its official seal to be hereunto affixed.

ROBERT J. RODRIGUEZ
SECRETARY OF STATE

DOS-099 (Rev. 4/03)

Training School Certificate



State of New York
Division of Criminal Justice Services

Hereby Acknowledges and Declares that

Arrow Security Academy
300 West Main St.
Smithtown, NY 11787

is approved as a

Security Guard Training School

**For training pursuant to NYS General Business Law Article 7-A, section 89-n*

This approval will remain valid for
a period of two years, expiring on:

2/28/2026

SCHOOL IDENTIFICATION NUMBER
521087

Certificate of Insurance

AARON-1 OP ID: LH

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 07/11/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Central Insurance Agency, Inc. PO Box 1047 Smithtown, NY 11787 George Gavaris 877-242-9600	CONTACT NAME: Central Insurance Agency PHONE (A/C, No, Ext): 877-242-9600 FAX (A/C, No): 877-243-8995 E-MAIL ADDRESS: certificates@ciainsures.com
INSURED Aron Security, Inc. dba Arrow Security 300 West Main Street Smithtown, NY 11787	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : StarStone National Ins., Co. — 25496 INSURER B : Wesco Insurance Company — 25011 INSURER C : Technology Insurance Company — 42376 INSURER D : Westfield Specialty Insurance — 16992 INSURER E : Markel American Insurance Co. — 28932 INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X Assault & Battery X Errors & Omission GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:	X		WSGL000568	12/31/2024	12/31/2025	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG E&O	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $ $1mil/$2mil
B	AUTOMOBILE LIABILITY ANY AUTO X OWNED AUTOS ONLY SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY	X		WPP1886448 06	01/01/2025	01/01/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
D	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 10,000	X		XSL381933Y01	12/31/2024	12/31/2025	EACH OCCURRENCE AGGREGATE Prod/Comp	$ 3,000,000 $ 3,000,000 $ 3,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N N / A If yes, describe under DESCRIPTION OF OPERATIONS below			KWC1381195	01/01/2025	01/01/2026	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
D	Excess Liability	X		XSL381933Y01	12/31/2024	12/31/2025	Occ/Agg	$3mil/$3mil
E	Crime			6221PRO36306-0	01/01/2025	01/01/2026	1st & 3r	$4mil/$4mil

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Security Guard Services - RFP

Please see notes:

CERTIFICATE HOLDER

ONTEORA

ONTEORA CENTRAL SCHOOL DISTRICT
4166 ROUTE 28
PO BOX 300
BOICEVILLE, NY 12412

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

George Gavaris

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Learn More About Arrow Security

We are excited about the opportunity to partner with the Onteora Central School District. Arrow Security is uniquely positioned to meet the specific requirements of your District with professionalism, care, and a deep understanding of educational environments.

To learn more about Arrow Security's comprehensive approach and capabilities, please scan the QR code provided.

Thank you for considering our proposal. We look forward to supporting a safe and secure environment across the Onteora Schools.

SCAN ME



Service, Training, Technology, and People

Security Solutions Tailored to Meet Your Needs

REQUEST FOR PROPOSAL – SECURITY GUARD SERVICES
Form #1
Schedule of Fees
(Prevailing Wage Rates Apply)

Regular Hourly Rate (Monday through Friday)	$33.69
Overtime Hourly Rate (in excess of 8 hours per shift)	$50.54

Company Name	Aron Security Inc., DBA Arrow Security
Street Address	300 West Main Street
City, State, Zip	Smithtown, New York 11787
Telephone Number	631-263-8561
Fax Number	631-982-1305
Email Address	ssturgess@arrowsecurity.com
Website	www.arrowsecurity.com
Authorized Signature	
Printed Name	Scott Sturgess
Title	Chief Revenue Officer
Date	8-4-25

Return to:
Monica LaClair, Assistant Superintendent for Business
Onteora Central School District
4166 Route 28, PO Box 300
Boiceville, NY 12412

REQUEST FOR PROPOSAL – SECURITY GUARD SERVICES
Form #2
Client Reference List

School District or Company	Dates of Service	Contact Person Name and Title	Telephone Number
Florida Union Free School District	10/4/2022 - Present	Michael Maesano Principal S.S. Seward Institute	(845) 651-3095 ext. 30132
Scarsdale Union Free School District	9/2022 – Present	Mike Spedaliere, Chief of Safety, Security & Emergency Management	(914) 721-2446
Irvington School District	11/7/2022 - Present	Carol Stein Assistant Supt of Business	(914) 269-5050
Westchester Community College	9/2023 – Present	Scott. G Sullivan Director of Security	(914) 606-6284
Sullivan County BOCES	9/2023 – Present	Susan Schmidt Deputy Superintendent	(845) 395-4000

Appendix A
PROPOSAL CERTIFICATION

I. GENERAL PROPOSAL CERTIFICATION -- The bidder certifies that he will furnish at the prices herein quoted, the materials, equipment and/or services as proposed.

II. NON-COLLUSIVE PROPOSALDING CERTIFICATION -- By submission of this proposal, the bidder certifies that he is complying with Section 103-d of the General Municipal Law as follows:

Statement of non-collusion in proposals and proposals to political subdivision of the state. Every proposal, or proposal, hereafter made to a political subdivision of the state or any public department, agency or official thereof where competitive bidder is required by statute, rule, regulation, or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury: Non-collusive bidder certification.

(a) By submission of this proposal, each bidder and each person signing on behalf of any bidder certifies and in the case of a joint proposal each party thereto certifies as to its own organization, under penalty of perjury, that to the best of their knowledge and belief:

(1) The prices in this proposal have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition as to any matter relating to such prices with any other bidder or with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a proposal for the purpose of restricting competition.

(b) A proposal shall not be considered for award nor shall any award be made where (a) (1) (2) and (3) above have not complied with; provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the proposal a signed statement which sets forth in detail the reasons therefor. Where (a) (1) (2) and (3) above have not been complied with the proposal shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which the proposal is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being proposal, does not constitute, without more, a disclosure within the meaning of subparagraph one (a).
2. Any proposal hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidder is required by statute, rule, regulation, or local law and where such proposal contains the certification referred to in subdivision one of the section shall be deemed to have been authorized

by the Board of Directors of the bidder and such authorization shall be deemed to include the signing and submission of the proposal and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.

Aron Security Inc., DBA Arrow Security
Corporate or Company Name

By: Scott Sturgess
Signature

Chief Revenue Officer
Title

Sworn to before me this
8/4/25
day of _____, 20__

PETER G. CURCIO
Notary Public, State of New York
No. 01CU6097748
Qualified in Suffolk County
Commission Expires August 25, 20 27

Notary Public



PREPARED SCHOOLS

A TOOLKIT FOR CRISIS RESPONSE IN SCHOOLS

SCHOOL SAFETY CHECKLIST

I. Buildings/Facilities & Grounds

	BUILDING EXTERIOR	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
1	*School grounds are fenced.*						
2	*Fence gates are in good repair and capable of being locked.*						
3	*Fencing is in good repair with no holes or gaps.*						
4	*Fencing surrounds the entire campus.*						
5	*There is one clearly marked designated entrance for visitors.*						
6	*The name of the school building clearly marks the front entrance.*						
7	*Signs are posted outside to direct visitors to register at the front office.*						
8	*There is lighting that surrounds the perimeter of the building.*						
9	*There is lighting in the staff/student and visitor parking lots.*						
10	*Signs posted on the outside of the building regarding the prohibition of weapons.*						
11	*Signs posted on the building exterior regarding the prohibition of drugs including tobacco.*						
12	*Trees and shrubs are trimmed to CPTED standards.*						
13	*Classrooms and offices have their room numbers posted on the exterior of the building.*						
14	*All entrances into the main building are numbered above the doorways, with the main entrance as #1, progressing in a clockwise fashion with #2.... Etc.*						

District: _____ **Building:** _____



I. Buildings/Facilities & Grounds

15	*The campus has portable classrooms and they are sequentially numbered/lettered.*						
16	*Restricted areas are clearly marked.*						
17	*Bus loading and drop-off areas are clearly defined.*						
18	*Access to bus loading areas are restricted to other traffic during loading/unloading.*						
19	*Staffs are assigned to supervise bus loading/ unloading, they wear bright colored vest and carry communication device.*						
20	*Staff/student & visitor parking are clearly marked.*						
21	*Has an after dark campus walk around been conducted to detect potential problem areas?*						
22	*Staff & student parking areas are separate.*						
23	*Students are required to register their cars & display parking permits.*						
24	*Staffs are required to display parking permits.*						
25	*All exterior windows are in good repair and can be locked/secured.*						
26	*There is an access control system and/or procedure for the main buildings.*						
27	*Exterior walls and other campus fixtures are free from graffiti.*						
28	*There are adequate trash receptacles around the campus.*						
29	*Roof access ladders are located and designed to prevent unauthorized access to the roof.*						

District: _____ **Building:** _____



I. Buildings/Facilities & Grounds

30	*Roofs are designed to prevent unauthorized access.*						
31	*Exterior walls are designed to prevent unauthorized access to the roof.*						
32	*Basement window wells are protected with a grate or other cover.*						
33	*Knox Box has been installed to allow access after hours for police & fire.*						
34	*Mechanical, electrical and other equipment on the ground is surrounded by a protective enclosure.*						
	PLAYGROUNDS & FIELDS	**YES**	**NO**	**N/A**	**IMPLEMENT**	**IMPROVE**	**NOTES**
35	*The play areas have clearly defined boundaries and are protected with fencing.*						
36	*Playground equipment is in good repair.*						
37	*All playground equipment complies with state and all consumer guidelines & practices.*						
38	*Emergency vehicles can access the playgrounds and athletic fields during all seasons and weather conditions.*						
39	*Non authorized vehicular access is restricted to play areas and athletic fields.*						
40	*Out buildings for athletic equipment can be secured.*						
41	*There is clear visual surveillance of playgrounds and equipment from key point around the campus.*						
42	*There are an adequate number of playground supervisors with I.D. vests and communication devices during recess.*						
43	*Risk managers/loss control specialists inspect the playgrounds and equipment annually.*						

District: _____ **Building:** _____



I. Buildings/Facilities & Grounds

	BUILDING INTERIOR	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
1	*Interior doors are in good repair.*						
2	*There are removable ceiling tiles in the bathrooms.*						
3	*Stairways are well lit & free from clutter.*						
4	*Elevator use is restricted and monitored.*						
5	*Hallways are monitored by staff.*						
6	*Courtyards and commons area are supervised & doors are locked during non-use times.*						
7	*Fire extinguishers are strategically placed throughout the building.*						
8	*Emergency Lighting is located in the following areas:*						
	A. Hallways						
	B. Bathrooms						
	C. Locker rooms						
	D. Gymnasium						
	E. Offices						
	F. Classrooms & portables						

District: _____ **Building:** _____



I. Buildings/Facilities & Grounds

9	*Classroom doors are capable of being locked from the inside. (lockdown)*						
10	*Windows are in good repair and capable of being locked from the inside.*						
11	*The security alarm panel is locked and in a secure location.*						
12	*The fire alarm panel is locked and in a secure location.*						
13	*The main office is centrally located and has a clear view of the following:*						
	A. Main hallway(s)						
	B. Main entrance						
	C. Parking lot						
14	*The main office has a "safe room" for office staff to seek refuge during a crisis if needed.*						
15	*Safe rooms are equipped with telephone, other emergency communication device & access to the intercom.*						
16	*Signs showing visitors the direction to the front office to register are clearly visible inside each entrance to the main building.*						
17	*Mechanical and storage areas are locked and off limits to unauthorized personnel.*						
18	*Blind spots in hallways & stairwells are equipped with parabolic mirrors or other surveillance device.*						
19	*All classrooms, offices, conference rooms are numbered and visible from hallways and/or entrances.*						
20	*Classroom doors have windows that allow visual surveillance to avoid striking people upon opening.*						

District: _____ **Building:** _____



I. Buildings/Facilities & Grounds

21	*All hazardous materials has been identified and inventoried.*						
22	*The school uses the MSDS process for identifying HAZ MAT in science labs, shops & custodial supplies.*						
23	*All chemicals used in science classes are identified/inventoried and stored in appropriate containers/lockers.*						
24	*All chemicals used in wood, metal & auto body shops are stored properly.*						
25	*The fire department has a list of all HAZ MAT stored on site.*						
26	*Each classroom is equipped with First Aid kits and/or other emergency medical supplies.*						
27	*Each portable classroom is equipped with First Aid kits and/or other emergency medical supplies.*						
28	*Each portable classroom has a fire extinguisher.*						
29	*Exit signs are strategically placed and in working order.*						
30	*Emergency phone numbers are strategically placed in offices and/or classrooms.*						
31	*Evacuation routes are placed in each classrooms, library, offices and hallways.*						
32	*Classroom doors can be secured from inside the room without having to step outside to insert a key.*						

District: _____ **Building:** _____



II. School Security Programs and Practices

	PATROL DIVISION/SCHOOL SECURITY OFFICERS	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
1	*Non-commissioned school security officers are used at this school.*						
2	*School Security Officers wear a uniform that identifies them as SSO's.*						
3	*The patrol division of the school security program has the following in place:*						
	A. Board adopted policies & procedures regarding the function and governance of the school security program.						
	B. Job description for each position in the security department.						
	C. A board adopted policy & procedure regarding the use of reasonable and necessary force.						
4	*Letters of agreement and/or memorandums of understanding have been developed between the school and the following:*						
	A. Law Enforcement						
	B. Fire Department						
	C. Emergency Management						
	D. Mental Health						
	E. Other(s)_____						
5	*SSO'S have an established patrol practice for the campus.*						
6	*Security staff and building administration have conducted a climate survey of the following:*						*Students_____ Staff_____ Parents_____*



II. School Security Programs and Practices

7	*High risk areas of the campus have been identified and are routinely patrolled.*						
8	*School Security Officers have completed academy training.*						
9	*School Security Officers have been trained to use equipment deemed appropriate and approved by the school board.*						*Type of equipment used:*
10	*Each School Security Officer has developed a professional development & training plan.*						
11	*School Security Officers are required write reports to document incidents requiring use of force.*						
12	*School Security Officers understand the governance & structure of the school system.*						
13	*Security officers have read and understand all of the school policies that pertain to their job.*						
14	*School security officers are familiar with all emergency response plans.*						
15	*School security officers are part of the building safety and or crisis response team.*						
16	*School security officers have had incident command structure training.*						
17	*School security officers are part of a Core/ Care, Resource Management Team or other group that conducts staffing with students.*						
18	*School Security Officers have been trained how to report child abuse to CPS.*						
19	*School Security Officers knows the response time for fire and law enforcement.*						*Fire_____ Law Enforcement_____*
20	*SSO's know the school policy for search & seizure.*						
21	*SSO's work in concert with school administration to conduct searches of students & their property.*						



II. School Security Programs and Practices

	SCHOOL SECURITY PRACTICES	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
1	*The school has a security alarm and it covers the following:*						
	A. All entrances into the main building.						
	B. Only select rooms/areas within the building such as the music, computer, and library rooms; enter info into the comments section.						
	C. Portable Classrooms.						
	D. Gymnasium.						
	E. Athletic complexes and other outbuildings.						
2	*The fire alarm covers all areas of the main building.*						
3	*The fire alarm covers all portable classrooms.*						
4	*Evacuation Procedures:*						
	A. The school building practices evacuation drills monthly in accordance with UFC1303.3.1 & UFC1303.4.1.						
	B. The building has a plan to evacuate disabled students and staff and drills this plan yearly.						
	C. Staff and students are oriented yearly regarding evacuation procedures.						
	D. There is an accounting procedure for students & staffs.						
5	*The school has a key control policy & procedure; it covers the following:*						



II. School Security Programs and Practices

A. Entrance keys are issued to all staff.						
B. Master keys are restricted in distribution.						
C. Keys are issued to outside user groups for non-school activities.						
D. The building can account for all keys.						
6 *The building has CCTV cameras.*						
A. Cameras cover the parking lot.						
B. Cameras cover the inside hallways.						
C. Cameras are strategically placed around the perimeter of the campus and building.						
D. The camera monitors are in secure locations with limited access.						
E. The cameras can be recorded in digital format.						
F. Someone is assigned to observe the monitors.						
7 *Staffs are assigned to monitor the following.*						
A. The hallways during passing periods.						
B. The main entrances.						
C. Lunchroom.						



II. School Security Programs and Practices

	D. Periodic bathroom sweeps.						
	E. Locker rooms.						
8	*Visitors are required to register at the front office.*						
9	*Visitors are required to display a pass/badge. The pass changes/ expires daily.*						
10	*Students are required to wear and identification badge.*						
11	*Staffs are required to wear an identification badge.*						
12	*Front office personnel ask for identification from people/strangers requesting contact with students.*						
13	*Front office staff, administrators and other staffs with a need to know are knowledgeable of current custody orders between students and parents.*						
14	*There is a procedure for releasing students to parents and other adult visitors.*						
15	*Front office staff and administration check the ID of vendors.*						
16	*Staffs are encouraged to greet visitors and direct them to the front office.*						
17	*Staffs have been trained in verbal de-escalation skills.*						
18	*There are cash handling procedures in place to deal with receipts from games, dances and other activities.*						
19	*School staffs request the presence of police, the SRO, or school security when large amounts of cash have to be transported to the school safe or bank.*						
20	*There is a formal incident reporting system for students & staff.*						



II. School Security Programs and Practices

21	*There is a formal threat assessment process.*						
22	*All classrooms; other rooms are locked when not in use.*						
23	*The school building has given fire & law enforcement floor plans showing the following:*						
	A. Gas shutoffs.						
	B. Heat plants/boilers.						
	C. Haz Mat storage, including science labs.						
	D. Alarm Pulls.						
	E. Fire Extinguishers.						
	F. Electrical shutoffs, panels.						
24	*Does law enforcement respond to security alarms after school hours?*						
25	*Do any staff members respond to security alarms after school hours?*						



III. All Hazards Crisis Management/Response

	CRISIS PLANNING	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
1	*There is a building level crisis response/management team.*						
2	*The team has been trained.*						
3	*The team has been trained in the FEMA/ NIMS based Incident Command System (ICS) endorsed by Homeland Security.*						
4	*The crisis team has included emergency service responders in all training.*						
5	*The building has a formal written crisis response/management plan which incorporates ICS.*						
6	*The building/district has formal written letters of agreement or memorandums of understanding (MOU's) with the following:*						
	A. Fire Department.						
	B. Law Enforcement.						
	C. County Emergency Management.						
	D. Red Cross.						
	E. Mental Health.						
	F. Adult/Juvenile Court.						
7	*Administration is familiar with the response procedure/protocol of emergency services.*						
8	*Lockdown Procedures:*						



III. All Hazards Crisis Management/Response

	A. The building has developed a formal lockdown plan.						
	B. The plan was developed in conjunction with the police/sheriffs department.						
	C. The lockdown plan is practiced.						*How often?*
9	*School administration and counselors know how to access crisis counseling services.*						
10	*The building has a bomb threat response plan and protocol.*						*How many bomb threats this year?____ Last year?____*
11	*There is shelter-in-place" procedure.*						
12	*There is an earth quake drill procedure.*						*Practiced how often?*
13	*Tsunami plans in place for coastal schools.*						
14	*The school has included parents in crisis management in the following way:*						
	A. Planning.						
	B. How to respond to the school and their student during an actual crisis.						
	C. How to communicate with the school during a crisis.						
15	*The building/district has developed a flood evacuation plan.*						
16	*Each crisis is evaluated by school administration & the crisis team no later than two weeks after it occurs.*						
17	*The building has maps & floor plans that have been given to fire/police & EMS.*						



III. All Hazards Crisis Management/Response

18	*The school building has been "Geo-Mapped."*						
19	*Sites have been identified on & off campus that can be used as incident command centers.*						
20	*The building has a media response plan.*						
21	*Pupil transportation has been included in crisis response planning.*						
22	*On & Off-site reunification centers have been identified.*						
23	*A cadre of people have been trained in First Aid & CPR; they are part of a first aid response team.*						
24	*The school nurse & counselor have been included in all crisis planning.*						
25	*The crisis management plan has been reviewed & practiced with all school staffs.*						
26	*Plans have been developed to evacuate medically fragile and non-ambulatory students and staff from buildings.*						
27	*A student & staff accounting system has been developed for evacuation & lockdown.*						
28	*There is a formal threat assessment team to prevent potential crises.*						
29	*The school has developed an aftermath/recovery from crisis plan.*						
30	*There is a first aid response team.*						
31	*The crisis plan is reviewed yearly.*						



III. All Hazards Crisis Management/Response

	EMERGENCY EQUIPMENT & SUPPLIES	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
1	*The school is equipped with enough supplies and food to house students & staff up to 48 hours in case of a natural disaster.*						
2	*The school is working in coordination with other agencies like county emergency management/ Red Cross for emergency supplies.*						
3	*There are adequate First Aid supplies to care for students and staff*						
4	*There is enough additional medication that has been prescribed, for students & staff to maintain them for up to 48 hours.*						
5	*The school has a supply of flashlights and batteries in case of power failure.*						
6	*The school has an emergency weather alert radio receiver.*						
7	*The school has a supply of 2 way radios to use in emergency situations.*						
8	*There is an emergency kit assembled that will aid the accounting of staff and students in case of an evacuation, including a bull horn.*						

	CRISIS RECOVERY	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
1	*The school counselors have been trained in crisis counseling & trauma debrief.*						
2	*Classroom teachers have been trained to lead crisis discussions with students.*						
3	*The school's crisis management/ response team has been trained in crisis recovery.*						
4	*The school has a communication protocol for post crisis recovery to include the following:*						
	A. Staff.						



III. All Hazards Crisis Management/Response

B. Students.						
C. Parents.						
D. Media.						
E. Others (list in notes).						
5 *The crisis recovery protocol is coordinated with mental health, the Red Cross; local clergy have been identified as part of the recovery team & process.*						
6 ***Crisis recovery includes a long term plan commensurate with the impact of the crisis.***						
7 *The central office has been included in the post crisis recovery plan to deal with the media and communication.*						
COMMUNITY VULNERABILITY ASSESSMENT	**YES**	**NO**	**N/A**	**IMPLEMENT**	**IMPROVE**	**NOTES**
1 ***The building is close to, or in the glide path of an airport.***						
2 *There are large stores of hazardous materials within a 1 mile radius of the school, including agricultural fertilizers.*						
3 ***There is a chemical manufacturing plant within a one mile radius of the school.***						
4 ***The school is within a 1 mile radius of a cold storage facility with Anhydrous Ammonia.***						
5 *There are major gas pipelines or pipelines that carry other hazardous materials within a one mile radius of the school.*						
6 ***The school is within a one mile radius of an oil refinery or storage facility.***						
7 ***The school is in the area of a nuclear power plant.***						



III. All Hazards Crisis Management/Response

8	*There is a major interstate or other roadway near the campus where hazardous materials are transported.*						
9	*There is a major rail line within a one mile radius of the school.*						
10	*The school is in the proximity of a prison, jail or other correctional facility.*						
11	*There are irrigation canals near the school.*						
12	*There is a river, creek or other body of water near the school.*						
13	*There is an electrical sub station near the campus.*						
14	*There is a transfer station/storage facility for propane gas within a one mile radius.*						
15	*For any of the previously mentioned vulnerabilities, emergency plans have been developed with each of the stakeholders.*						
16	*There are orchards or agricultural fields near the school where chemicals are sprayed on to plants, or trees.*						
17	*The school is close to a military base/complex.*						



IV. Communications

	EQUIPMENT & PLANNING	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
1	*The main building and all portables have an intercom system.*						
2	*Key personnel have 2 way radio communication.*						
3	*A. 2 way radios have reliable coverage on campus.*						*YES*_____ *NO*_____
	B. Throughout the district.						*YES*_____ *NO*_____
4	*Cell phones are used for emergency communication.*						
5	*Back-up communication is in place in case of power outage.*						
6	*The district has developed an emergency communication plan with the following:*						
	A. Law enforcement.						
	B. Fire Department.						
	C. County Emergency Management.						
	D. Local media (print, voice, & video).						
	E. Between all buildings in the district.						
	F. Communicating with parents at home & work.						
7	*Phone trees have been developed for the building & district.*						



IV. Communications

8	*School buses have reliable communications with district/building personnel & emergency services.*						*What type?*
9	***The front office phone has caller I.D. or some other method of tracking incoming calls.***						
10	*The front office has at least one unlisted phone number/line that is less likely to be inoperable during a crisis/emergency.*						
11	*Front office personnel have at least one 2 way radio that is linked to other key staff in the building/district.*						
12	***The front office has an emergency communication link with the school nurse.***						
13	***The front office has key emergency numbers programmed into the phone system.***						
14	***The school has a procedure for notifying the central office about a crisis/emergency.***						
15	***Two-way radios share a frequency with law enforcement.***						
16	***The building has emergency numbers for all of the following utilities.***						
	A. Natural gas/propane.						
	B. Electric.						
	C. Water.						
	D. Irrigation.						
	E. Telephone.						



V. Policies and Procedures

DEVELOPMENT AND ENFORCEMENT	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
1 *The building has developed policies & procedures for the following:*						
A. Alcohol & other drugs.						
B. Weapons & weapon reporting to OSPI.						
C. Harassment, intimidation, & bullying.						
D. Tobacco prohibition/use on campus.						
E. Threat notification.						
F. Comprehensive Safe Schools Planning.						
G. Student search and seizure; to include lockers & autos in the parking lot, there is a working understanding with law enforcement.						
H. The school has a working agreement with law enforcement for serving warrants and other court orders.						
I. Gang activity.						
J. Evacuation/fire drill.						
K. Lockdown.						
L. Earthquake.						
M. Bomb threat response.						



V. Policies and Procedures

	N. The school has developed a policy & procedure for visitor registration.						
2	*Students are notified/trained yearly in regards to the following policies:*						
	A. Weapons.						
	B. Alcohol, tobacco & other drugs.						
	C. Harassment, intimidation, & bullying.						
	D. Search & seizure, including lockers & auto.						
3	*Middle & high school students are required to sign a statement acknowledging they have read and understand the policies.*						
4	*Parents are given copies of policies annually.*						*Notification is required for drug policies.*
5	*Parents sign and return a sheet acknowledging they have read & understand policies.*						
6	*The high school campus has an open campus policy for students.*						



VI. Crisis Nursing & Health Practices

	POLICY & PROCEDURE	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
1	*The following policies are in place for school nursing.*						
	A. Health records are stored in a locked file cabinet.						
	B. Only authorized persons have access to health records for "need to know."						
	C. All nursing tasks must be delegated to unlicensed school personnel by a registered nurse.						*Includes medication & procedures following delegation requirements.*
	D. Annual health screenings are conducted.						*Which grades?*
	E. Immunizations are reviewed for each student in accordance with RCW & WAC.						
	F. Students diagnosed with life threatening conditions have emergency care plans.						
	G. The school has the necessary medications & equipment for emergency treatment according to the care plan.						
	H. Students with diabetes have an individualized care plan.						
	I. There is a catheterization procedure in place.						
2	*Medications are kept in a secure location and they are administered only by authorized & trained personnel.*						
3	*There is a policy & procedure for infection control and blood borne pathogens.*						
4	*The school nurse has a list of persons in the building that are trained/certified in CPR & First Aid & when their certifications need renewal.*						



VI. Crisis Nursing & Health Practices

	CRISIS PLANNING	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
1	*The school nurse is part of the safety/crisis response; management team.*						
2	*The school nurse is familiar with the crisis plan.*						
3	*The school nurse helps develop evacuation and lockdown plans for the medically fragile and non-ambulatory students & staff and others with special needs.*						
4	*The nurse is part of a threat assessment team.*						
5	*The nurse is part of a core/care team, resource management team or other group that routinely staffs the social/emotional/psychological needs of students.*						
6	*The nurse is part of a team that debriefs and evaluates the crisis response.*						
7	*The nurse has assembled a "grab-n-go" emergency/crisis kit.*						
8	*There is an emergency infection control procedure for crisis situations and key staff has been trained.*						



VII. Student Involvement & Training

	OPPORTUNITIES FOR INVOLVEMENT	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
1	*Students are represented on the safety/crisis management team and/or a safe schools advisory council.*						
2	*The school provides opportunities for student involvement related to safety, violence prevention & intervention.*						
3	*The school allows students to become involved in community service projects during school hours.*						
4	*The school has peer mediation/ conflict resolution programs that engage students to solve problems.*						
5	*The school has student leadership opportunities for students.*						
6	*Students are formally recognized for their efforts.*						
7	*List other opportunities for student involvement and participation.*						



VIII. Prevention & Intervention Services for Students

	PREVENTION EDUCATION & TRAINING	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
1	*Students have access to peer mediation/conflict resolution training.*						
2	*Alcohol, tobacco, and other drug prevention training is available to students.*						*If yes; how is instruction delivered? In what grades?*
3	*Students are trained in harassment, intimidation and bullying prevention.*						
4	*Students are trained in regards to sexual harassment.*						
5	*Students have access to conflict resolution training and services.*						
6	*Students have access to peer mediation services.*						
7	*Substance abuse prevention instruction/activities are available to students.*						*In what grades?*
8	*Substance abuse counseling services are available for students from an intervention specialist.*						
9	*Students have access to school counseling services.*						
10	*Students have been trained in evacuation procedures.*						
11	*Students have been trained on lockdown procedure.*						
12	*There is a suicide prevention policy/ procedure/plan in place.*						
13	*School counseling & intervention staff have been trained in suicide intervention.*						



IX. Traffic and Pupil Transportation

	SCHOOL BUILDING PARKING LOTS	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
1	*Parking areas for visitors is clearly marked.*						
2	*Parking areas for staff, visitors and students are separated.*						
3	*Student drop-off areas are free from miscellaneous traffic and main roadways.*						
4	*School bus drop-off areas are free from miscellaneous traffic and student/parent drop-off areas.*						
5	*Crossing guards are strategically placed in all cross walks adjacent & contiguous to the campus. (Elementary)*						
6	*Parking areas have lighting.*						
7	*Parking lots are covered by security cameras.*						
8	*School buildings have the capability to communicate with school busses during pick-up and drop-off of students.*						*2 way radios____ Cell Phones____ Other____*
9	*Buses are staged in a way that avoids exhaust from entering building air intakes.*						
10	*School buses are equipped with cameras.*						



X. Staff Development

	TRAINING	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
1	*All staff, including bus drivers & volunteers, security and campus school resource officers has been trained in conflict resolution skills.*						
2	*Staffs have been trained to implement the crisis management plan.*						
3	*Staff have been trained how to respond to a bomb threat.*						
4	*School volunteers have been trained to respond to emergencies.*						
5	*Substitutes have been trained to respond to emergencies.*						
6	*Staff development opportunities are extended to support staffs.*						
7	*All building employees and volunteers have been trained in harassment, intimidation, & bullying.*						
8	*Staffs have been trained to recognize early warning signs of violent student behavior.*						
9	*Staffs have been trained in early recognition of substance abuse.*						
10	*Staffs have been trained to recognize the early warning signs of suicide.*						
11	*Staffs have been trained in the appropriate response to student fighting.*						
	A. Involving weapons.						
	B. Not involving weapons.						



X. Staff Development

12	*Staffs have been trained in the following:*						
	A. Evacuation.						
	B. Lockdown.						
	C. Earthquake.						
	D. Shelter in Place.						
13	*Staffs have been trained in all building discipline policies.*						



TRAINING

ARROW SECURITY



ARROW ACADEMY

ONLINE PROFESSIONAL SECURITY OFFICER TRAINING COURSE CATALOG

Arrow Academy offers more than 200 online training and continuing education courses for our Security Officers. We work with our valued partners to design a training program that fits their specific needs.

PROFESSIONAL SECURITY

Basic Security Officer Training Series

- **Asset Protection and Security**
- **Civil Law and Civil Liability**
- **Communications**
- **Criminal Law and Criminal Liability**
- **Emergency Situations**
- **Ethics, Deportment, and Professional Conduct**
- **Fire Protection and Life Safety**
- **Human and Public Relations**
- **Investigations**
- **Patrols and Fixed Posts**
- **Physical Security and Crime Prevention**
- **Report Writing**

Human Resources and Public Relations

- **Command Presence**
- **Communicating With Angry People**
- **Communication Mistakes to Avoid**
- **Dealing with Mentally Ill Persons**
- **Defusing Conflict and Crisis**
- **Engaging the Customer**
- **Lobby Reception Area Security**
- **Lost Children**
- **Proxemics and Personal Space**
- **Public Relations**
- **Tactical Communications**

GENERAL DUTIES

- Access Control
- Building Searches
- Correcting Common Errors in Report Writing
- Crime and Incident Scene Investigations (Parts I and II)
- Customer Service as a Security Function
- Detection Procedures
- Effective Interviewing
- Enforcement Techniques
- Event Security (Parts I, II, and III)
- Gang Trends
- General Report Writing
- Inspections
- Intelligence Gathering
- Interviewing at the Scene
- Juveniles and Gangs
- Maintaining a Safe Work Environment
- Physical Fitness for Security Officers (Parts I and II)
- Professional Communication (Parts I and II)
- Radio Communication (Parts I and II)
- Report Writing and Crime Prevention
- Search and Escort
- Search and Seizure (Parts I and II)
- Security and Police Relations
- Shoplifters
- Telephone Techniques
- Testifying as a Security Officer
- The Basics of Fixed Security Posts





Studies show that professional Security Officer training leads to a safer and more secure environment. It also enhances Security Officer skill sets, improves morale and increases retention rates. The Arrow Academy helps Security Officers with the skills they need to react appropriately to any situation and reflect positively on your organization's brand.

COURSES

Courses can be easily accessed from any computer, laptop, tablet or phone. Security Officer training certificates are issued and compliance is tracked after training module completion.

EMERGENCY SITUATIONS AND WORKPLACE VIOLENCE

- Bomb Threat Response
- Emergency Department Security
- Emergency Response in the Retail Setting
- Evacuations
- Fire and Emergency Response
- Fire Apparatus and Response in a Healthcare Facility
- First Aid Essentials
- First Response to Felony Crimes
- Handling Emergency Situations
- Hate Crimes
- Infant Abduction (Parts I and II)
- Introduction to Emergency Management (Parts I and II)
- Medical Emergency Response (Parts I and II)
- Tactical Response to Practical Situations
- Workplace Violence Prevention
- Tactical Thinking
- Security Officer Safety
- Non-aggressive Defense
- Evaluate and Use of Non-Verbal Messages (Parts I & II)

SECURITY MANAGEMENT

- Basics of Risk Management
- Emergency Preparedness and Crisis Management
- Leadership
- Leadership Principles
- Preparing Performance Evaluations
- Professional Standards
- Reducing Business Risk
- Sexual Harassment
- Supervisor Communication
- Time Management

TRAFFIC CONTROL AND VEHICLE SAFETY

- Focus on Vehicles
- Parking Lot Security
- Safe Driving Strategies
- Traffic Safety and Control
- Vehicle Safety and Security

HOMELAND SECURITY

- Terrorism: The Security Challenge
- Threat of Terrorism in the U.S.

CAMPUS SECURITY SERIES

- Alcohol Abuse on Campus
- Campus and Community Relations
- Campus Awareness and Crime Prevention
- Campus Security Report Writing
- Crime and Incident Scene Protection
- Critical Incident Response in the School Environment
- Physical Security in the School Environment
- Fire and Emergency Response Planning
- Legal Responsibilities
- Residence Hall Security
- Special Events

LEADERSHIP

- Leadership Principles
- Preparing Performance Evaluations
- Professional Standards
- Reducing Business Risk
- Supervisor Communication
- Time Management
- Core Competencies of Leadership

SPANISH SECURITY COURSES

- Basic Security Tool Kit
- Controlling Aggressive Individuals
- Crime Scene Containment
- Emergency Situations
- General Report Writing
- Fire Alarms and Extinguishers
- General Duties
- Patrol
- Radio and Telephone Communications
- Security Officer Safety

OSHA

COVID-19 Training Courses

- Coronavirus 101: What You Need to Know
- Coronavirus 103: Managing Stress and Anxiety
- Coronavirus 107: Reopening Your Organization

Occupational Health & Safety

- Advanced Construction Safety (Modules 1-4)
- Building Evacuation and Emergencies
- CPR Academic
- Driving Safety
- Drug-Free Workplace
- Fire Extinguisher Safety
- Fire Prevention Safety
- General Construction Safety
- General First Aid Part 1 and Part 2
- Workplace Violence

LAW ENFORCEMENT TRAINING

Calibre Press

- Body Language: Analysis of Deceptive Behavior
- Body Language: Analysis of Pre-Attack Indicators
- Body Language: Reading People 101
- Body Language: Reading People 201
- The Essential Component of De-Escalation and Conflict Resolution
- Interaction Principles for De-Escalation Success

Patrol

- Basic Principles of Active Shooter Response
- Managing Confrontation with Communication
- Mentally Ill Crisis Intervention
- Report Writing to Win Cases (Modules 1-2)
- School Resource Officers
- Verbal Judo



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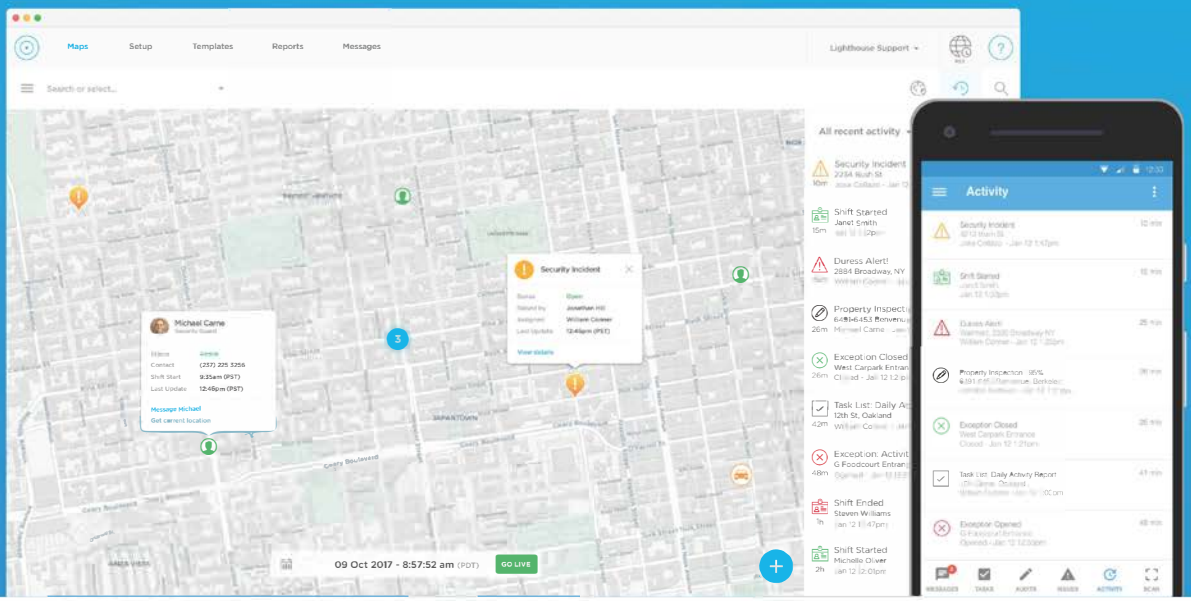
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Catskill Watershed Corporation
669 County Hwy 38 · Suite 1 · Arkville, NY 12406
Tel: (845) 586 -1400
Fax: (845) 586 -1401
Website: www.cwconline.org

June 2, 2025

Bennett Elementary School Onteora CSD
Attn: Kristen Warren
16 Brunel Drive
Boiceville, NY 12412

Dear Ms. Warren,

Enclosed you will find a contract for the Watershed Education Grant that has been awarded to Onteora/Bennett Elementary School by the Catskill Watershed Corporation. The NYC DEP has approved the grant as well.

Please note there have been some changes to the contract so make sure to read its entirety.

Please execute and return with required attachments by November 1, 2025. If the contract is not received, grant approval will be withdrawn, and the contract will be considered null and void. A fully executed copy will be returned to you for your files.

PLEASE COMPLETE THE FOLLOWING PAGES OF THE CONTRACT:

1. Page 12, Section 12.05 (please print)
2. Page 15, Recipient Signature (top of page) – MUST BE NOTARIZED
3. Attachment B -- Authorizing Resolution or Letter to be adopted by your parent board of directors, school board or school administrator. (**Sample** resolution/wording provided.)
4. Attachment C – Voucher requesting payment of grant funds. Sign, date, and make sure that address in the Vendor Information box is where you want the check sent.
5. Attachment E – Certificate of Insurance if requesting Bus/Van rental for transportation. Funds will not be released for transportation until a certificate of insurance is obtained.

The name of the person in the Authorizing Resolution/Letter (Attachment B) must also appear on page 12, page 15 and the voucher. If you have questions regarding the Authorizing Resolution or other matters, please contact me.

Send the entire contract (cover page through Attachment E, with all five of above pages completed/signed/notarized) to me at the CWC address above. Incomplete contracts will delay receipt of your grant funds. Once we receive the completed contract, we will sign it at this end, return a copy to you for your records, and process your check.

Thank you for participating in this program. Please read the attached Information and Suggestion sheet BEFORE YOU BEGIN YOUR PROJECT.

Samantha Costa: scosta@cwconline.org; 845-586-1400 ext. 104

Catskill Watershed Corporation
669 County Hwy 38 · Suite 1 · Arkville, NY 12406

Tel: (845) 586 -1400
Fax: (845) 586 -1401
Website: www.cwconline.org

INFORMATION AND SUGGESTIONS

BEFORE YOU BEGIN:

1. Review the Final Report Form (Attachment D of the contract), to see what documentation you will be required to supply at the conclusion of the project. ***Please note***: If you are engaging a consultant or performer as part of the project, you will need to supply a letter of agreement or contract with them as part of the Final Report.

2. Establish a project folder to hold all receipts, purchase records, travel records, cancelled checks, agreement letters and other documentation of expenditures. Keeping these records current and in one location will make it much easier when it is time to file the required Final Report.

3. NEW! Insurance requirement, if you requested funding for a bus/van rental, you must provide a certificate of insurance from the transportation company before the funds for transportation will be released.

4. You have 12 months from the date the contract is signed by CWC Executive Director Jason Merwin to finish your project. Extensions may be considered upon written request.

5. IMPORTANT! Before you begin your program or project, develop an evaluation plan. Per Contract Section 3xii your final report must measure the impact the project or program had on students or audience. Compile a survey form, pre- and post-testing mechanisms, or other evaluative tools.

6. If your proposal included a **Special Option**, you should contact the provider of that program as soon as possible to arrange for delivery of the program or service. Here are the contact people:

- Arm-of-the-Sea Theater – Patrick Wadden, Managing Director; 845-246-7873; art@armofthesea.org
- Frost Valley YMCA Environmental Education Center – Environmental Study Visits: Eva Larson, Environmental Education Program Coordinator, 845-985-2291 x221; elarson@frostvalley.org
- The Ashokan Center – Environmental Study Visits: info@ashokancenter.org 845-657-8333 ext. 27
- Trout in the Classroom: Nicole Alexander, TIC director, 917-832-0857 nalexander@dep.nyc.gov

7. You are required to give **proper credit** to both the CWC and the NYC DEP in any public notices, press releases, or final products. SEE SECTION 2.01 - D OF THE CONTRACT for specific wording.

8. If your project involves access to or use of NYC lands, you must apply for a **land use permit**. Call Eve Fox, DEP Land Use Permit Program supervisor: 914-749-5326.

Good luck with your project! If you have any questions or concerns, please call Samantha Costa at 845-586-1400, ext. 104; scosta@cwconline.org

Contract No. 1671

CONTRACT FOR CWC GRANT ASSISTANCE ROUND 28

By and Between

BENNETT ELEMENTARY/ONTEORA CENTRAL SCHOOL DISTRICT

and

CATSKILL WATERSHED CORPORATION

Dated as of , 2025

AGREEMENT BETWEEN THE CATSKILL WATERSHED CORPORATION
AND BENNETT ELEMENTARY/ONTEORA CENTRAL SCHOOL DISTRICT FOR PUBLIC EDUCATION PROJECT

THIS AGREEMENT, made and entered into the _____ day of _____, 2025, by and between **THE CATSKILL WATERSHED CORPORATION** (the "CWC"), a local development corporation having its principal office at 669 County Highway 38, Suite 1, Arkville, State of New York, and Bennett Elementary/Onteora Central School District, ("Grantee"), in the, County of Ulster, State of New York, the CWC and the Grantee collectively referred to as the "Parties"; and

WHEREAS, the CWC is a non-profit corporation established to administer Watershed Protection and Partnership Programs, including the Public Education Program ("Program"); and

WHEREAS, pursuant to the Public Education Program Agreement between the New York City Department of Environmental Protection ("NYCDEP") and the CWC, the CWC shall act as program manager for a program to increase public awareness of the human and natural history of the Watershed and the development of the City's water supply system. Projects funded through this Program will emphasize the importance of the Watershed to the City and the critical role of the Watershed communities in stewarding the Watershed, the diversity and importance of aquatic and terrestrial life in the Watershed, and/or the importance of, and means of preserving, water quality in the Watershed; and

WHEREAS, the Grantee has applied for grant funding as described in the application and said project has been reviewed by the CWC Public Education Advisory Group, Public Education Committee and Board and been determined to be an eligible project for funding; and

WHEREAS, pursuant to Resolution No. 5692, the CWC Board approved funding to Grantee for (Bennett 5th grade Environmental Trip Ashokan Center and Rail Trail) and authorized a not to exceed amount of Eight Thousand Two Hundred and Fifty Dollars **($8,250)** for such Project ("Public Education Grant Funds"); and

NOW, THEREFORE, in consideration of the promises and the respective representations and agreements hereinafter contained, the Parties agree as follows:

ARTICLE 1
GENERAL PROVISIONS

Section 1.01 Program

A. The CWC shall pay to Grantee for certain eligible and reasonable costs that are directly attributable to the Project as set forth in Grantee's Application, appended hereto section 11.10

Section 1.02 Duration of the Agreement

This Agreement shall be effective when fully executed by the Parties. This Agreement shall terminate one (1) year after the effective date subject to an extension approved in writing by CWC. This Agreement may be extended, renewed, or terminated upon the mutual agreement of the Parties.

ARTICLE 2
DESCRIPTION OF WORK

Section 2.01 Description of Eligible Costs

A. CWC shall provide to Grantee one payment for eligible costs as defined in Section 3.01 (Public Education Grant Funds) in accordance with estimated invoice in Attachment C. If CWC Public Education Grant Funds will also be used to provide for transportation costs by a contractor, such funds in the amount will be provided separately pursuant to Section 3.01

B. The Grantee shall proceed expeditiously with the Project and shall complete the Project in accordance with the Project Description set out under **Attachment A** to this Agreement, or any amendments to such Project Description which are approved by the CWC in writing. It is agreed that the Application of the Grantee, including those materials attached in support thereof, are attached hereto and are made a part hereof as **Attachment A**. The Grantee shall further undertake and complete the Project in accordance with the conditions contained in the CWC approval letter and with the conditions of all applicable permits, administrative orders, judicial orders, and any other applicable governmental approvals.

C. *No Warranty Regarding Condition, Suitability or Cost of Project.* The Grantee acknowledges that the CWC does not make any warranty, express or implied, as to the Project or its condition, or that it will be suitable for the Grantee's purposes or needs, or that the proceeds of the Public Education Grant Funds will be sufficient to pay the costs of the Project. The CWC is not responsible for increased costs resulting from defects in the plans, or other Project documents. Nothing in this section prohibits a Grantee from requiring more assurances, guarantees, or indemnity or other contractual requirements from any party performing Project work.

D. In recognition of the Public Education Grant Funds provided under this Agreement, Grantee shall ensure that in any program or printed material advertising, announcing, or describing the services which have been agreed to pursuant to this contract, or in any publication, film, videotape, exhibition, or visual material produced as a result of this contract, the Grantee shall prominently credit the CWC's and NYCDEP's assistance as follows:

"This event (performance, exhibition, publication, service, etc.) is made possible with funds from the Catskill Watershed Corporation in partnership with the New York City Department of Environmental Protection."

It shall be the sole responsibility of the Grantee to get the appropriate releases for any video and/or photographic material used by the Grantee for advertisement, promotion or forwarded to the CWC.

2.02 Changed Circumstances

The Grantee acknowledges and agrees that during the term of this Agreement, it shall have a continuing obligation to immediately inform the CWC in writing of any changed circumstances affecting its representation(s) as set forth above. Additionally, the Grantee agrees to provide the CWC with notice and a request for approval of a change or modification of such representation(s), thirty (30) days in advance of such change, where the Grantee has notice of a potential change affecting the representation(s).

2.03 Final Report

At least thirty (30) days prior to expiration date of contract as defined in Section 1.02, Grantee shall complete and submit a Final Report to CWC, which shall describe the manner in which the funds were expended and any applicable information relative to the measured success of the Project. Included in such report and as appropriate, Grantee shall also provide two (2) copies of all educational products (DVDs, CDs, curricula, publications, etc.) developed, published, or otherwise created with Public Education Program Grant funds. All unexpended funds shall be returned with final report.

A GRANTEE WHO FAILS TO TIMELY COMPLETE A FINAL REPORT WILL NOT BE ELIGIBLE FOR ADDITIONAL CWC GRANTS

2.04 Abandonment of the Project

In the event the Grantee fails to complete the Project during the term of this Agreement, all CWC grant funds provided pursuant to the terms of this Agreement shall be returned to CWC within thirty (30) days from date of CWC demand or from the date of termination, whichever is sooner. Grantee acknowledges that in the event it fails to complete the Project pursuant to the terms of this Agreement, CWC in its sole and absolute discretion may deny other applications to CWC requesting funding by or for Grantee on such basis.

2.05 Continued Ownership and Performance.

Unless authorized to dispose of the Project, the Grantee shall own, operate and maintain the Project in accordance with the provisions of applicable law and this Agreement with Attachments. The Grantee shall not discontinue the performance of services or sell or otherwise dispose of the Project, except as provided in the Project Description attached hereto as **Attachment A** or without the prior written approval of the CWC.

ARTICLE 3
PAYMENT

Section 3.01 Definition of Eligible

Public Education Costs under this Agreement shall be the eligible costs of the Project which the CWC has determined can be paid with Public Education Grant Funds, including proposed costs as delineated in Grantee's application, appended hereto up to Eight Thousand Two Hundred and Fifty Dollars **($8,250)**. CWC funds shall not be used for any other purpose. In no circumstance, shall Public Education Grant Funds be used to pay for capital costs of constructing stationary facilities or acquiring interest in real property

Section 3.02 Payment Generally

A. Except as provided herein, the CWC shall pay to Grantee a single payment for eligible costs as defined in Article 2 of this Agreement, within thirty (30) days of CWC's receipt of a completed certified voucher, with all required attachments.

B. If Grantee will use Public Education Grant funds for procurement of transportation, the portion of funds identified in Attachment A for transportation will be provided upon presentation to CWC of an insurance certificate in compliance with Article 11 of this Agreement.

C. The Grantee acknowledges that the CWC does not make any warranty, express or implied, as to the Project or its condition, or that it will be suitable for the Grantee's purposes or needs, or that the proceeds of the Public Education Grant Funds will be sufficient to pay the costs of the Project. The CWC is not responsible for increased costs resulting from defects in the plans, or other Project documents. Nothing in this section prohibits a Grantee from requiring more assurances, guarantees, or indemnity or other contractual requirements from any party performing Project work.

D. Any funds remaining after completion of the Project, abandonment pursuant to section 2.04, and/or the termination of this Agreement shall be remitted to CWC within ninety (90) days of such completion or termination along with an accounting of Public Education Grant Funds expended and corresponding receipts or backup documentation as requested or required by CWC.

E. Public Education Grant Funds shall be used to supplement and expand upon existing school criteria and programs not merely replace or restore existing curricula or programs that have been the subject of reduced public funding. The Recipient shall not use Public Education Grant Funds to pay for capital costs of constructing stationary facilities or acquiring any interest in real property.

Section 3.02 Conditions of Payment

A. The CWC's obligation to pay Public Education Grant Funds is contingent upon submission of certified voucher required to be made under this Agreement.

B. The Grantee agrees that the CWC retains the specific remedy, exclusive of other remedies as set forth herein, to reject, correct, adjust or withhold Public Education Grant Funds from the Grantee where the CWC, in its sole discretion, determines that the costs requested for are not Eligible Costs or the Grantee has not properly documented the costs in its request for payment. Such rejection, correction, adjustment, or withholding may be accomplished by taking such action with respect to present or future payment requests or through any other rights or remedies available to the CWC.

C. Except for the contractual liability to the Grantee created by this Agreement, this Agreement is not intended to be construed as, and is not, an admission of the CWC's liability in any other context to pay for the costs which the CWC is assuming hereunder, and this Agreement shall not be used as an admission or precedent in any other action, proceeding or document.

D. Upon payment under this Agreement, the Grantee agrees that payment by the CWC shall serve as a general release of any and all actions, causes of actions, demands, suits, proceedings, cost, claims, charges (including but not limited to fees, costs and disbursement of experts, consultants and attorneys), which the Grantee, his/her administrators, executors or assigns have or may have against the CWC under this Agreement or under the Watershed MOA for any and all costs for the work associated with the project.

Section 3.03 Disputed Payments

Any disputes that may arise regarding payments under this Agreement shall be resolved in accordance with this Agreement and shall be governed by and construed in accordance with the laws of the State of New York.

ARTICLE 4
PERSONNEL

Section 4.01 Employees

A. The Grantee and the CWC agree that the Grantee, and its employees, agents, contractors, subcontractors and/or consultants are independent contractors, and not employees of the CWC, the City of New York or NYCDEP, including its agents, officials and employees (collectively the "City").

B. In accordance with such status as an independent contractor, the Grantee covenants and agrees that neither it nor its employees or agents will hold themselves out as, nor claim to be, officers or employees of the CWC or the City or NYCDEP.

C. All experts, consultants or employees of the Grantee who are employed by the Grantee to perform work under this Agreement are neither employees of the CWC or the City, nor under

contract to the CWC, or the City and CWC, nor the City are responsible for their work, direction, compensation and personal conduct while engaged under this Agreement.

D. Nothing in the contract shall impose any liability or duty on the CWC, or the City for the acts, omissions, liabilities or obligations of the Grantee, or any person, firm company, agency, association, expert, consultant, independent contractor, specialist, trainee, employee, servant, or agent of the Grantee for taxes of any nature including but not limited to unemployment insurance, workman's compensation, disability benefits and social security, or, except as specifically stated in this contract, to any person, firm or corporation.

E. Neither the CWC, the nor the City shall be responsible for any physical injuries or death to the Grantee's agents, servants, or employees or to any other person or damage to any property sustained during its operations and work under this Agreement resulting from any act of omission or commission or error in judgment of any of the Grantee's officers, trustees, employees, agents, servants, or independent contractors. The Grantee shall hold harmless and indemnify the CWC and the City from liability upon any and all claims for damages on account of such injuries or death to any such person or damages to property on account of any neglect, fault or default of the Grantee, its officers, trustees, employees, agents, servants, or independent contractors to the extent. Neither the CWC nor the City shall be responsible for the safety and protection of any of the Grantee's employees in the event of the negligence, fault or default of the Grantee.

F. The Grantee and his/her agents, employees, contractors and subcontractors shall comply with all applicable State, federal and local laws, rules and regulations, including, but not limited to, the Worker's compensation Law and minimum wage and unemployment insurance requirements of the Labor Law.

Section 4.02 Equal Employment

The Grantee shall not engage in any employment discrimination, or any discrimination in retaining contractors.

ARTICLE 5
PROCUREMENT OF GOODS AND SERVICES

Section 5.01 General

A municipal Grantee shall comply with the New York General Municipal Law in the procurement and selection of contractors, consultants and all other goods and services under this Agreement. All other entities shall solicit services on a competitive basis and comply with the CWC Procurement Policy attached hereto as Attachment B.

Section 5.02 Consultants and Other Subcontractors

A. A contract between the Grantee and a consultant or other subcontractor (the Subcontract) to perform work to be paid with funds provided by the CWC pursuant to this Agreement shall include the following provisions:

1. A requirement that the subcontractor perform all work in accordance with the terms of this Agreement, the Public Education Program Rules and with the Scope of Work;

2. A requirement that the subcontractor perform all acts to be performed under the Subcontract in compliance with all applicable federal, State and local laws, rules, regulations and orders, including the Watershed Regulations;

3. A statement and a requirement that the subcontractors agree to indemnify the CWC and the City and assume liability for injuries on the same basis identified in this Agreement, pursuant to Article 9;

4. A statement and requirement that nothing contained in the subcontract shall impair the rights of the City under this Agreement of the Watershed MOA;

5. A statement and requirement that nothing contained in the subcontract shall create any contractual relation between the subcontractor and the City; and

6. A statement and requirement that the subcontractor will not engage in any unlawful employment discrimination under the subcontract.

B. The Grantee shall enforce the foregoing provisions of its subcontracts.

Section 5.02 Background Investigation Compliance for Contractors

A. The Grantee agrees and covenants to hire only responsible consultants and contractors with respect to any work to be performed under this Agreement.

B. A responsible person or firm is one who or which, in the reasonable opinion of the Grantee and/or its agents or representatives, has the capability in all respects to fully perform the contract requirements, including appropriate licenses where applicable, and the business integrity to justify the award of a contract under this Agreement.

ARTICLE 6
REPRESENTATIONS AND WARRANTIES

Section 6.01 Status and Authority of the CWC

CWC represents and warrants that:

A. CWC has all requisite power and authority to execute, deliver and perform this Agreement.

B. This Agreement has been duly authorized by all necessary action on the part of CWC and has been duly executed and delivered by CWC and, assuming due execution and delivery by the Applicant, constitutes a legal, valid, binding and enforceable obligation of CWC.

Section 6.02 Status and Authority of the Grantee

The Grantee represents and warrants that:

A. The Grantee has all requisite power and authority to execute, deliver and perform this Agreement.

B. This Agreement has been duly authorized by all necessary action on the part of the Grantee and has been duly executed and delivered by the Grantee and, assuming due execution and delivery by the City, constitutes a legal, valid, binding and enforceable obligation of the Grantee.

C. The execution and delivery of this Agreement, and compliance with the provisions hereof, do not and will not conflict with or constitute a violation of or default under any statute, indenture, mortgage, deed of trust or other agreement or instrument to which the Grantee is bound, or to the knowledge of the Grantee, any order, rule or regulation of any court or governmental agency or body having jurisdiction over the Grantee or any of its activities or properties.

D. Acceptance of Public Education Grant Funds hereunder shall be deemed at such time a reaffirmation of the representations and warranties hereof.

ARTICLE 7
RECORDS AND REPORTS

Section 7.01 General

The Grantee and CWC agree that a copy of any and all written materials and documents that are prepared pursuant to this Agreement shall be forwarded to the CWC or to Grantee upon request of the other party. The CWC shall have the right to use all written materials, documents and information that are gathered or prepared to this Agreement for any purpose deemed appropriate by the CWC.

Section 7.02 Maintenance of Records

The Grantee shall maintain complete and accurate records in readily accessible files on all of its activities in connection with this Agreement. Such records shall include, but are not limited to, financial records detailing the receipt, management, and disbursement of all funds provided pursuant to this Agreement. The Grantee shall maintain all records relating to this Agreement for the longer of a period of five (5) years after termination of this Agreement or seven (7) year after the generation of the record.

Section 7.03 Audit and Inspection

A. All vouchers or invoices presented for payment to be made hereunder, and the books, records and accounts upon which said vouchers or invoices are based are subject to audit by the State and the State Comptroller, and the City and the City Comptroller pursuant to the powers and responsibilities of such parties as conferred by State and City law.

B. The Grantee shall submit any and all documentation and justification in support of expenditures or fees under this Agreement as may be required by CWC, and shall make its records related to this Agreement available to the City, including the City Comptroller, as they consider necessary.

C. This Section 7.03 shall survive termination of this Agreement.

ARTICLE 8
DEFAULT, SUSPENSION OR TERMINATION

Section 8.01 Termination

If either party defaults in the observance or performance of any material terms of this Agreement, and such default continues for more than thirty (30) days after written notice of such default is received by the defaulting party from the non-defaulting party, the non-defaulting party may (in addition to other rights or remedies available at law or in equity) terminate this Agreement, at any time thereafter, by providing written notice of termination to the defaulting party, specifying an effective date of termination, which date shall be no less than five (5) business days from the date such notice is sent. Reasons for termination by CWC, include but are not limited to:

(i) fails to complete the Project as planned;

(ii) abandons the project as described in Section 2.05;

(ii) fails to proceed with the Project as scheduled;

(iii) fails to file progress reports as requested by the CWC;

(iv) changes the Project in any way which, in the judgment of the CWC will significantly or materially alter the nature of the Project;

(v) transfers the ownership of the Project, or any portion of the Project without advance written approval from the CWC; or

(vi) breaches any of the representations set forth in this Contract

Section 8.02 CWC's Termination

In the event of termination by the CWC pursuant to Section 8.01, the CWC shall not be responsible for any obligations under this Agreement from the date on which CWC sends a written notice of termination to the Grantee pursuant to Section 8.01. Except for projects determined to be abandoned by CWC pursuant to Section 2.05, any obligation necessarily incurred by the Grantee on account of this Agreement prior to receipt of notice of termination and falling due after such date shall be paid by the CWC in accordance with the terms of this Agreement.

Section 8.03 Grantee's Termination

This Agreement may be terminated by the Grantee pursuant to Section 8.01 or upon (30) thirty days written notice to CWC.

ARTICLE 9
INDEMNIFICATION

Section 9.01 Indemnification

The Parties agree to indemnify each other and save each other harmless from all claims, liabilities, losses or expenses of every character whatsoever for bodily injury, including death, and/or damage to real or tangible personal property where such injury or damage is the result of the indemnifying party's negligence or willful tort occurring while working on activities relating to this Agreement. In the event such injury or damage is caused by the combined negligence of the parties, each party shall be responsible for its relative culpability.

ARTICLE 10
INVESTIGATIONS

Section 10.01 Investigations

The Grantee agrees to cooperate fully and faithfully with investigations, audits or inquiries relating to the subject matter of this Agreement.

ARTICLE 11
INSURANCE

Section 11.01 Insurance

If Grantee will use Public Education Grant Funds for procurement of a contractor to provide transportation, Grantee shall ensure that such contractor has, and maintains during the term hereof, insurance in sufficient amount and scope to protect the interests of the CWC and the City as provided in Attachment E. CWC and the City of New York shall be named as additional insureds on the general liability insurance policy of the contractor as provided in Attachment E. Grantee shall submit to CWC Certificates of Insurance for the coverage required under this Agreement prior to commencement of any work by such contractor.

ARTICLE 12
MISCELLANEOUS

Section 12.01 Severability

If any provision of this Agreement or its application shall be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of all other provisions and applications hereof shall not be affected or impaired in any way.

Section 12.02 Compliance with the Law

The Grantee agrees that all acts to be performed in connection with this Agreement shall be performed in compliance with all applicable federal, State and local laws, rules, regulations and orders.

Section 12.03 Assignment or Other Disposition of the Agreement

The Grantee may assign, transfer, convey, sublet, or otherwise dispose of this Agreement or any part thereof, or of its right, title, or interest therein, to any person, company or corporation, provided that: (a) CWC agrees in advance to such assignment, transfer, conveyance, sublet, or other disposition, and (b) the assignee, transferee, sub lessee, or other party to whom an interest herein is being transferred agrees in writing, to assume Grantee's liabilities and obligations under this Agreement.

Section 12.04 Modification

This Agreement may not be modified or amended except by an instrument in writing signed by both of the parties hereto. This Agreement may not be modified or amended orally.

Section 12.05 Notification

Unless otherwise expressly provided in this Agreement, any notice from one party to the other required or permitted to be given hereunder shall be in writing and shall be delivered by hand, or by registered mail, return receipt requested, or by overnight mail, to the following addresses:

If to CWC:

Catskill Watershed Corporation
669 County Highway 38, Suite 1
Arkville, NY 12406
Attn: Jason Merwin, Executive Director

If to Grantee:

Onteora Central School District
PO Box 300
Boiceville, NY 12412

Attn: Kristen Warren

SIGN HERE

Section 12.06 Claims or Actions Against the CWC

A. No director, officer, employee, agent or other person authorized to act on behalf of the CWC shall have any personal liability in connection with this Agreement or any failure of the CWC to perform its obligations hereunder.

B. The Grantee shall report to CWC in writing within ten (10) business days of the initiation by the Grantee or service on the Grantee of any legal action or proceeding in connection with or relating to this Agreement. In the event any claim is made or any action brought in any way relating to the Agreement herein (except an action brought by the Grantee against the CWC), the Grantee shall diligently render to CWC and without additional compensation, any and all assistance which CWC and may reasonably require of the Grantee to prosecute or defend such claim or action.

Section 12.07 No Third Party Beneficiary

This Agreement is not intended to create any benefit or interest in any third party.

Section 12.08 Cooperation

The parties acknowledge and agree that during the term of this Agreement they will provide each other promptly with all documentation, reports, and information, which may be necessary to carry out their respective obligations under this Agreement. Nothing in this Agreement shall be deemed as consent by or an obligation of any Part to provide documents or information protected by or to waive the attorney-client privilege or attorney-work product privilege.

Section 12.09 Miscellaneous

A. This Agreement shall be governed by, and construed in accordance with, the laws of the State of New York. To the fullest extent permitted by law, the Parties consent to the jurisdiction of the Delaware County Supreme Court of the State of New York.

B. This agreement constitutes the entire understanding between the parties with respect to the subject matter hereof and supersedes all prior agreements with respect to such subject matter, whether written or oral.

C. This Agreement may be executed in counterparts, each of which shall be an original but all of which together shall constitute one and the same instrument.

12.10 STANDARD CLAUSES FOR ALL CWC PUBLIC EDUCATION CONTRACTS

1. The Grantee agrees to perform all work in accordance with the terms of the New York City (the "City") Watershed Memorandum of Agreement ("Watershed MOA") and the Public Education Contract between New York City DEP, and the CWC ("Public Education Program Contract");

2. The Grantee agrees that nothing contained in this Contract shall impair the rights of the City under the Public Education Program Contract or the Watershed MOA;

3. The Recipient agrees that nothing contained in this Contract shall create any contractual relationship between the Recipient and the City.

4. The Recipient agrees that they will not engage in any unlawful discrimination in hiring employees under this Contract based upon race, creed, color, national origin, sex, age, disability, marital status or sexual orientation.

5. The Recipient agrees that any public work performed within the meaning of Section 220 of the New York State Labor Law pay not less than the prevailing wage to laborers, workmen and mechanics performing such work and comply with all other applicable provisions of Section 220 of the Labor Law.

6. The Recipient agrees to perform all acts to be performed under this Contract in compliance with all applicable federal, State and local laws, rules, regulations and orders.

7. The Recipient agrees to comply with a budget, scope of work, a progress schedule for completion of work within specified milestones and payment schedule which is dependent upon completion of the work within the specified period of performance.

8. The Recipient represents and warrants that no payment, gift or thing of monetary value was made, given or promised to a CWC officer, director or employee to obtain this Contract or any other agreement with the City or the CWC.

IN WITNESS WHEREOF the Executive Director on behalf of the CWC and _____ on behalf of the Grantee have executed this agreement, one part to be retained by CWC and one part to be delivered to the Grantee.

For the Grantee

BY: _____ Date: _____

SIGN HERE

STATE OF NEW YORK)
)ss.:
COUNTY OF)

On this _____ day of _____, 2025 before me personally came to me_____, who, being by me duly sworn, did depose and say that she/he is the _____ of the _____described in and which executed the foregoing instrument; and that she/he signed her name thereto by authority of said Village.

Notariz

_____
NOTARY PUBLIC

For CWC

BY: _____ Date: _____
Jason Merwin
Executive Director
Catskill Watershed Corporation

STATE OF NEW YORK)
) ss.
COUNTY OF DELAWARE)

On this _____ day of _____, 2025 before me personally came Jason Merwin, to me known, who, being by me duly sworn, did depose and say that he is the Executive Director of the CWC described in and which executed the foregoing instrument; and that he signed his name thereto by the authority of the CWC.

_____
NOTARY PUBLIC

ATTACHMENT A

PROJECT DESCRIPTION

Student/Teacher Public Education Round 28 Application

Reference #	16560297
Status	Complete
Login Username	kwarren@onteora.k12.ny.us
Login Email	kwarren@onteora.k12.ny.us
School/Organization:	Bennett Elementary/ Onteora Central School
School/Organization Website:	https://www.onteora.k12.ny.us/
Attach proof of Non-Profit Status	tax_exempt.pdf (197 KB)
Project Title:	Bennett 5th Grade Environmental Trip Ashokan Center & Rail Trail
Total Grant Request Amount	8,250
Applicant Name:	Kristen Warren
Applicant Title:	5th Grade Teacher
Mailing Address	4166 Route 28
City:	Boiceville
State:	NY
Zip Code:	12412
County:	Ulster
Borough:	N/A
Telephone Number:	8459438402
E-mail Address:	Kwarren@onteora.k12.ny.us
Names of collaborating organization(s), if any	Ashokan Center
Attach letters of agreement from any collaborating organizations (please combine into one PDF document)	ashokan_quote_bennett.pdf (189 KB)
Have you applied for a CWC Education Grant in the past?	Yes

If you answered yes above, did you receive funding?	Yes
If yes, what year or grant round?	Multiple, most recently Round 27
What watershed/environmental education professional learning opportunities have you attended in the past two years?	N/A- if there are any you would recommend, I'd be happy to attend.
Project date range (must begin after Sept. 1, 2025)	Sept 2, 2025-June, 2026.
Item #103	The Ashokan Center
Number of people reached directly	40
Number of people reached indirectly	200
Location	West of Hudson
Grade Level/Age Range:	5th Grade
Please describe the audience	Our audience will be a group of approximately 40-5th graders from Bennett Elementary School. They are students who have worked with Matt Savatgy in previous years to learn about our local watershed. Many of these students have parents (and some even grandparents) who have attended the Ashokan Center trip during their time here at Bennett.
Goals and Objectives (What do you want to do and why?)	The goals of our curriculum requires students to learn the effects of the environment, the changes/effects on animals and plants (including seasonal), living environments, adaptations in plants and animals and their dependency on their physical environment. We also focus on food chains, water cycles, landforms and erosion. The programs at the Ashokan Center align perfectly with these goals. The objective is to then apply this learning from the Center to our overall environment and backyard. As their teachers, we want to see students using

their observational skills , transferring their experiences to their written work and increasing their ability to critically read, comprehend and discuss informative texts. In order to ensure these goals are met, students will be recording observations and thoughts in their journals, completing lab work/class assignments and publishing written pieces.

Another goal is empowering students to take leadership in protecting their community resources using their experiences from the Ashokan Center. In connection with a class project where students had to be the engineers to save a town from flooding, they will be able to experience the real world implications of this in our small city of Boiceville. With the leadership of Matt Savatgy and local experts, students will also have the opportunity to map out a plan for the areas that have participated in the local buyout program and offer ideas and solutions!

Now that 5th grade students are expected to take a NYS Science assessment, these outdoor and hands on activities offer students invaluable experiences to apply to the broader concepts of science in general...

... and gives all students equal footing.

This builds on what we have done in the past and addresses a new audience of learners.

Methods and Activities (How will you carry out your project?)

Students will attend a daily program at the Ashokan Center during school hours for 3 days in the 25-26 school year. During this time, students will engage in educational activities that support our Science Standards. These activities will help to bring hands-on activities and real life

experiences to the classroom lessons and provide students access to shared experiences. Students will be asked to think about the following question: How is our local watershed important to our environment?

Students will participate in the Cathedral Gorge Hike, Watershed and Aquatic Ecology and Forest Ecology programs. The lower Esopus Creek and surrounding environment gives students the opportunity to further explore the natural sciences while also learning the importance of stewardship locally as well as globally. Prior to attending this trip, our science classrooms will be educating the students about biomes of the world and then focusing on our local ecosystem; pinpointing our local watershed.

During our time at Ashokan, students will incorporate data collection, analysis of findings, use of various tools and instruments, observational strategies and discussion while making connections to the watershed curriculum.

To complement our Ashokan experience, classes will also be going to the local Rail Trail (ART) in the fall and spring for a multi-mile walk and a study of our watershed from "the other side". Mr. Matt Savatgy will help guide students and activities during these experiences. Students will study the pH of the Esopus, critters living in the water and observe their surroundings to decide whether we have a healthy ...

...watershed or not.

Our current curriculum goals require students to learn the effects of the environment, the

changes/effects on animals and plants, living environments, adaptations in plants and animals and their dependency on their physical environment, the food chain, water cycle, landforms and erosion.

For more than 30 years, the Onteora Central School District has worked side by side with the Environmental Programs offered through the Ashokan Center. These programs have afforded our students the opportunities to connect with our local environment, understanding both the responsibility we have towards our environment and simply what our local environment is. Understanding how our waters impact waters all around our watershed from Albany to NYC is an important piece of our students' understanding of our area. We are lucky enough to live in an area that provides such a wealth of hands-on learning opportunities and along with that comes the responsibility of learning how to care for our watershed and environment.

Evaluation (How will you measure the project outcomes?)

Evaluation of our students will be based on active participation in all Ashokan Watershed programs and a demonstration of connecting their learning to the classroom through journaling, discussions, lab work and various writing assignments. While at Ashokan, each student will produce a data collection and observation journal as well as an extended writing response to the essential question: "How is our local watershed important to our environment?"

Throughout the school year, students will be expected to make inferences and connections between our science studies and their participation in the programs at Ashokan and our

	rail trail trips. During our yearly Earth Day activities organized by Matt Savatgy, students in 5th grade participate in sessions run by various watershed organizations. These activities reiterate and educate the students about the sources and waterways of our watershed as well as environmental responsibilities needed to maintain a healthy watershed area as young stewards of the watershed. Students will benefit from learning in this indoor and outdoor classroom from direct exposure to their local environment. These lessons compliment our science curriculum goals of geography and land forms, biospheres, living organisms and classifications, weather/climate, as well as animals/plants. Integrating these studies and experiences through participation in our school wide Earth Day celebration in June, along with further hands on environmental studies/stream watch with our District Scientist in Residence, Matt Savatgy, will continue to highlight our learning from the Ashokan Center. Students are enriched through cross curricular programs that incorporate these...
	... science studies into their reading units of study, writing program, history studies, art programming and so much more.
Documentation and Outreach (How will you share outcomes with a broader audience?)	Documentation of our experiences, learning and activities at the Ashokan Field Campus and along the Rail Trail will be done in the students' personal journals, writing pieces in ELA classes and lab work done in class and at the Stream Watch. Parents, students, administration/ educators and the community will have the

	opportunity to see this documentation on the school website. Videos, photos, and or work samples will be available for public view. New this year, students will have the opportunity to develop posters to be displayed within the school for younger students and visitors to see and learn from regarding the importance of our local watershed protection.
Please attach the provided BUDGET RECONCILIATION FORM found at the CWC WEBSITE	bennett_reconciliation_round_28.pdf (191 KB)
Please give a brief description of your PERSONNEL EXPENSES	NA
Please give a brief description of your EQUIPMENT SUPPLIES/EXPENSES	NA
Please give a brief description of your SERVICES EXPENSES	NA
Please give a brief description of your COMMUNICATION EXPENSES	NA
Please give a brief description of your TRAVEL EXPENSES*	NA
Please give a brief description of your SPECIAL OPTION EXPENSES (MAX 2 SPECIAL OPTIONS)**	When attending the Ashokan Center students will be engaged with instructors in programs such as Pond Ecology, Explore and Draw, Hike to Cathedral Gorge and Animal Tracks and Traces. These activities will allow for students to explore the watershed and its importance to us and the surrounding area with the knowledge of trained educators.
Last Update	2025-02-07 11:51:27
Start Time	2025-02-07 06:57:54
Finish Time	2025-02-07 11:51:27
IP	64.75.73.0

Browser	Chrome
Device	Desktop
Referrer	https://fs21.formsite.com/

CWC Watershed Education Grant
Program Application for
2025-2026 School Year
Round 28
BUDGET SHEET

Name of School/Organization:				
Project Title:				
	Proposed CWC Grant Funds	Funds from other sources	In Kind Contributions	Total project costs
PERSONNEL (Staff, consultants)				
School/organization staff				0
Consultants/outside presenters				0
Fringe benefits (max. 25% of Salary)				0
Sub-Total Personnel	0	0	0	0
EQUIPMENT/SUPPLIES (list)				
				0
				0
				0
				0
				0
				0
Sub-Total Equipment/Supplies	0	0	0	0
SERVICES (Technical, Artistic, Venue Rental)				
				0
				0
Sub-Total Services	0	0	0	0
COMMUNICATIONS				
Flyers/Mailings				0
Promotion/Advertising				0
Web/Social Media				0
Other (specify)				0
Sub-Total Communications	0	0	0	0
TRAVEL (estimated)*				
Mileage at $.67 per mile				0
Public Transportation				0
Bus/Van Rental				0
Sub-Total Travel	0	0	0	0
SPECIAL OPTION(S) MAX 2**				
Ashokan Center	8250			8250
				0
Sub-Total Special Option(s)	8250	0	0	8250
TOTAL PROJECT COST	8250	0	0	8250
CWC GRANT REQUEST (not to exceed $10,000)	8250			

*Consult applicant guidelines BEFORE submitting for travel funds
**Consult special option descriptions for pricing

ATTACH TO YOUR COMPLETED APPLICATION

Outlook

Re: Quote

From Angela Urbina-Medina <angela.urbina-medina@ashokancenter.org>
Date Fri 2/7/2025 11:12 AM
To Kristen Warren <kwarren@onteora.k12.ny.us>
Cc Ashokan Education <education@ashokancenter.org>

CAUTION: This email originated from outside of Onteora CSD. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Kristen,
I hope that you are doing well. Here is a general breakdown of what the costs would be for a trip for your group.
School groups having a day trip at the center, are charged for the number of hours they will be here and the number of educators that will work with their group. For a group of your size, we would need 5 educators @ $110 per hour for 5 hours. **$2750**. That would of course be for three days as you mentioned so **$8250**
If your students complete a craft at blacksmith or craft choice, you would also be charged a $12 per craft fee. I hope this helps. Please let me know if you have any other questions.
Best,
Angela

On Wed, Feb 5, 2025 at 8:27 AM Kristen Warren <kwarren@onteora.k12.ny.us> wrote:

> Hi Angela,
> Bennett is looking forward to our upcoming trip at the end of the month.
>
> If there is any way possible to get a quick quote for a three-day (non sleepover) trip for next year, I would appreciate it. We would have about 40 students, and we usually participate in 2 activities each day. Students would bring their own lunches.
>
> Thanks,
> Krissy Warren
> Bennett Elementary- Onteora CSD
>
> **From:** Caroline Bailey <caroline.bailey@ashokancenter.org>
> **Sent:** Friday, January 31, 2025 10:41 AM
> **To:** Kristen Warren <kwarren@onteora.k12.ny.us>
> **Cc:** Ashokan Education <education@ashokancenter.org>; Angela Urbina-Medina <angela.urbina-medina@ashokancenter.org>
> **Subject:** Re: Quote

CAUTION: This email originated from outside of Onteora CSD. Do not click links or open attachments unless you recognize the sender and know the content is safe.

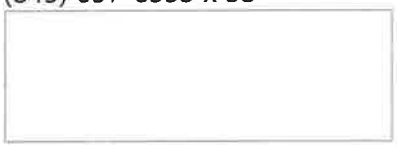
Good morning Krissy,

Thank you for reaching out. Angela Urbina-Medina will be able to help get you a quote for this. Thanks and we look forward to your visit!

Kind regards,

Caroline

Caroline Bailey
(she, her)
Community Engagement Coordinator
The Ashokan Center
www.ashokancenter.org
caroline.bailey@ashokancenter.org
(845) 657-8333 x 33



On Fri, Jan 31, 2025 at 10:23 AM Kristen Warren <kwarren@onteora.k12.ny.us> wrote:

> Hi Caroline,
> Could I get a quote for our trip for the 25-26 school year. We would have about 40 students and be looking for three- day trips with two activities each day. I need an estimate to submit with my CWC Watershed Grant form.
>
> Thank you,
> Krissy Warren
> Onteora Central schools- Bennett 5th grade

New York State Department of
TAXATION and FINANCE
OTPA Sales Tax Exempt Organizations Unit
Building 9 Room 154
W.A. Harriman Campus
Albany, NY 12227

July 11, 2007

Onteora Central School District
4166 Route 28
P O Box 300
Boiceville, NY 12412
Attn: Victoria McLaren

Dear Sir or Madam:

The Tax Law exempts New York State governmental entities such as your organization, Onteora Central School District, from the payment of New York State sales and use taxes on their purchases. In order to make tax exempt purchases, a New York State governmental entity must present vendors with the entity's official purchase order or other documentation (e.g., payment voucher, contract of sale, Form AC 946, *Tax Exemption Certificate*, Form ST-129, *Exemption Certificate - Tax on occupancy of hotel rooms*, etc.) which indicates that the purchaser is a New York State governmental entity.

Tax exemption numbers and Form ST-119.1, *Exempt Organization Exempt Purchase Certificate*, are not issued to New York State governmental entities. If a vendor requests a tax exemption number or Form ST-119.1, *Exempt Organization Exempt Purchase Certificate* from you, the Onteora Central School District may give the vendor a copy of this letter. This will assure the vendor that a governmental purchase order, or other evidence that the Onteora Central School District is the purchaser, is the only documentation the vendor needs in order to not collect sales tax.

New York State Department of Taxation and Finance
OTPA-Technical Services Bureau
Sales Tax - Exempt Organizations Unit
Building 9, Room 154
W.A. Harriman Campus
Albany, NY 12227
(518) 457-2782

TAX EXEMPT #14-800,820

ATTACHMENT B

AUTHORIZING RESOLUTION/ CORRESPONDENCE

SAMPLE AUTHORIZING RESOLUTION

Please place a resolution with this wording on school or organization letterhead after it is adopted by school board, administrative supervisor or organizational board of directors. Sign and date as noted, and return the resolution with the remainder of this contract (it is Attachment B).

Authorizing Resolution

RESOLVED:

That _____, as _____ of
Name of Authorized Representative *Position/Title*

_____, is hereby authorized and directed to sign a
School or Organization

contract with the Catskill Watershed Corporation for an education grant in the amount of $_____ for a project titled _____ and to ensure that activities and programs funded by said grant are carried out in accordance with grant requirements.

Date adopted by Board:

Certification/signature of clerk/secretary:

ATTACHMENT C
CWC VOUCHER

Catskill Watershed Corporation
669 County Highway 38, Suite 1
Arkville, New York 12406

PAYMENT VOUCHER

Date:	Program Public ...cation
Payment Due Date:	Co... */Loan information
Vendor Information: Onteora Central School District PO Box 300 Boiceville NY 12412	Numbe...
	Am... .00

Invoice Date	Invoice Number	Description	Invoice Amount
		Education Grant, Round 28	$8,250.00
		Bennett Elementary / Ontera CSD	
$		**Total:**	$ 8,250.00

I declare and affirm under the penalties of perjury that this claim is in all things, true and correct. I further agree to comply with the provisions of the Civil Rights Act of 1964 and regulations issued thereunder relating to nondiscrimination in federally assisted programs. (To be signed by external vendor when applicable)

SIGN HERE

Claimant Signature Date

For Office Use Only

General Ledger Coding	Dollar Amount
56-05-8610-00000	$8,250.00
- - - -	$
- - - -	$
- - - -	$
- - - -	$
- - - -	$
- - - -	$
- - - -	$
- - - -	$
Total:	$ 8,250.00

Disallowed Cost(s)/Comments:

Review and Approval

* Originator Signature Date

Finance Director Signature Date

Executive Director Signature Date

Officer Signature Date

* Upon signature, the originator has verified the payment(s) comply with all program conditions, requirements, budgets, etc.

ATTACHMENT D

FINAL REPORT

Catskill Watershed Corporation (CWC)
Watershed Education Grant Budget Reconciliation for ROUND 28

READ INSTRUCTIONS FIRST!

Recipient's Name and Address	**Preparer's Email**
	Phone

	Sources of Project Support		
1	CWC Grant	1	
2	Other grants and cash donations	2	
3	In-kind contributions	3	
4	***Total Project Support (ADD lines 1,2,3)***	4	0

	Expenditure Categories		Paid with CWC Grant	Covered by In-kind Contributions	Paid with other Grants and Donations
Personnel					
5	School or organization's staff	5			
6	Outside presenters or consultants	6			
7	Equipment/Supplies	7			
8	Services	8			
9	Communications	9			
10	Travel	10			
11	Grant Administration	11			
12	Miscellaneous expenses	12			
13	***Project Expenses (ADD lines 5 through 12)***	13	0	0	0
			14. Total Project Expenses: Combined Line 13 totals		0
			15. Balance Remaining (SUBTRACT Line 13 from line 4); to be returned to CWC		0

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete.

Authorized signature	Type or print name and title	Date

CWC Watershed Education Grant Budget Reconciliation

INSTRUCTIONS

LINE

1 Grant funds received from CWC

2 Attach a separate list itemizing all other grants received for the project

3 Labor and/or services either donated by volunteers or paid for out of recipient school or organization's own funds

4 Total of all project funding

5 Wages and fringe benefits (not exceeding 25% of salary) paid to school/organization staff. List personnel, rate of pay and time spent on project.

6 Professional consultants and presenters, including Special Options, paid under the project (i.e. web designers, performers, program providers)

7 Equipment purchases, including Special Options (ie: watershed model, camera, trout tank). Attach list of equipment and purchase documentation

8 Supplies integral to the project (ie: nets, waders, water testing kits, journals, art supplies)

9 Services paid under the project, including Special Options (venue fees, printing, video production, lodging for presenters, fees for environmental study visits)

10 Travel expenses incurred under the project (subway fare, bus rental, mileage at IRS rate: .58/mi 2024). List person traveling; date; destination; mileage

11 Grant administration, includes project coordination and final report preparation. Must not exceed 15% of total project cost. Provide name of administrator and hours spent on this work.

12 Itemize expenses that do not fall under above categories. CWC grant funds cannot be used to pay for food.

13 Total expenses paid with CWC grant funds, other grants/donations and in-kind contributions

14 Grand total of all project expenses (combined line 13)

15 **Balance of funds remaining under this project, if any (to be returned to CWC)**

REQUIRED DOCUMENTATION

Supporting documentation must accompany the reconciliation. Documentation consists of **invoices, vouchers or agreement letters** showing materials or services ordered; (Purchase Orders (POs) are not valid documentation); PLUS **copies of canceled checks, money orders, cash receipts and/or credit card statements** showing that materials, services, etc. were actually received and paid for.

Organize documentation by expense category (ie: clip all equipment receipts together; all supply receipts together, etc.) and submit with Final Report narrative and Budget Reconciliation Form.

ATTACHMENT E

INSURANCE

(X) Automobile Liability: CA 00 01 (ed. 6/92) or equivalent
Combined Single Limit - Bodily Injury and Property Damage

$1,000,000 each occurrence

The following coverage must be provided:
(X) Comprehensive Form (X) Owned (X) Hired (X) Non-Owned

(See Section 1.01.4.)

The following must **both** be named as additional insureds separately:

1. "Catskill Watershed Corp."
   669 County Highway 38, Suite 1
   Arkville, NY 12406

2. "City of New York together with its officials and employees"
   669 County Highway 38, Suite 2
   Arkville, NY 12406

Contract #: 2025-00000409

SOFTWARE ACCESS AGREEMENT

This Software Access Agreement (the "Agreement") is made this _____ day of _____, 202___, by and between the **COUNTY OF ULSTER**, a municipal corporation and county of the State of New York with principal offices at 244 Fair Street, Kingston, New York 12401 (the "County") and **ONTEORA CENTRAL SCHOOL DISTRICT**, a municipal corporation of the State of New York with principal offices at 4166 Route 28, Boiceville, NY 12412 (the "School District"), each a "Party" together the "Parties".

RECITALS

WHEREAS, the County purchased licenses for the Systems East, Inc. Total Collection Solution ("TCS") software for use by the County to collect and enforce property taxes; and

WHEREAS, Systems East, Inc. has provided the County a discounted bulk purchase price for the TCS software licenses and hosting/maintenance for use by the various municipalities in Ulster County; and

WHEREAS, the School District desires to have a license and hosting/maintenance for the TCS software for the collection and enforcement of property taxes; and

WHEREAS, in the spirit of municipal cooperation, the County desires to provide the School District with a software license and one (1) year hosting/maintenance for the TCS software.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the Parties hereby agree as follows.

AGREEMENT

1. **PURCHASE OF SOFTWARE LICENSE AND ONE (1) YEAR OF HOSTING/MAINTENANCE**

   The County hereby agrees to purchase on behalf of the School District for its non-exclusive use a TCS software license and one (1) year of hosting/maintenance, commencing on such date that the School District first creates its account for use of the license.

   a. No duty or responsibility is imposed upon or obligation assumed by the County to service, support or in any respect modify the TCS software to meet any specifications designed by the School District. The County does not warrant that the functions contained in the TCS software will meet the requirements of the School District or that the operation of the TCS software will be uninterrupted or error-free.

2. **SCHOOL DISTRICT RESPONSIBILITY**

   The School District shall be responsible for directly contacting Systems East, Inc. using the information provided by the County after execution of this Agreement to obtain a user name and password and any necessary installation.

   The School District shall be responsible for contracting directly with Systems East, Inc. to pay TCS Software hosting/maintenance for any subsequent year.

3. **NO WARRANTY BY COUNTY**

Except as provided above, the Software is provided "as is" without warranty of any kind, either expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. The entire risk as to the quality and performance of the Software is with the School District. Should the TCS software prove defective, the School District assumes the entire cost of all necessary servicing, repair or correction.

4. **HOLD HARMLESS**

The School District agrees to defend, indemnify and hold harmless the County, including its officials, employees and agents, against all claims, losses, damages, liabilities, costs or expenses (including without limitation, reasonable attorney's fees and costs of litigation and/or settlement), whether incurred as a result of a claim by a third party or any other person or entity, arising out of the use of the TCS software pursuant to this Agreement, which the County may suffer by reason of any negligence, fault, act, or omission of the School District, its officials, employees and agents.

5. **GOVERNING LAW**

This Agreement is governed by the laws of the State of New York.

6. **ENTIRE AGREEMENT**

The terms and conditions stated above are the complete and exclusive statement of the agreement between County and the School District which supersedes any proposal or prior agreement, oral or written, and any other communications between the Parties relating to the subject matter of this Agreement.

7. **MODIFICATION**

No changes, amendments, or modifications of any of the terms and/or conditions of this Agreement shall be valid unless reduced to writing and signed by the Parties to this Agreement. Unless otherwise specifically provided for therein, the provisions of this Agreement will apply with full force and effect to the terms and conditions contained in such Addendum, Amendment, or Change Order.

8. **COUNTERPARTS**

The Parties may execute this Agreement in counterparts, each of which shall be deemed an original, and all of which taken together constitute one and the same instrument. Delivery of an executed counterpart of this Agreement by facsimile, email in portable document format (.pdf), or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document has the same effect as delivery of an executed original of this Agreement.

*******SIGNATURE PAGE FOLLOWS*******

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to enter into this Agreement as of the dates set forth above.

ONTEORA CENTRAL SCHOOL DISTRICT

By: Monica LaClair Date: 7/28/2025
Name: Monica LaClair
Title: Assistant Superintendent for Business

COUNTY OF ULSTER

By: _____ Date: _____
Name: Peter Criswell
Title: Chair, Ulster County Legislature

RONDOUT Valley CENTRAL SCHOOL DISTRICT

STUDENT SUPPORT SERVICES
PO BOX 9 • ACCORD, NY 12404 • (845) 687-2400

Meg Braren, Assistant Superintendent of Student Support Services

Kyle Wright, Special Education Coordinator K-5, CPSE

Danielle Kennedy, Special Education Coordinator 6-12, Private Schools

NONRESIDENT SPECIAL EDUCATION ENROLLMENT AGREEMENT

AGREEMENT made and entered into on the 15 day of July, 2025 by and between the Board of Education of the Onteora Central School District (hereinafter called the "Sending School District"), having its District office at 4166 State Route 28, Boiceville, New York 12412 and the Rondout Valley Central School District (hereinafter called the "Receiving School District") having its District office located at 122 Kyserike Road, Accord, New York 12404.

WITNESSETH:

WHEREAS, the Sending School District has need of an appropriate placement for students [redacted]

WHEREAS, the Sending School District has determined that the Receiving School District has a program which is appropriate for the Student.

WHEREAS the Receiving School District is willing to accept the Students in its program, subject to the provisions of the Agreement.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants herein contained, **IT IS AGREED** as follows:

The Receiving School District agrees to offer the Student a special education placement, including instruction and related services provided in accordance with the Student's IEP for the 2025-2026 school year.

- The Sending School District agrees to pay tuition on behalf of the Students to the Receiving School District at the final special education Non-Resident Tuition rate (NRT) for the Receiving School District for the 2025-2026 school year, as published by the New York State Education Department. The parties acknowledge that the Final 2025-2026 NRT rate may not be published by the State Education Department until in or around December 2026, and that the Sending School District will pay the current estimated NRT, as published by the State Education Department, subject to periodic adjustments, if any, and final adjustment when the final rate is published.

- Pending publication of Receiving School District's Final 2025-2026 NRT rate, the Sending School District agrees to pay an annual tuition on behalf of the students to the Receiving School District in the amount of Fifty Eight Thousand, Two Hundred and Eleven Dollars ($58,211), the current NRT, as published by the State Education Department on the basis of costs reported for the 2024-2025 School Year. The Sending School District will pay this amount, or an adjusted NRT amount base on final costs for the 2025-2026 school year, upon receipt of

final invoice which will include reports of Students'attendance for the prior three-month period. In the event that the student discontinues enrollment for any reason prior to the end of the school year, tuition will be prorated in accordance with § 175.6 (b) (5) of the Regulations of the Commissioner of Education. The Sending School District shall pay the Receiving School District within thirty (30) days of receipt of each invoice by Sending School District.

- The Receiving School District agrees to report to the Sending School District on the progress of the Students on a regular basis provided, however, that the Sending School District can request written reports no more often than quarterly during the school year and provided, further, that the Receiving School District shall send to the Sending School District a final written report no later than May 1st of the school year.

- The services under this Agreement shall be performed only by qualified professionals acting within the scope of their applicable license or certification and the laws and regulations of New York State. Proof of licensure or certification for each individual provider shall be provided to the Sending School District upon request. The services provided by the Receiving School District pursuant to this Agreement shall at all times comply with all federal and state statutes and regulations governing the provision of such services. Receiving School District shall comply with prevailing standards of care in the community with respect to the provision of services to the Students.

- The Receiving School District warrants and agrees that members of its staff who have contact with the Students shall have the appropriate fingerprinting and background checks in accordance with Part 87 of the Commissioner's Regulations and shall provide Sending School District with proof of same upon request.

- The Sending District shall obtain whatever releases, prescriptions, authorizations or any other documents that are necessary for the Receiving School District to provide the services set forth in the student's IEP.

- The Receiving School District agrees to permit a representative or representatives of the Sending School District to visit the program in which the Students are enrolled given appropriate notice.

- Nothing contained herein shall serve to transfer responsibilities for the Students to the Receiving School District except for the provision of the particular service contracted for herein.

- The Receiving School District agrees to ensure the availability, either in person or by telephone, of a representative teacher or related service provider at any Committee on Special Education meeting conducted for the students during the 2025-2026 school year. The Receiving District further agrees to notify the Sending School District if, in the opinion of its educational professionals, review of the IEP is necessary during the school year and to provide progress reports and information about classroom performance prior to any scheduled review. If the IEP is modified during the School Year, the Receiving District agrees to modify services to comply with the revised IEP using its own special

education providers without adjustment to the published NRT rate. If the IEP is adjusted to include after-school services, services provided at a different site, or services provided by a licensed professional who is not an employee of the Receiving School District, the Receiving School District will cooperate in facilitating the Student's access to such services, but any such services will not be included in the NRT rate and will be at the expense of the Sending School District.

- It is understood and agreed that this Agreement is for the school year of 2025-2026 only, and that at the end of such school year the Receiving School District may notify the Sending School District that it can no longer provide an appropriate placement for the Student, whereupon the Receiving School District shall have no further obligation pursuant to this Agreement to provide a placement or services, except as ordered by an Impartial Hearing Officer, State Review Officer or State or Federal Court exercising jurisdiction pursuant to the Individuals with Disabilities Education Act.

- Nothing herein shall be construed from preventing either party from taking action consistent with all Federal and State statutes and regulations as it may deem necessary, reasonable or appropriate in the case of a Student whose continued presence in the educational program would constitute a danger to others, to himself, or to property, sufficiently serious to warrant immediate protective action.

- The Receiving School District will not unreasonably refuse to make available an appropriate staff member who provides services to the students for telephonic consultations requested by the Sending School District in order to assist the Sending District in providing appropriate recommendations and placements for the student's IEP.

- This Agreement shall be construed at all times in accordance with and governed by the laws of the State of New York without reference to conflict of law rules. Any such claims or causes arising out of or in connection with the Agreement shall be commenced in Supreme Court of the State of New York, Ulster County.

- This Agreement is subject to the approval of the Boards of Education of both the Sending and Receiving school districts.

- This Agreement constitutes the entire understanding and agreement between the parties and any and all prior agreements, understandings and representations are merged herein and are of no further force and effect.

- Nothing contained herein, however, shall serve to transfer responsibilities for the child from the Sending School District to the Receiving School District, except for the provision of the particular special education services contracted for herein.
- It is understood and agreed that transportation to and from school is the Sending School District's responsibility. Furthermore, any participation in athletics or extracurricular activities by the Students shall be the responsibility of the Sending School District.

- **The Receiving School District shall not be deemed the Students' "pendency placement" under the IDEA as a result of its agreement to provide the special education services herein.**

IN WITNESS WHEREOF, the Board of Education of the Sending School District and the Board of Education of the Receiving School District have caused this Agreement to be signed by each of its respective duly authorized agents on the day and year first above written.

BOARD OF EDUCATION, ONTEORA CENTRAL SCHOOL DISTRICT

By _____

BOARD OF EDUCATION, RONDOUT VALLEY CENTRAL SCHOOL DISTRICT

By _____