Board Meeting - Aug 18 2026 Minutes

Tuesday, August 18, 2026 at 6:00 PM

MS/HS Auditorium

Page

1. Meeting Opening

1.01 Call to Order 6:00 pm

Ms. Caroline Jerome, BOE member will be attending the meeting remotely. She will be at the following address : 65050 McCarry Lake Road, Iron River WI

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: Aubrey O'Neal, Roy Smith, Jenny Jared, Caroline Jerome, Rick Knutsen

Not Present: Faedra Dagirmanjian, Cindy Bishop

2. Capital Project Update

2.01 CJ Goodwin from Schoolhouse Construction and Marissa Colucci from Clark Patterson Lee will provide a capital project update (duration 40 mins) 11

2026-08-18_BOE Update.pdf

Onteora CSD - 2025 CIP_CPL BOE Presentation.pdf

3. Town of Shandaken Update on the Former Phoenicia Elementary School

3.01 Barbara Mansfield, Town of Shandaken Supervisor, and Elizabeth Kneissl, Town Council Member, will provide an update regarding the Town's progress and future plans for the former Phoenicia Elementary School.

The Town is continuing to explore the potential use of the building for affordable housing and community purposes. The project remains in the feasibility planning stage, with the Town working with RUPCO. Potential uses discussed included senior housing, community space, and the possibility of adding another building to provide workforce housing. The use of modular construction was also discussed.

An update was also provided regarding the Comprehensive Master Plan process. Eight

meetings have been held, with more than 300 community members participating in person. In addition, to individuals providing input online. It was noted that there is significant community interest in and support for utilizing the former school building as part of the Town's future plans.

The possibility of placing a proposition on the May 2027 annual ballot for the Town of Shandaken to take ownership of the former school building was also discussed.

Superintendent McLaren noted that Woodland Playhouse, a UPK partner, currently rents space in the building and asked that the town be mindful of this arrangement when communicating potential plans for the building.

4. Proposed Executive Session

4.01 Enter Executive Session

Motion to enter into executive session to discuss ONTEA negotiations (30 mins)

Moved by: Jenny Jared; seconded by: Rory Smith

Motion Carries

4.02 Exit Executive Session

Motion to exit executive session and return to public session

Moved by: Jenny Jared; seconded by: Aubrey O'Neal

Yea: Jenny Jared, Rory Smith, Caroline Jerome, Aubrey O'Neal, and Eric Knutsen

Not Present at Vote: Cindy Bishop and Faedra Dagirmanjian

Motion Carries 5-0

5. Acceptance of Minutes

5.01 Acceptance of Minutes 43

Board Meeting - Jul 07 2026 - Minutes - Html

Special Meeting in Central Administration - Jul 28 2026 - Minutes - Html

The Board of Education hereby accepts the minutes of the July 7, 2026 and July 28, 2026 meetings

Moved by: Rory Smith; seconded by: Jenny Jared

6. Superintendent District News

6.01 The Superintendent will report District News

YMCA Before and After Care Program Leadership

Last week we were informed that there has been a change in the leadership of the Childcare program at the YMCA. The new Regional Director of Childcare is Joanne Donohue. Ms. Donohue brings more than 16 years of progressive leadership experience in school-age childcare, youth development, and multi-site program administration. Throughout her career, she has advanced through roles including Assistant Site Coordinator, Site Coordinator, Assistant Director, and Director, demonstrating a strong commitment to providing high-quality programming while building supportive

environments for children, families, and staff.

The YMCA licensing process is underway and will continue under the leadership of Ms. Donohue. She is in communication with our elementary Principals in order to continue to make progress in the process of creating this program in Onteora.

Summer Capital Work

As you have heard from CJ Goodwin, we have had several projects this summer, but the one I'm most excited about is the Middle School gymnasium floor. We were all incredibly disappointed to not be able to complete the Middle School gymnasium renovation last summer, and we wanted to ensure that our students and our community knew that we were committed to seeing this project to its full conclusion and that we weren't going to let the old floor remain.

Vacant Positions

We have several employees who will be out on leave in September, and we are having a difficult time finding leave replacements. We posted and interviewed three separate positions in hopes of appointing candidates to those positions tonight, and although we found three finalists and offered them the positions, they all three eventually declined. We will be continuing to work to fill these roles and may need to ask for a brief Board meeting to appoint before the start of school if we can find individuals willing to take the jobs. Of the three, I believe that one was offered a full-time position elsewhere, one didn't want to leave their current position for a temporary position, and one would have had to reimburse their current employer for professional development, which ended up being cost-prohibitive for them.

School Year

We are looking forward to the start of the school year! We will have two Superintendent Conference Days before Labor Day, on September 3rd and 4th. Students will return to school on Tuesday, September 8th.

During our welcome on September 3rd, I will incorporate information about the Student Support Resolution that the Board approved in June. There will be a summary and a review of the action items that are included in the resolution. We will also include information related to the resolution in the required annual employee and new employee training.

In addition, I have created a packet of information in my office, ready for families who may request it, as per the resolution. It is also in a shared folder with my secretary so that it can be provided even in my absence.

7. Board District News

7.01 The Board will report District News

Trustee Rick Knutsen attended the Woodstock Appreciation Event along with Trustee

Smith and former Trustee Goodrich. It was a wonderful community event and a great opportunity to celebrate the Town of Woodstock and the people who make it such a special community.

Woodstock is unique in that it sets aside a day specifically to recognize and appreciate its community. Local restaurants generously provided food, and there were also numerous raffle prizes. It was a wonderful afternoon of community, connection, and appreciation.

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

No one spoke

10. Discussion and Possible Action

10.01 NYSSBA Liaison

The Board of Education hereby approves Jenny Jared to be the Board of Education liaison for NYSSBA

Moved by: Rory Smith; seconded by: Aubrey O'Neal

10.02 NYSSBA Voting Delegate

The Board of Education hereby approves Rory Smith as primary and Jenny Jared as secondary to be the Board of Education Voting Delegate for the NYSSBA Annual Business Meeting (Virtual) held on October 15, 2026

Moved by: Jenny Jared; seconded by: Rory Smith

11. **Break**

11.01 The Board will take a 5 minute break if needed

12. Consent Agenda

12.01 Approve Consent Agenda

The Board hereby approves item numbers 12.02 - 12.10

Moved by: Jenny Jared; seconded by: Aubrey O'Neal

12.02 Approve District Wide Safety Plan

The Board of Education hereby approves the District Wide Safety Plan for the 2026-2027 School Year

Onteora CSD_ District-wide Safety Plan 2026-27.pdf

12.03 Approve Change Order

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the attached Change Order.

Change Order Spreadsheet - Google Sheets.pdf

CO-GC-01 - Abatement_CPL _SCS_TBI (002).pdf

12.04 Personnel Agenda

The Board of Education hereby approves the personnel agenda as attached

08.18.26 personnel agenda.pdf

12.05 Budget Transfer

The Superintendent recommends the transfer of $365,422.00 to adjust for changes in grant expenditures from budget to actual.

Amount	From Budget Code	To Budget Code
$100,000.00	A227015003PPS	A227015002PPS
$34,189.00	A227015003PPS	A227015007PPS
$31,366.00	A211012003A	A227015007PPS
$34,445.00	A206016000	A227015007PPS
$30,101.00	A206016000	A225015002
$33,820.00	A225016003	A225015002
$20,501.00	A551016200	A225015002
$10,636.00	A551016200	A201044910
$13,409.00	A225015003	A201044910
$56,955.00	A225015007	A201044910

12.06 Closing of BOOKSTORE as an Extra-Classroom Activities Account

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the closing of the BOOKSTORE as an Extra-Classroom Activities Account. The club will discontinue as of July 1, 2026.

12.07 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 $50,626,535 for the 2026-2027 school year.

12.08 Warrants

The Board of Education has reviewed and hereby accepts Warrant Schedule 14

12.09 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 list of items from the Bennett and Woodstock Elementary Schools as surplus and authorizes the sale or disposal of such items.

Bennett Surplus.pdf

Surplus Memo - Woodstock.pdf

12.10 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, #08/26, Confidential, as reviewed by Trustee Jerome

13. Contracts and Independent Contractor Retainers

13.01 Approve all Contracts and Independent Contractor Retainers

The Board hereby approves item numbers 13.02 - 13.13

Moved by: Jenny Jared; seconded by: Rory Smith

13.02 Approve 2026 -2027 RIC ONE ROC

WHEREAS, four (4) BOCES (Onondaga-Cortland-Madison BOCES, Albany-Schoharie Schenectady-Saratoga BOCES, Madison-Oneida BOCES and Broome-Tioga BOCES) have collaborated and entered into an Article 5 General Municipal Law intermunicipal arrangement for the purpose of improving vendor management and data security and privacy practices for school districts and/or BOCES statewide known as the RIC ONE Risk Operations Center (the "ROC");
WHEREAS, the Board of Education of the Onteora Central School District, through its affiliation with a locally based Regional Information Center, participates with the ROC and desires, for the 2026-2027 fiscal year, to authorize the ROC and its attorneys to negotiate Data Privacy Agreements and related exhibits (DPAs) with vendors and third-party contractors that include the requirements of, and compliance with, New York State Education Law Section 2-d and Part 121 Regulations (collectively, "Ed Law 2d") related to student personally identifiable information (PII) and certain Teacher and Principal APPR data;"
WHEREAS, the ROC also partners with NYSED, the Access4Learning Student Data Privacy Consortium (SDPC) and The Education Cooperative (TEC), to negotiate and approve Ed Law 2-d compliant DPAs;
WHEREAS, the DPAs are presented to school districts and/or BOCES for final execution and do not require the expenditure of funds beyond those budgeted;
BE IT RESOLVED, the Onteora Board of Education authorizes the use of DPAs negotiated by the RIC ROC and its attorneys, consistent with its needs and the needs of its students; and
BE IT FURTHER RESOLVED, that the Onteora Central School District reserves to itself the right to make determinations regarding the use of such DPAs and the software and/or technology resources to which they relate and to consult with its own legal counsel to review any specific issues or concerns before executing any DPA.

2026-2027 MHRIC Authorization Request Letter.pdf

13.03 Approve Contract with County of Ulster for School Resource Officer

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the contract between Onteora Central School District and the County of Ulster, effective for the 2026 - 2027 school year for School Resource Services in the amount of $280,720.41 and authorizes the Superintendent to sign such an agreement.

SRO (2026-2027) Contract.pdf

13.04 Approve Arrow Security 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 addendum for Security Guard Services effective July 1, 2026 through June 30, 2027 at a regular per hour billing rate of $36.00 and an overtime, holiday rate of $54.00 with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

Onteora Central SD - SOW Addendum (07.10.2026).pdf

Arrow Security Onteora Central School District Proposal.pdf

13.05 Approve Nursing Service 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 Nursing Service Agreement between the Onteora Central School District and J&D Ultracare Corp. effective July 22, 2026 through June 30, 2027 at rates of $75.00 per hour for Registered Nurse (RN) services and $70.00 per hour for Licensed Practical Nurse (LPN) with services with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

Onteora CSD Contract 26-27 - Nursing Service Agreement.pdf

13.06 Psychiatric Evaluator- R. Hahn

BE 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 Richard Hahn, MD retained as Psychiatric Evaluator effective August 19, 2026 to June 30, 2027 at a rate of $1,500.00 per evaluation to a maximum rate of $6,000.00 with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

R. Hahn Psychiatric Eval.pdf

13.07 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 19, 2026 to June 30, 2027 at a rate not to exceed $28,125.00, with no fringe benefits or deductions and authorizes the

Superintendent to sign such an agreement.

26-27 MOU Morningside Center for Teaching Social Responsibility - For BOE Approval 8.18.26.pdf

13.08 Liberty Resources Psychology, Physical, Occupational and Speech Therapy, PLLC

BE IT HEREBY RESOLVED that the Board of Education approves the Agreement between the Onteora Central School District and Liberty Resources Psychology, Physical, Occupational and Speech Therapy, PLLC for consultant teacher and related services effective July 1, 2026 through June 30, 2027, as attached and authorizes the Superintendent to execute the agreement on behalf of the District.

Onteora 26-27 effective 7-1-26.pdf

13.09 Teachers College, Advancing Literacy

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 Teachers College Advancing Literacy retained as Professional Development Trainer, effective September 1, 2026 through June 30, 2027 at a rate not to exceed $35,000.00 and authorizes the Superintendent to sign such an agreement.

Advancing Literacy.pdf

13.10 Approve Updated Ambulance Contract

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

26-27 Olive First Aid Unit, Inc. - for 8.18.26 BOE Approval - UPDATED from 6.2.26 BOE Approval.pdf

13.11 First Steps Early Education Center

BE 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 First Steps Early Education Center retained as UPK Provider effective September 1, 2026 to June 30, 2027 at a rate of $10,000.00 per student per month to a maximum rate of $300.000.00 with no fridge benefits or deductions and authorizes the Superintendent to sign such an agreement.

FIrst Steps Early Education Center 26-27.pdf

13.12 Woodland Playhouse

BE 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 Woodland Playhouse retained as UPK Provider effective September 1, 2026 to June 30, 2027 at a rate of $10,000.00 per student per month to a maximum rate of $200.000.00 with no fridge benefits or deductions and authorizes the Superintendent to sign such an agreement.

Woodland Playhouse 26-27.pdf

13.13 M. Savatgy- Bennett Environmental Scientist

BE 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 Matthew Savatgy retained Bennett Environmental Scientist in Residence effective September 21, 2026 to May 28, 2027 at a fee of $3,180.00 per residency with no fridge benefits or deductions and authorizes the Superintendent to sign such an agreement.

M. Savatgy- Bennett.pdf

14. Policies

14.01 First Reading and Adoption of Board Policy 5678 Artificial Intelligence

BE IT RESOLVED, that the Board of Education hereby waives the second reading of Board Policy 5678 Artificial Intelligence and, following its first reading at this meeting, adopts the policy effective immediately.

Moved by: Jenny Jared; seconded by: Rory Smith

8636-ARTIFICIALINTELLIGENCE.pdf

14.02 First Reading and Adoption of Board Policy 1512 Public be Heard: Board Meetings 289

1512 Public be Heard: Board Meetings

BE IT RESOLVED, that the Board of Education hereby waives the second reading of Board Policy 1512 Public be Heard: Board Meetings and, following its first reading at this meeting, adopts the policy effective immediately.

Moved by: Jenny Jared; seconded by: Aubrey O'Neal

15. Unfinished Business

15.01 The Board will discuss Unfinished Business

Educational Technology Brief Discussion 291

- Why You Should Be a Techno-Skeptic - by Jon Haidt
- The EdTech Revolution Has Failed - by Jared Cooney Horvath
- LAUSD Resolution Screens.pdf

16. New Business

16.01 The Board will discuss New Business

Trustee Smith shared information about Olive Day, which will be held on September 12th. This is a great community event, and members of the Board and community are encouraged to participate. Onteora Central School District will also have a tent at the event. A sign-up sheet will be shared for those interested in volunteering.

17. Request for Information

17.01 Board Members will Request Information of the Superintendent

Nothing requested

18. Adjournment

18.01 Adjourn the Meeting. Next meeting is September 15, 2026 at the Middle/High School.

The meeting is adjourned at 8:09 pm .

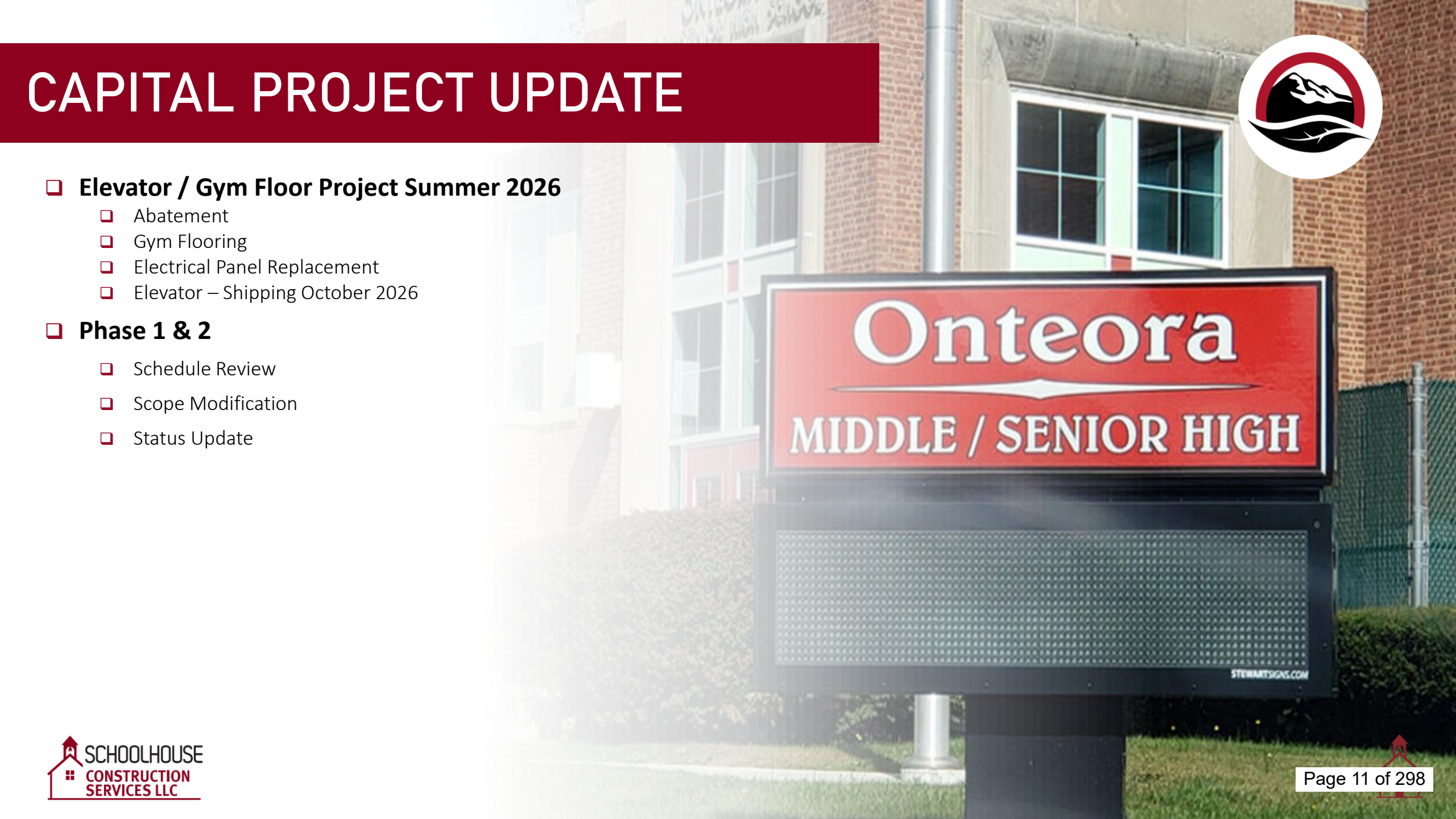
Moved by: Jenny Jared; seconded by: Aubrey O'Neal

Amanda Gates

District Clerk

CAPITAL PROJECT UPDATE

- **Elevator / Gym Floor Project Summer 2026**
  - Abatement
  - Gym Flooring
  - Electrical Panel Replacement
  - Elevator – Shipping October 2026
- **Phase 1 & 2**
  - Schedule Review
  - Scope Modification
  - Status Update

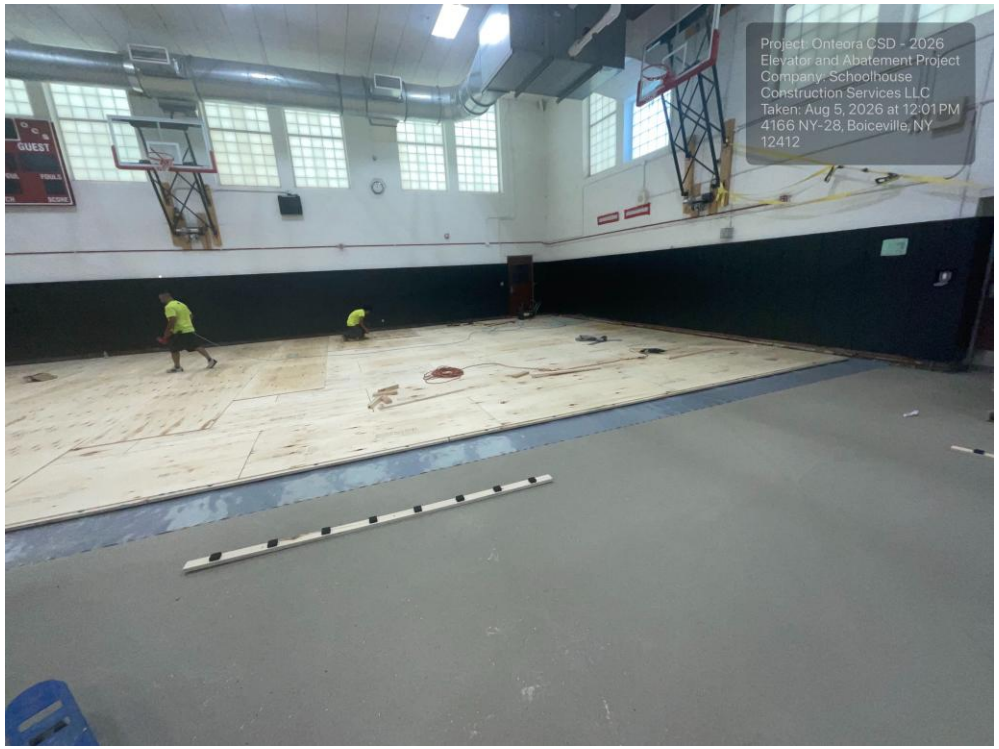


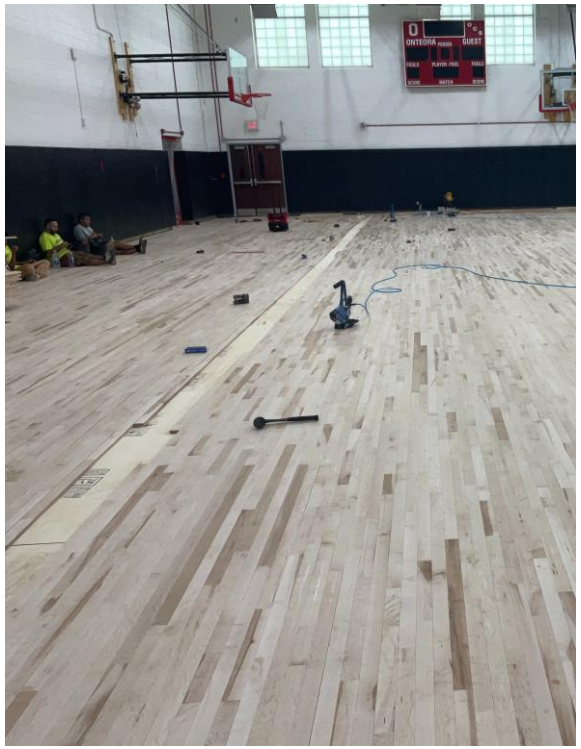
SCHOOLHOUSE CONSTRUCTION SERVICES LLC

CAPITAL PROJECT UPDATE

- **Elevator / Gym Floor Project Summer 2026**
  - Gym floor replacement, expected to be complete by 8/28.
  - All old flooring has been removed, floor leveled, sub-floor installed and new gym flooring is being installed.



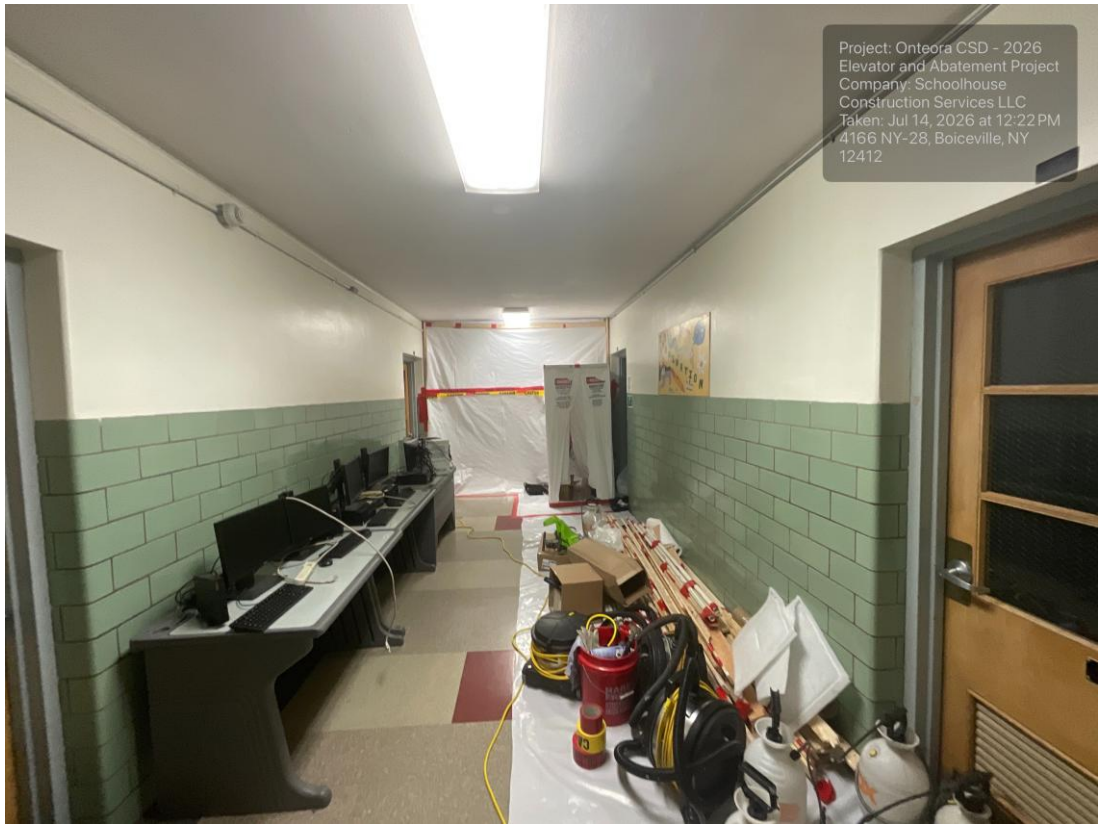




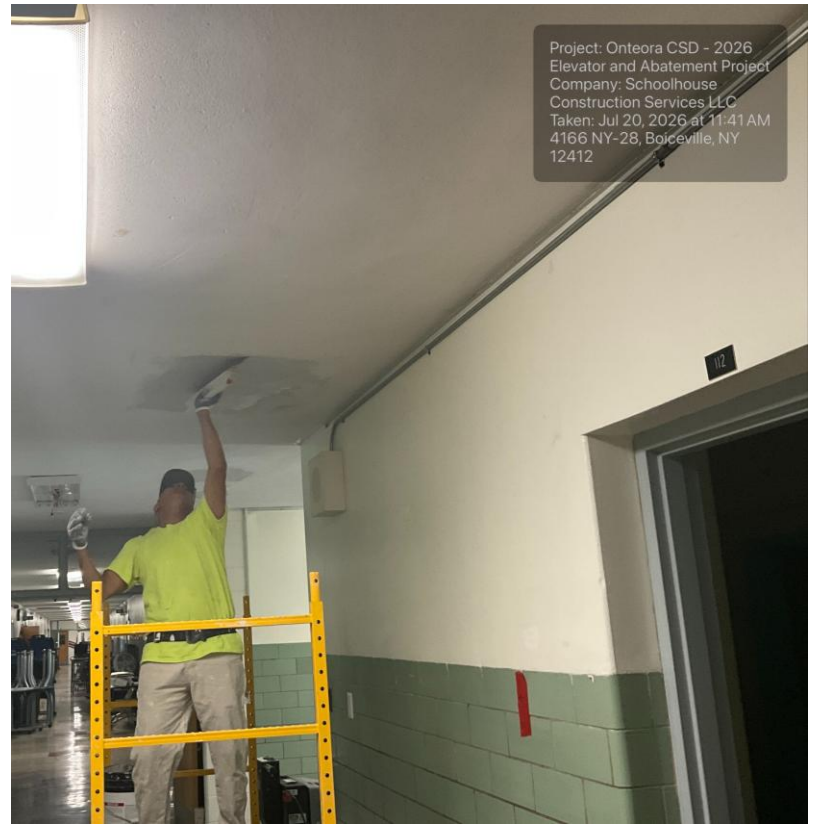
SCHOOLHOUSE CONSTRUCTION SERVICES LLC

CAPITAL PROJECT UPDATE

- **Elevator / Gym Floor Project Summer 2026**
  - Ceiling abatement and refinishing is complete







SCHOOLHOUSE CONSTRUCTION SERVICES LLC

CAPITAL PROJECT UPDATE

- **Elevator / Gym Floor Project Summer 2026**
  - Electrical panel replacement is complete.





SCHOOLHOUSE CONSTRUCTION SERVICES LLC

CAPITAL PROJECT UPDATE

❑ Phase 1 & 2 – Schedule Status

SCHOOLHOUSE CONSTRUCTION SERVICES LLC

Onteora Central School

Centralization Project - Draft Milestone Schedule – 8/18/2026

Phase	Timeline	Budget
Phase 1 – Design Schedule		
Kick Off	January 2026	**Phase 1 – Project Budget $27,699,632.00**
Design Development Submission	April 2026	
SED Submission	September 2026	
SED Review Time	(2 Months)	
Project Bid Period	December 2026	
Project Award Period	February 2027	
Construction Period (2 Summers)	February 2027 - September 2028	
Closeout	December 2028	
Phase 2 – Design Schedule		
Design Development Submission	December 2026	**Phase 2 – Project Budget $13,987,625.00**
SED Submission	April 2027	
SED Review Time	(2 Months)	
Project Bid Period	September 2027	
Project Award Period	October 2027	
Construction Period (2 Summers)	October 2027 - September 2029	
Closeout	December 2029	

SCHOOLHOUSE CONSTRUCTION SERVICES LLC

Onteora Central School

Centralization Project - Draft Milestone Schedule – 8/18/2026

Prop. #	Item #	Description of Work	Start	Substantial Completion	Budget
Stand Alone Work					
2	1	Resurface Track	3-4 Months	3-4 Months	$200,000

Prop. #	Item #	Description of Work	Start	Substantial Completion	Budget
Phase 1 Scope of Work					
2	2	Grass Sports Fields Improvements	3-4 Months	3-4 Months	$1,045,188
1	3[5]	Drop Off Loop Modifications (Happen w/ 4)	3-4 Months	3-4 Months	$3,804,250
1	4[5]	Reconfigure Outdoor Play Space and Parking (Happen w/3)	3-4 Months	3-4 Months	$1,096,125
1	5[6]	Remediate Drainage at BES for Addition Work (Complete before 11)	4-5 Months	4-5 Months	$312,194
1	6	BES Fuel Tank Relocation (Happen w/ 7)	3-4 Months	3-4 Months	$1,317,250
1	7	BES Electrical Service Relocation (Happen w/ 6)	3-4 Months	3-4 Months	$1,317,250
1	8	NY Route 28 Storm Water Culvert	3-4 Months	3-4 Months	$614,875
1	11[6]	BES - Classroom Addition-8 Classroom, Office and Art, AC	12-16 Months	12-16 Months	$16,516,000
1	12[6]	New Boiler and Addition (Complete before 11)	6-8 Months	6-8 Months	$1,626,500
2	10	HS Acid Waste Main Drain Work	2-3 Months	2-3 Months	50,000
Phase 1 Total = $27,699,632.00					

CAPITAL PROJECT UPDATE

- **Phase 1 & 2**

SCHOOLHOUSE CONSTRUCTION SERVICES LLC

Onteora Central School

Centralization Project - Draft Milestone Schedule – 8/18/2026

Prop. #	Item #	Description of Work	Start	Substantial Completion	Budget
Phase 2 Scope of Work					
2	9[3]	Nurse's Suite Renovations (AC)	5-6 Months	5-6 Months	$226,755
2	10	Science Classroom Renovations (AC) • Rooms 204,206, 211 • Replace Corridor Acid Waste Lines	5-6 Months	5-6 Months	$3,254,438 $361,556
1	13	Replace Below Slab Sanitary in Front Hallway (Happens w/ 16)	3-4 Month	3-4 Month	$282,813
2	14[2]	Replace Exterior Windows and MEP (Happens with 17) (AC)	2 Summers	2 Summers	$5,281,188
2	15[3]	Renovate Music Rooms (Similar time thought as nurse note 3) (AC)	6-8 Months	6-8 Months	$2,897,875
2	16	Renovate Toilet Rooms in Front Hallway (Happens w/ 13)	3-4 Months	3-4 Months	$772,875
2	17	Replace Ceilings and Lights in Front Hallway (Happens w/ 13)	2 Summers	2 Summers	$910,125
Phase 2 Total = $13,987,625.00					

CAPITAL PROJECT UPDATE

- **Phase 1 & 2**
  - Design Development Submission was completed and our estimate of that work to date
  - At Design Development the project is on budget.
    - Solar Panels (Code Requirement)
    - Exterior Bathroom
    - Site Grades
  - SED Submission is on target for September 2026, a follow up estimate will be completed at this time as well.
  - Page-turn was completed between the Owner, Architect and CM in July.
  - Potential finish of spaces were presented in July to District Administration.
  - Acid piping at the HS to partially move to Phase 1.
  - Review of Playground relocation, timing and layout.

SCHOOLHOUSE CONSTRUCTION SERVICES LLC

ANY QUESTION OR DISCUSSIONS

THANK YOU



SCHOOLHOUSE CONSTRUCTION SERVICES LLC

Onteora CSD

Board of Education Presentation

August 2026

CPL
ARCHITECTURE
ENGINEERING
PLANNING
CPLteam.com



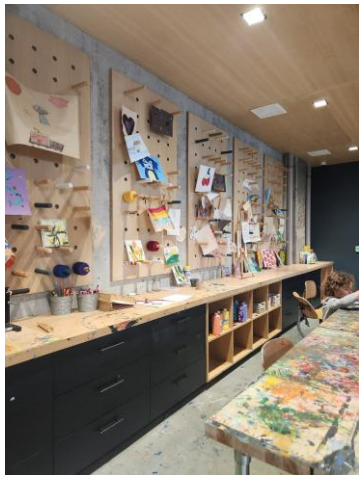
Agenda

- Introduction
- Design Inspiration & Concept
- Finish Selections & Renderings
  - Lobby & Main Office
  - Corridors
  - Art Classroom
  - General Classrooms
  - Library
  - Kindergarten Classrooms
- Signage
- Q&A



Design Inspiration







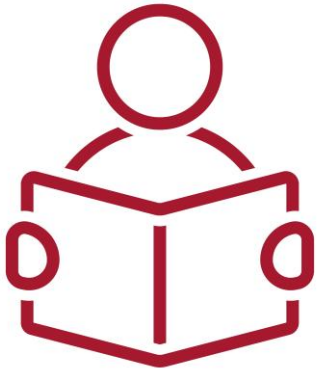






Design Concept







Branding

- Sense of Pride
- Enhances Identity
- Unites Community

Student-Centered

- Inspires Creativity
- Promotes Collaboration
- Optimizes Learning Outcomes

Nature Integration

- Encourages Exploration
- Supports Well-Being
- Embraces Catskills Environment

Lobby

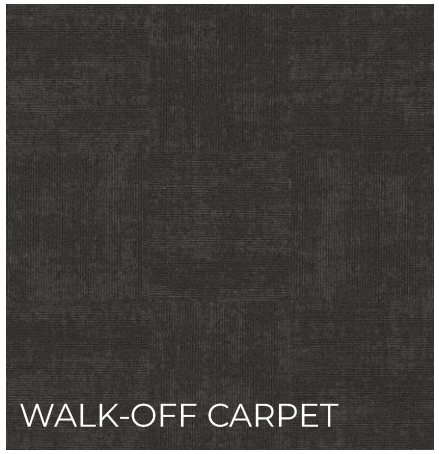


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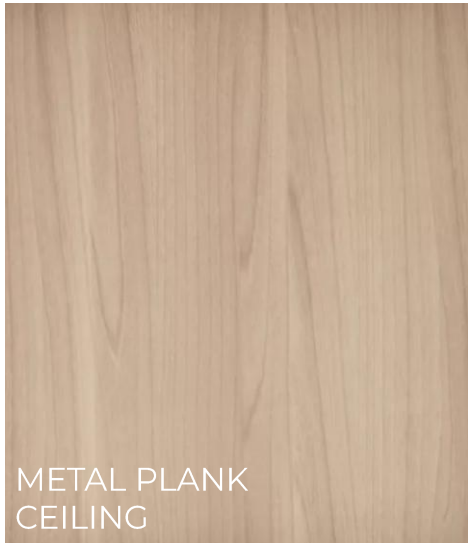
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BAFFLES

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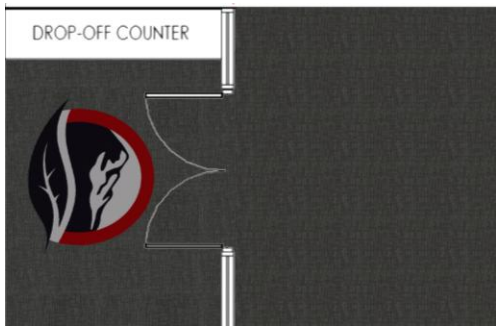
BAFFLES



CARPET LOGO

CARPET LOGO

CARPET LOGO

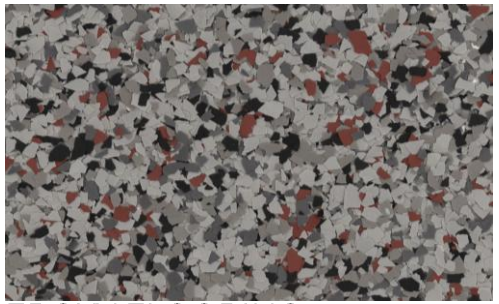


CUSTOM LOGO DESIGN

SINGLE USER TOILET

ACCENT

FIELD PAINT



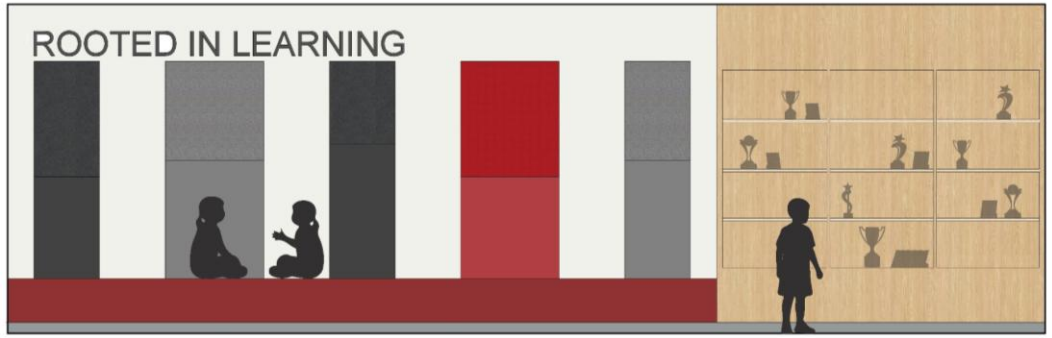
EPOXY FLOORING

Lobby



VIEW FROM MAIN ENTRY

Rendered Elevations



Student Work Display – Tackable Surface & Shelving



Custom District Logo Signage & Acoustical Treatment

Main Office

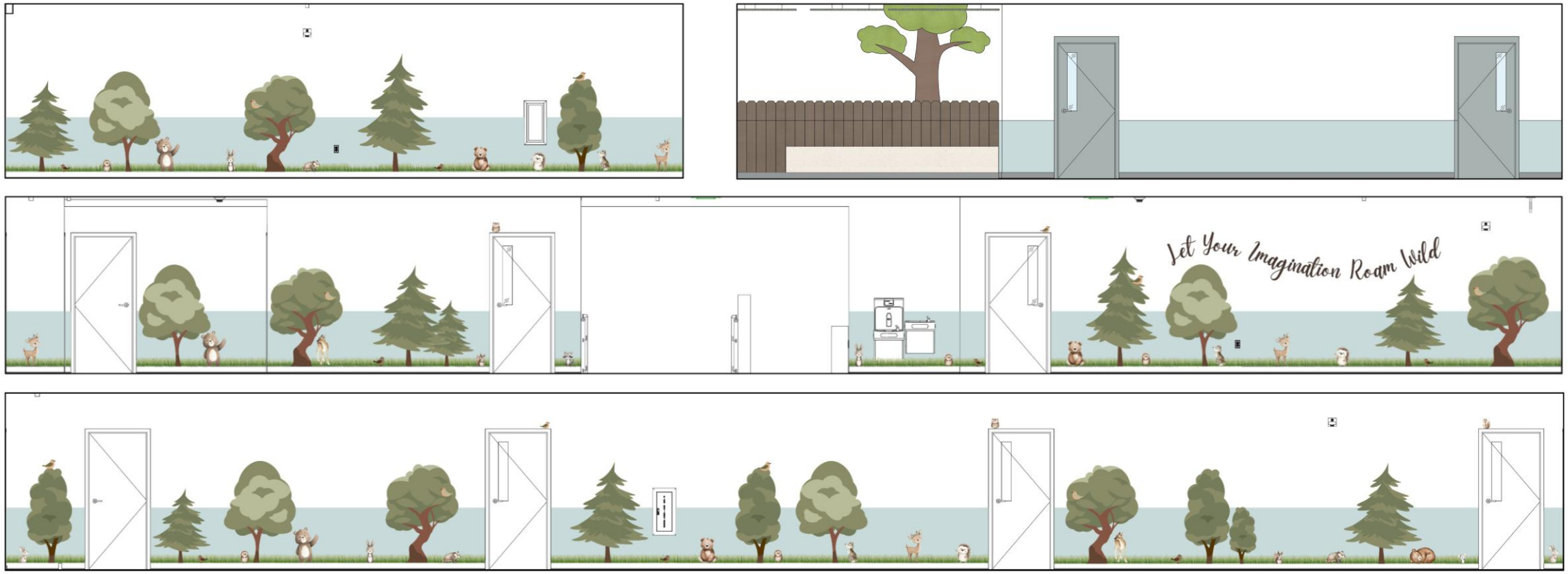

TRIM
ACCENT PAINT
FIELD PAINT
BASE
SOLID SURFACE COUNTER
RECEPTION LAMINATE
SPECIALTY LIGHTING
CASEWORK LAMINATE
BAFFLES
WALLCOVERING
CARPET
LVT

Main Office


RECEPTION


STAFF BREAK AREA

Corridors



CORRIDOR GRAPHICS

FIELD PAINT	WALL PROTECTION	BASE	LVT	LVT ACCENT

Art Classroom

TRIM

FIELD PAINT

BASE

SOLID SURFACE COUNTER

LAMINATE

SEALED CONCRETE FLOOR




Art history timeline
KILN
058
STORAGE
05A
ART CLASSROOM
05

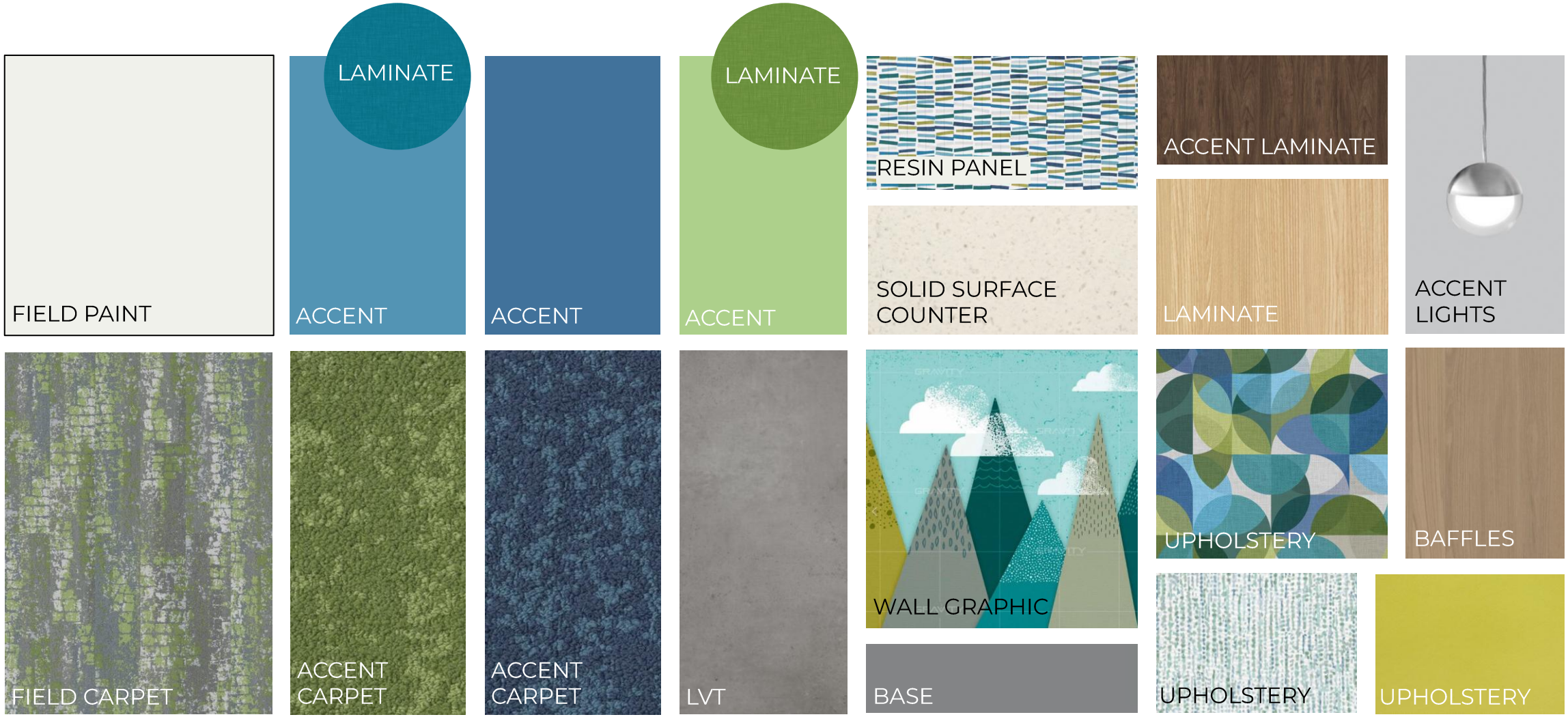
General Classrooms




GENERAL -
1ST GRADE
07
766 SF
GENERAL -
1ST GRADE
09
805 SF


Image sequence
WB image rectification
WB background color extraction
Cell images clustering
Analysis Server
Individual Cell classification
Key frames
Index
Color Balance
Key frame Extraction
Spatial-temporal filtering
GENERAL - 1ST GRADE
07
766 SF
GENERAL - 1ST GRADE
09

Library


FIELD PAINT
LAMINATE
ACCENT
ACCENT
LAMINATE
ACCENT
RESIN PANEL
SOLID SURFACE COUNTER
ACCENT LAMINATE
LAMINATE
ACCENT LIGHTS
FIELD CARPET
ACCENT CARPET
ACCENT CARPET
LVT
WALL GRAPHIC
BASE
UPHOLSTERY
BAFFLES
UPHOLSTERY
UPHOLSTERY


Welcome to the Library
English Language Grammar Rules


ORIGAMI
CREATE




ENGLISH LANGUAGE
GRAMMAR RULES
Here is where your
presentation begins
A
B
C

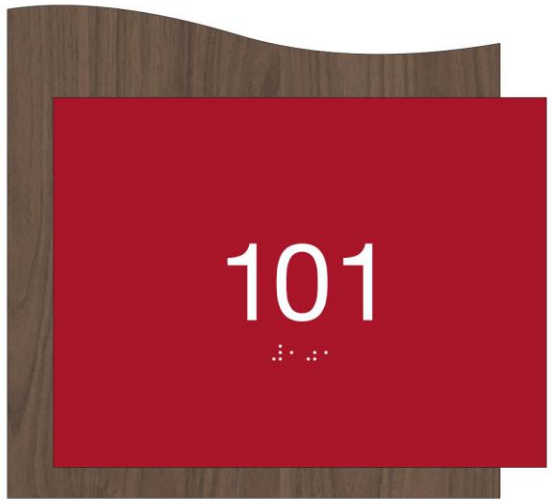
Kindergarten Classrooms




52 SF
52 SF
C104
GENERAL - KINDERGARTEN
64
900 SF
GENERAL - KINDERGARTEN
62
902 SF


Activity 3 - Missing Letter
H_use
G_ape
Flu_e
Don_e
ABCDEFGHIJKLM
NOPQRSTUVWXYZ
abcdefghijklm
nopqrstuvwxyz
52 SF
52 SF
C104
GENERAL - KINDERGARTEN
74
900 SF
GENERAL - KINDERGARTEN
62
902 SF

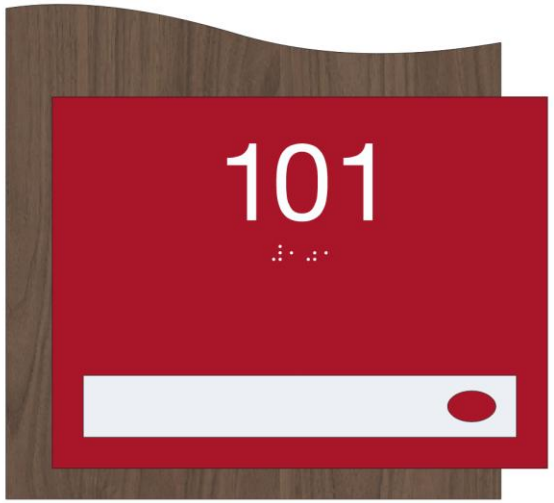
Signage



Room ID – 1 Text Line



Room ID – 2 Text Lines



Room ID w/ Insert



Restroom

Thank You

Board Meeting - Jul 07 2026 Minutes

Tuesday, July 7, 2026 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: Rory Smith, Jenny Jared, Rick Knutsen, 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:

Aubrey O'Neal (7/1/26 - 6/30/29)

Faedra Dagirmanjian (7/1/26 - 6/30/29)

3. Nominations for 2026-2027 Board President

3.01 District Clerk will Call for Nominations for Board President

The Board of Education hereby nominates Cindy Bishop for President for the 2026-2027 school year
Moved by: Eric Knutsen; seconded by: Jenny Jared

Motion Carries

4. Nominations for 2026-2027 Board Vice President

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

The Board of Education hereby nominates Rick Knutsen for Vice President for the 2026-2027 school year

Draft

Moved by: Jenny Jared; seconded by: Rory Smith

5. Oath of Office

5.01 The District Clerk will administer the Oath of Office to the 2026-2027 Board of Education President and Vice President

6. Public Hearing on Safety Plan

6.01 The Board President will open the hearing on the 2026-2027 District Wide Safety Plan

Onteora CSD_ District-wide Safety Plan 2026-27 DRAFT.pdf

6.02 The Board President will close the hearing on the the 2026-2027 District Wide Safety Plan

7. Acceptance of Minutes

7.01 Acceptance of Minutes

Board Meeting - Jun 16 2026 - Minutes - Html

The Board of Education hereby accepts the minutes of the June 16, 2026 meeting
Moved by: Jenny Jared; seconded by: Rory Smith

Carried

8. Annual Appointments

8.01 Appointments

The Board of Education hereby approves the Appointments of District Officers, Stipends/Fees, effective July 1, 2026, and authorizes the Superintendent of Schools to sign all necessary contracts:
Moved by: Rory Smith; seconded by: Jenny Jared

District Clerk:	Amanda Gates	$18,525 (hours not to exceed the equivalent of $18,525 in overtime for the 7/1/26–6/30/27 school year)
Treasurer:	Debra D'Aprile	As per terms of employment
Deputy District Treasurer:	Kimberly Cole	-0-
Claims Auditor:	Sierra Smith	$6,896
School Tax Collector:	Margaret Little	-0-
Deputy School Tax Collector:	Kimberly Cole	-0-
Purchasing Agent:	Monica LaClair	-0-
Deputy Purchasing Agent:	Victoria McLaren	-0-

Draft

Standard Day resolution 26-27.pdf

8.02 Other Appointments

The Board of Education hereby approves Other Appointments and Stipends/Fees listed effective July 1, 2026, as well as resolutions on Independent Contract Retainers, and authorizes the Superintendent of Schools to sign all necessary contracts
Moved by: Jenny Jared; seconded by: Rory Smith

1.	School Attorney:	Thomas, Drohan, Waxman, Petigrow & Mayle, LLP	$260/hr for attorney retainer/ $130/hr paralegal 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
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	$104.50
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	Carol Grima	-0-

Draft

	Decision Maker:		
12.	Title IX Investigator:	Carol Grima	-0-
13.	Coordinator for Section 504:	Carol Grima	-0-
14.	Residency Officer:	Monica LaClair	-0-
15.	Records Access Officer:	Monica LaClair	-0-
16.	Substance Abuse Officer	Carol Grima	-0-
17.	Records Management Officer:	Monica LaClair	-0-
18.	McKinney Vento Liaison:	Carol Grima	-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
23.	Financial Advisor:	Fiscal Advisors & Marketing, Inc.	see attached

BE IT RESOLVED, the Board of Education effective 7/1/26 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 RESOLVED that all Building Principals and Central Office Administrators shall be designated as “Acting Principals”, for all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law, if needed due to a Building Principal not being physically present on one or more days (or portions thereof) during the 2026-2027 School Year.

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.

kingston worx.pdf Impartial Hearing Officer Appointment and Compensation.pdf West and Company 2026-2027.pdf TDWPM 2026-2027.pdf APPENDIX B FeeScheduleAddendum 26-27 OCSD.pdf

9. Authorizations & Designations

9.01 Authorizations

The Board hereby authorizes Payroll Certificate, Budget Transfers, Check Signature, Alternate Check Signature, Bonding of Personnel
Moved by: Rory Smith; seconded by: Jenny Jared

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

9.02 Designations

The Board hereby authorizes Official Bank Depositories, Official Newspaper for Legal Notices and Bids
Moved by: Jenny Jared; seconded by: Rory Smith

FUND	**Account Names**	**BANK**
General/CM/Federal/ Cafeteria	Community Bank Multi Fund	Community Bank
	Bank of Greene County Payroll	Bank of Greene County
	NYCLASS General Fund	NYCLASS

Draft

	Metropolitan Money Market	Metropolitan Commercial Bank
	Greene County Commercial Bank	Bank of Greene County
Capital	Greene County Commercial Bank Capital	Bank of Greene County
TC - Extra classroom	HS/MS ECA	Bank of Greene County

Official Newspaper for Legal Notices and Bids: Daily Freeman

10. 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, 2026-2027 Board of Registration.
Moved by: Rory Smith; seconded by: Jenny Jared

Mileage Reimbursement	-per current I.R.S Rate
Substitute Teacher Rates	-CERTIFIED- $155/day -Onteora Retiree - $195/day
	-UNCERTIFIED- $120/day
	-Registered Nurse- $195/day -Licensed Practical Nurse- $115/day
Substitute Support Staff rates	-Teaching Assistant- CERTIFIED- $120/day -Onteora TA Retiree - $145/day
	-Teaching Assistant- UNCERTIFIED- $105/day
	-Monitor, Custodial, Clerical, Food Service, Bus Driver- $17/hour - Onteora Retiree Rate $20/hour
Substitute Short and Long Term Pay	As per regulation 6220R
Home Instruction Teacher	$50/hour
Non-Profit Use of Facilities-staffing charges	$30/hour/employee cafeteria staff; -$40/hour/custodial-overtime charge only; $50/hour/auditorium technician
School Lunch Prices	K-12 Breakfast/Lunch= at no cost

Draft

Copy Rate	$0.25/page
2026 – 2027 Board of Registration	Keymasters and Ballot Masters $22/hr Chief Registrar Inspector – Vote Day $28/hr Extra hours or part time hours shall be pro rata for whatever additional hours are actually worked outside of the hours of 7am-9pm
Public Library Tax of $20,000 originally established July 1, 1988 by voters. Approved by voters on May 19, 2026.	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	$50,000

Policy 6170 Fingerprinting.pdf

10.01 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: Rory Smith; seconded by: Eric Knutsen

10.02 Cell Phone Assignments

The Board of Education hereby approved the following cell phone assignments as below:
Moved by: Rory Smith; seconded by: Aubrey O'Neal

Cell Phone Assignments 2026/2027	
Name	**Notes**
Raymond Clinton	
Anthony DiRusso	
Lance Edelman	
Elizabeth Fallo	

Draft

Carol Grima	
Corey Halwick	SRO
Kyle Harjes	
Stephanie Laffin	
Ariel McGrath	
Victoria McLaren	
Rosalie Mernin	
Jonnah O'Donnell	
Scott Richards	
Sarah Turck	
Thomas Sharon	SRO
Don Solimene	
Alexandria Weir	
MIFI Access Point – Lance Edelman	

11. Authorize District Treasurer to borrow sums of money

11.01 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 2026/2027 school year and to issue appropriate short-term notes according to local finance law. (Tax Anticipation Notes – TAN; Revenue Anticipation NOTES – RAN
Moved by: Rory Smith; seconded by: Faedra Dagirmanjian

12. Establishment of Committees

12.01 The Board of Education will discuss and establish Board Committees for the 2026-2027 school year

The Board of Education hereby recognizes the permanent committees and approves the temporary committees for the 26-27 school year.
Moved by: Jenny Jared; seconded by: Aubrey O'Neal

Motion Carries

Permanent Committees:

Audit Committee

Facilities Committee

District Wide Safety Committee

Draft

Health & Wellness Committee

Temporary Committees for 26-27:

Policy Committee

Communications Committee

Legislative Action Committee

13. Superintendent District News

13.01 The Superintendent will report District News

Graduation

87 students graduated this year. 18 of them were members of the National Honor Society, 9 had achieved the New York State Seal of Biliteracy, 28 had achieved the New York State Seal of Civic Readiness, and 16 had achieved the New York State Technical Endorsement through their work in a BOCES Career and Technical Education program. Through the generosity of this community, these graduates were awarded several hundred thousand dollars in scholarships in recognition of all of their hard work and the impact they have had on their school community. It is truly an honor to stand on the stage and be able to congratulate these young people as they finish their time with us. Having been in Onteora for as long as I have, I have been able to watch this group from Kindergarten up to twelve grade and to see them grow and change along the way to becoming the amazing young adults that they are now. That is one of the great joys of this work.

Summer Skills Academy

Our summer skills academy is serving students in pre-k through eighth grade this year. We have 96 students enrolled. The academy began last week and will run for four weeks, through July 31st. Ms. Fallo is the Principal, and she reports that the students are doing incredibly well. Ms. Laffin and I visited this morning and saw lots of happy faces and a lot of fun learning taking place. For comparison, the current pre-K through 5th grade comprises 82 students. Last year, pre-k through 5th grade had 52 students. We are thrilled to have a larger cohort this year. We have 25 students from Woodstock Elementary, 41 from Bennett, 13 Middle School students, and 13 pre-k students. Attendance has been approximately 80% for these first two days.

13.02 Capital Project Update

Schoolhouse Construction facilitated a project meeting on July 2nd and reviewed all of the procedures that will be in place for the work being completed this summer, including how all communication with contractors will be handled, the timeline for each project split by contractor, how each contractor's pay applications will be processed, and the safety procedures in place for the contractors working within our buildings this summer. One of the tools that Schoolhouse Construction has put in place for the District is a daily progress report that includes pictures of each area of work. I really appreciate this because, although I do walk around regularly, if I miss a day or two, I can still see the progress, and there is no question about how far along the contractors are in the

Draft

work.

The Middle School gymnasium floor has been completely removed! It has been incredible to watch this process. The work has been done really efficiently. The work on the track began last week with a thorough cleaning of the existing surface. The asbestos abatement is also well underway, and so far, everyone is making really good progress. CJ Goodwin of Schoolhouse Construction will be at the August Board meeting to review all of the projects and answer any questions the Board may have.

Design - Phased Construction Milestone Schedule.pdf

14. Board District News

14.01 The Board will report District News

Trustee Jared shared that she attended the 8th Grade Moving Up Ceremony and described it as a wonderful event, congratulating the students on reaching this important milestone.

Superintendent McLaren expressed her appreciation to Information Technology Director John Reimer for his quick response in restoring the audio system after a power outage, ensuring the ceremony could continue without significant interruption.

Trustee Bishop commented on the High School Graduation Ceremony, noting that it was a wonderful event and congratulating the graduates on their accomplishments.

15. Acknowledge Public Be Heard Comments

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

- Jude Kurjan-Frank

16. Public and Student Comment

16.01 Public and Students may comment on any agenda or non-agenda item
no one spoke

17. **Break**

17.01 The Board will take a 5 minute break if needed

18. Discussion and Possible Action

18.01 The Board will Re-Adopt the Board Norms

Board Norms.pdf

18.02 Readopt District Goals

Healthy and Safety - Use of Artificial Intelligence and Technology

As the administration continues its work with BOCES in a pilot program to develop sound and thoughtful policies on the safe and effective use of Artificial Intelligence in the district, the board will seek to increase engagement and knowledge in the parent and guardian community on the issues surrounding AI and tech through outreach programs. The district should move toward a clear, easy-to-understand set of districtwide expectations regarding the safe and ethical use of AI on schoolwork.

Draft

Culture and Climate
The Board is committed to creating and nurturing an environment in which every student is supported, engaged, and progressing on their individual path. The Board will prioritize whole-student well-being by supporting programs that meet our students where they are, and offer them the academic, extracurricular, and life-skill-building opportunities that will put them in the best position to succeed and become lifelong learners. The board will additionally support the administration's efforts to foster a culturally responsive-sustaining education framework, which is the centerpiece of New York State's transition to the "Portrait of a Graduate" blueprint for future graduates.

In-Person Learning
In an increasingly online and isolated society, being present for educational instruction, including arriving on time at the start of each school day and having daily human interaction and play is crucial. It both fosters a productive, vibrant and equitable learning environment for our students and improves their mental health, social skills, and academic development

Regular attendance is a core value of our district, which allows our students to be present for themselves and each other. The board will support and monitor the administration's ongoing efforts to reduce absenteeism and increase in-person engagement for our students.

Academic
The Board supports providing robust professional development opportunities to inspire our educators and students and to ensure our teaching is following best practices in a rapidly evolving world. This includes continued support for the implementation of Multi-Tiered Systems of Support (MTSS). Additionally, The Board commits to monitoring and improving student success by ensuring shifts in curriculum, course offerings, instruction, and professional development needed to align with Portrait of a Graduate by Fall 2027, including identifying enhanced academic growth opportunities for all students.

Fiscal Planning and Oversight
The Board will support the creation of an annual budget that prioritizes student needs and a long-term fiscal plan that prioritizes the continued financial health and sustainability of the district.

The Board will continue to advance the next steps in the creation of a unified K-12 central campus that is strategically planned, future-focused, financially and environmentally sustainable, and an optimal learning environment for all the students in our district. The board will strive on an ongoing basis to provide clear, understandable information to the public. The Administration will make the long-term plan available to the public and provide progress updates as they become available

Draft

Communication
The Board recognizes the paramount importance of developing respectful and collaborative relationships with our community partners. To that end, we will continue to partner with our BOCES consultant and district administration to implement improvements in our communications strategies. The Board and administration will communicate its priorities, report its progress on initiatives, and address community concerns in detail through presentations at our public board meetings, monthly Board Briefs, quarterly District newsletters and public events.

18.03 Discuss Potential NYSSBA Resolutions (deadline 7/17/26)
nyssba-resolution-kit-04102026.pdf

DRAFT- NYSSBA resolutions (3).pdf

18.04 Review 2025 - 2026 Student Attendance by Building (as per Policies 1330 and 7110)
Attendance Membership Summary Report 24.25.pdf
Attendance.MembershipReport23.24.pdf

Attendance 25.26.pdf

18.05 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 Rick Knutsen as the designee
Moved by: Jenny Jared; seconded by: Rory Smith

19. Consent Agenda

19.01 Approve Consent Agenda

The Board hereby approves item numbers 19.02 - 19.20
Moved by: Jenny Jared; seconded by: Rory Smith

Carried

19.02 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.

19.03 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.

19.04 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

Draft

participate via videoconference or similar technology for the following reasons:
• 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

19.05 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 2026-2027 school year.

19.06 Code of Conduct

The Code of Conduct shall be in effect for the 2026-2027 School Year

Code of Conduct 2026-2027 - draft.pdf

19.07 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.

BOE yearly document CPSE.pdf

BOE yearly document CSE.pdf

19.08 Organizational Chart

The Board of Education hereby approves the Organizational Chart as written

Policy 4212 Organizational Chart.pdf

19.09 Approve Volunteers

The Board of Education hereby approves the following volunteer listed below:
Abby Elliot - Bennett (summer academy)

19.10 Approve Interschool Transfers

The Board of Education hereby approves the Interschool transfers below:
From Woodstock to Bennett:
Grade K – 2 students
Grade 1 – 2 students
Grade 2 – 1 student
Grade 3 – 2 students
Grade 4 – 1 student

From Bennett to Woodstock:
Grade K - 1 student
Grade 1 - 1 student

Draft

Grade 3 - 1 student

Grade 4 – 1 student

19.11 Approval of Student Educational Travel Program – June 2027

BE IT RESOLVED, that the Board of Education hereby approves the proposed student educational travel program to Puerto Rico, sponsored by teacher Rebecca Joslin, to be conducted during June 2027, as presented to the Board. The Board has reviewed the proposal, including the educational purpose, itinerary, and travel arrangements, and authorizes the trip in accordance with District policies.

Rebecca Joslin Tour Proposal 2027.pdf

19.12 Personnel Agenda

The Board of Education hereby approves the personnel agenda as attached

Carried

07.07.26 personnel agenda.pdf

19.13 Budget Transfers - retirees

The Superintendent recommends the transfer of $74,188.68 for the 25/26 school year to adjust for payments of retirement incentives, retiree sick day pay out and retiree vacation day pay out.

Amount	From Budget Code	To Budget Code
$32,180.46	A9020.800.10	A9089.801.10
$29,836.00	A9020.800.10	A9089.800.10
$12,172.22	A9020.800.10	A9089.803.10

19.14 Budget Transfers - payroll

The Superintendent recommends the transfer of $101,927.89 for the 25/26 school year to adjust for negative payroll accounts at year end.

Amount	From Budget Code	To Budget Code
$ 110.34	A1310.161-00	A 1310.160-00
$ 45.00	A1310.161-00	A 1320.160-00
$ 1,701.20	A1620.164-00	A 1620.160-00
$ 4,367.40	A1620.164-00	A 1620.161-00
$ 78.83	A2060.160-00	A 2010.161-00
$ 15,300.00	A2060.160-00	A 2020.150-02

Draft

$ 11.04	A2020.161-01	A 2020.161-00
$ 1,452.81	A2020.160-02	A 2020.164-01
$ 64.00	A2020.160-07	A 2020.164-07
$ 35,318.75	A2060.160-00	A 2060.150-00
$ 241.49	A2060.160-00	A 2060.161-00
$ 6,212.25	A2110.132-01	A 2110.133-01
$ 4,702.50	A2110.132-01	A 2110.133-02
$ 561.69	A2110.134-02	A 2110.134-01
$ 17,338.08	A2110.140-02	A 2110.140-01
$ 3,373.50	A2110.140-03	A 2110.140-07
$ 68.15	A2110.162-03	A 2110.162-01
$ 30.00	A2250.151-07	A 2250.151-03
$ 195.00	A2815.164-02	A 2815.162-01
$ 390.00	A2815.164-03	A 2815.162-03
$ 877.50	A2815.164-07	A 2815.162-07
$ 9,488.36	A2330.150-00	A 2855.150-01

19.15 Budget Transfers -professional services

The Superintendent recommends the transfer of $152,011.40 for the 25/26 school year to adjust for professional services from Capital to General accounts at year end.

	From	To
Amount	Budget Code	Budget Code
$152,011.40	A5540.406-15	A1620.449-10

19.16 Accept the Donation of the American Flag

BE IT RESOLVED, that the Board of Education of the Onteora Central School District hereby gratefully accepts the donation of an American flag from Donna Dittus.

19.17 Donations

The Superintendent recommends approval for the attached donations, each contributing to various initiatives within our district, and increasing their respective budgetary revenue & appropriations. The total amount for approval is $11,000.00.

Donation Spreadsheet for 25-26 BOE Effective 6.30.2026 $11,000.00_Redacted.pdf

19.18 Financial Report

The Board has reviewed and hereby accepts the Financial reports from May 2026

Carried

19.19 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 as surplus and authorizes the sale or disposal of these books.

WeedingLogReportJob117727.pdf WeedingLogReportJob117778.pdf

WeedingLogReportJob118383.pdf

WeedingLogReportJob118684.pdf

WeedingLogReportJob118781.pdf

WeedingLogReportJob118831.pdf

WeedingLogReportJob118080.pdf

WeedingLogReportJob118334.pdf

WeedingLogReportJob117678.pdf

WeedingLogReportJob61826.pdf

WeedingLogReportJob117629.pdf

WeedingLogReportJobMS-HS library.pdf

19.20 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, #07/26, Confidential, as reviewed by Trustee Jared

20. Contracts and Independent Contractor Retainers

20.01 Approve all Contracts and Independent Contractor Retainers

The Board hereby approves item numbers 20.02 - 20.11
Moved by: Rory Smith; seconded by: Eric Knutsen

Carried

20.02 Approval of Professional Development Services Agreement - G & R Inclusive Group

BE IT RESOLVED, that the Board of Education hereby approves the Professional Development Services Agreement with G&R Inclusive Group, LLC, for the Summer 2026 and 2026–2027 school year, in an amount not to exceed $20,520, to provide integrated co-teaching professional development, instructional coaching, and lesson design workshops for District staff, as presented.

G & R Inclusive Group.pdf

20.03 All Points- Licensed Behavior Analysts

BE IT RESOLVED, that the Board of Education of the Onteora Central School District hereby approves the proposal for consultation services with All Points Licensed Behavior

Draft

Analysts for the 2026–2027 school year, providing forty (40) days of classroom consultation and two (2) days of professional development for instructional staff, at a total cost not to exceed $80,000, and authorizes the Superintendent of Schools to sign such an agreement

Onteora Budget Proposal 2026 - 2027.pdf

20.04 LearnWell

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 EI US, LLC dba LearnWell as a provider of educational tutoring services in a hospital or behavioral health center setting effective July 1, 2026 to June 30, 2027 at a rate of $78.95 per hour for up to 15 hours per week and authorizes the Superintendent to sign such an agreement.

26-27 LearnWell Contract Onteora_Central_School_District.pdf

20.05 Approval of NWEA Sales Order

BE IT RESOLVED, that the Board of Education hereby approves the Sales Order with NWEA, a division of HMH Education Company, for participation in the MAP Reading Fluency Field Pilot and associated coaching services for the period of July 1, 2026 through August 31, 2026, at no cost to the District, as presented.

NWEA.pdf

20.06 Approval of Services Agreement – TMI Project

BE IT RESOLVED, that the Board of Education hereby approves the Services Agreement with TMI Project (Starling Productions, Inc.) for the implementation of the StoryLine Program at Onteora Middle School, including a school assembly, full-day residency, and monthly storytelling club for the 2026–2027 school year, in an amount not to exceed $22,500, as presented.

TMI Project.pdf

20.07 The Judge Rotenberg Educational Center, Inc.

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Contract between the Onteora Central School District and The Judge Rotenberg Educational Center, Inc. effective upon the date of the students admission, and continuing until, and including, June 30, 2027 at a tuition rate to be paid to JRC at the rate certified by New York State and authorizes the Superintendent to sign such an agreement.

OCSD-27 JRC_Redacted.pdf

20.08 Approve Services Agreement with Omni as a Third Party Administrator for the District's 403(b)

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Services Agreement Reinstatement for the 2026-2027 school year between the Onteora Central School District and U.S OMNI to serve as the District’s 403(b) Third Party Administrator for

the amount of $5,476.00

Onteora CSD OMNI.pdf

20.09 J. DeCaro- Impartial Hearing Officer

BE IT RESOLVED, that the Board of Education hereby approves the Independent Contractor Retainer with Joseph DeCaro to serve as the District's Impartial Hearing Officer for the period of July 1, 2026 through June 30, 2027, at a rate of $550.00 per hearing, with no fringe benefits or deductions, in accordance with the terms of the agreement presented.

J. DeCaro ICR.pdf

20.10 Children's Neuropsychological Services, PLLC

BE IT RESOLVED, that the Board of Education hereby approves the Independent Contractor Retainer and Independent Evaluation Agreement with Children's Neuropsychological Services, PLLC to provide independent neuropsychological evaluations for the period of July 8, 2026 through June 30, 2027, at a rate of $290 per hour, with a maximum fee of $4,000 per evaluation, and a maximum annual amount of $12,000, in accordance with the terms of the agreement presented.

Childrens Neuropsychological Services PLLC.pdf

20.11 Approval of Temporary Access and License Agreement with the Town of Shandaken

BE IT RESOLVED, that the Board of Education of the Onteora Central School District hereby approves the Temporary Access and License Agreement between the Onteora Central School District and the Town of Shandaken, authorizing the Town temporary, non-exclusive access to the former Phoenicia Elementary School property located at 11 School Lane, Phoenicia, New York, for the limited purpose of conducting due diligence activities, including surveying, engineering review, septic testing, site inspections, and related evaluations, in accordance with the terms and conditions of the Agreement.

Temporary Access and License Agreement - Town of Shandaken.pdf

21. Policies

21.01 Second Reading and Adoption of Policy 6160 Professional Growth/Staff Development

policy 6160 professional growth-staff development draft.pdf

The Onteora Board of Education hereby adopts policy 6160 as written.
Moved by: Rory Smith; seconded by: Jenny Jared

22. Unfinished Business

22.01 The Board will discuss Unfinished Business

Trustee Jared asked how the proposed Artificial Intelligence (AI) policy will be implemented for the fall. Trustee Bishop suggested establishing the Policy Committee over the summer to review the policy and bring it before the Board of Education for a first reading at the August 18 meeting.

Draft

Trustee Bishop also expressed interest in revisiting *Governance Core 2.0* and proposed that the Board engage in chapter-by-chapter discussions during future Board meetings to strengthen governance practices.

In addition, Trustee Bishop shared that she is developing an onboarding plan for newly elected trustees to help familiarize them with Board roles, responsibilities, and district operations.

23. New Business

23.01 The Board will discuss New Business
nothing discussed

24. Request for Information

24.01 Board Members will Request Information of the Superintendent
no requests

25. Adjournment

25.01 Adjourn the Meeting. Next meeting is August 18, 2026 at 6:00 pm at the Middle/High School.

The meeting is adjourned at 7:29 pm .
Moved by: Jenny Jared; seconded by: Rory Smith

Carried

District Clerk

Draft

Special Meeting in Central Administration - Jul 28 2026 Minutes

Tuesday, July 28, 2026 at 10:00 AM

Central Administration

1. Meeting Opening

1.01 Call to Order 10:00 am

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: Aubrey O'Neal, Faedra Dagirmanjian, Rory Smith, Caroline Jerome, Rick Knutsen, Cindy Bishop

Not Present: Jenny Jared

2. Proposed Executive Session

2.01 Enter Executive Session

Motion to enter into executive session to discuss personnel related matters
Moved by: Rory Smith; seconded by: Eric Knutsen

Yea: Rory Smith, Cindy Bishop, Caroline Jerome, Aubrey O'Neal, Faedra Dagirmanjian, and Eric Knutsen

Not Present at Vote: Jenny Jared

Motion Carries 6-0

2.02 Exit Executive Session

Motion to exit executive session and return to public session
Moved by: Caroline Jerome; seconded by: Rory Smith

Yea: Rory Smith, Cindy Bishop, Caroline Jerome, Aubrey O'Neal, Faedra Dagirmanjian, and Eric Knutsen

Not Present at Vote: Jenny Jared

Motion Carries 6-0

Draft

3. Adjournment

3.01 Adjourn the Meeting. Next meeting is August 18, 2026 at 6:00 pm at the Middle/High School.

The meeting is adjourned at 11: 00 am
Moved by: Rory Smith; seconded by: Eric Knutsen

Yea: Rory Smith, Cindy Bishop, Caroline Jerome, Aubrey O'Neal, Faedra Dagirmanjian, and Eric Knutsen

Not Present at Vote: Jenny Jared

Motion Carries 6-0

District Clerk

Draft



ONTEORA

CENTRAL SCHOOL DISTRICT

DISTRICT-WIDE SAFETY & EMERGENCY MANAGEMENT PLAN

UPDATED August 2026

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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**: 8/18/26?	[DATE]	☐
The District Chief Emergency Officer is[2]: Victoria McLaren, Superintendent, 845-657-8851, vmclaren@onteora.k12.ny.us	**District Chief Emergency Officer Appointed on: 7/7/26**	[DATE]	☐
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: 5/26/26**	[DATE]	☐
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:** **7/7/26-8/17/26**	[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** **7/7/26 Public Hearing** **8/18/26 Adoption**	[DATE]	☐
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): 9/18/26**	[DATE]	☐
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): 9/18/26**	[DATE]	☐

[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, mental health and sudden cardiac arrest,** specifically covering how to recognize sudden cardiac arrest or similar life-threatening health emergencies and the procedures outlined in the Cardiac Emergency Response Plan, by **September 15th**, within 30 days of hire or as part of the district's existing new hire training program, whichever is sooner. [8]	**Training provided on:** **Sept 3, 2026 via GCN**	[DATE]	☐

[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.

In July 2025, the New York State Legislature passed Desha's Law, which requires schools to develop and implement Cardiac Emergency Response Plans (CERPs) to address sudden cardiac arrest incidents at any school site owned or operated by the District and at the location of any school-sponsored event, including athletic events. In accordance with this law, CERPs have been developed and are incorporated into each confidential Building-Level Emergency Response Plan.

The District ensures that these plans provide for the recognition of sudden cardiac arrest and similar life-threatening health emergencies, the use and accessibility of automated external defibrillators

(AEDs), coordination with local emergency medical services, response at school-sponsored events including athletic activities, and staff training aligned with nationally recognized, evidence-based guidance such as that of the American Heart Association.

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. 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 Emergency Response Team (BERT). The plan shall provide for lockdown, secure lockout, sheltering, evacuation, early dismissal, fire and other emergency planning, including Sudden Cardiac Arrest, 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;[13]
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;[14]
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; [15] and

[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)(e) assist in the selection of security related technology and development of procedures for the use of such technology
[14]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);
[15]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

8. Ensuring the completion and yearly update of building-level emergency response plans by the dates designated by the commissioner.[16]
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[17]. 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[18]. 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. [19] 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.

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[16]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

[17]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.

[18]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.

[19]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.

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

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[20]

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	Jenny Jared		
Teacher	Teacher/OTA President	Scott Via	845-657-2373	
Administrator	Superintendent of Schools/Chief Emergency Officer	Victoria McLaren	845-657-8851	
	Director of Pupil Personnel Services	Carol Grima	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	Don Solimene	845-657-2383 ext2210	
	Principal – Bennett/OAA	Ariel McGrath	845-657-2354 ext 4101	

[20] 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	PTA	Margaret Little		
School Safety Personnel	School Resource Officer	Tom Sharon		
Bus Driver	Bus Driver/Dispatcher/ONTEA	Leo Warren	845-657-2537	
Bus Monitor	Bus Monitor/Dispatcher/ONTEA	Leo Warren	845-657-2537	
*Student (optional)				
Other School Personnel (below)	Director of Operations and Maintenance/ ONTSA	Kyle Harjes	845-657-6384	
	Director of Transportation	Ray Clinton	845-657-2537	
	Guidance and Counseling Department Chairperson	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	
After School Personnel (optional, but NYSED recommended below)				
Athletic Director / PE Coordinator				
After-School Program Director				

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.[21]

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.[22]

[21] 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.

[22] 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

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.

5. The Board of Education must formally adopt the District-wide Plan pursuant to Commissioner's Regulation, Section 155.17(c)(3).[23] 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.[24]

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)

[23] 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.

[24]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[25]

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 a 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 [26]

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.[27]

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:

[25] 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.

[26]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.

[27]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:[28]

    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[29].
    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:

[28] 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.

[29] 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 **Before and After School Programs, Activities, and Events Safety Annex** to safely manage before- and after-school activities and 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 Emergency Response Plan.

11. The district has adopted a board-approved policy addressing extreme heat conditions. In addition, the district established a **Maximum Temperature in Schools Annex** within each Building-level Emergency Response Plan to guide implementation, including 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, consistent with the district's board-approved policy. The district will also address medical needs, transportation, and 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.[30] 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

[30]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;

as well as through work with school counselors, social workers, and school psychologists. By October 1st of each school year, the superintendent and chief school administrator have provided written information to all students and staff about emergency procedures.[31]

Each building has established a mechanism for the anonymous reporting of school violence and harassment and has communicated this to students and parents.[32]

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.

[31]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.

[32]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:[33]

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.[34] (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.[35]

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.[36]

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)[37]

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.[38] (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:

[33] 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.

[34] 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.

[35]155.17 (c)(2)(vii)(c) be completed on different dates, days of the week, and during different times of the school day; and

[36] 401.7 New York State Fire code (pg 59)

[37] 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.

[38] 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.[39] [40] Students will be instructed in the procedure

[39]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

[40]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[41]

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.[42]

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.[43]

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.[44]

Before- and After-School Safety Planning: Consistent with guidance from the New York State Education Department, the District's emergency response planning applies to school buildings and grounds during before-school and after-school programs, extracurricular activities, and school-sponsored events. Safety planning for these periods considers differences in supervision, staffing, student movement, and building use that may occur outside of regular instructional hours. Procedures address communication, student accountability, coordination with transportation, and coordination with emergency responders, as appropriate. Detailed, site-specific procedures for before- and after-school activities are maintained within each school's confidential Building-Level Emergency Response Plan and are implemented in coordination with designated staff and program leaders.

Optional Drills

[41]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.
[42]155.17(h)(3) Emergency Dismissal drills shall test the usefulness of the communications and transportation system during emergencies.
[43]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.
[44]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.

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 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.[45]

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:[46]

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.

[45] 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.

[46] 155.17(c)(1)(xiv)(4) ... Such exercises may not include students without written consent from parents or persons in parental relations.

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:**
    - 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.

Age-appropriate student instruction shall also include awareness of Sudden Cardiac Arrest, including how to recognize a medical emergency, the importance of promptly notifying an adult, awareness of where automated external defibrillators (AEDs) are located within the building, and an understanding of which staff members are authorized to use AEDs.

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.[47]

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.[48]

[47] 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.

[48] 155.17(h)(3) Emergency Dismissal drills shall test the usefulness of the communications and transportation system during emergencies.

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.

Sudden Cardiac Arrest: Annual training provided to staff shall include how to recognize sudden cardiac arrest or similar life threatening health emergencies and the specific procedures outlined in the cardiac-emergency response plan, in alignment with state law and nationally recognized evidence-based practices such as those recommended by the American Heart Association.

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.

Access and Functional Needs: Building-specific procedures addressing the access and functional needs of students, staff, and visitors are maintained in each school's confidential Building-Level Emergency Response Plan. These procedures are integrated into the applicable emergency response annexes and address considerations such as mobility limitations, medical needs, medication access, medical equipment, service animals, personal assistance requirements, and other access or functional needs that may impact response actions during evacuation, shelter-in-place, hold-in-place, secure lockout, lockdown, and other emergency conditions. Such procedures are developed, reviewed, and updated by the Building-Level Emergency Response Team in accordance with Commissioner's Regulation §155.17, district policy, and applicable privacy and civil rights requirements.

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 shall receive training on District-wide procedures as well as specific procedures contained within their respective Building-Level Emergency Response Plan. Beginning in the 2025–2026 school year, this training shall also include components of Sudden Cardiac Arrest, including how to recognize the signs of Sudden Cardiac Arrest, initiate appropriate emergency response actions, and understand the location of automated external defibrillators (AEDs), consistent with Education Law §2801-a(2), as amended by Chapter 189 of the Laws of 2025. This training shall occur prior to September

15 of each school year or within 30 days of joining the District and may be conducted during a staff development day in August, online, or through a combination of both.[49]

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.[50]

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

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.

[49]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.
[50]155.17(2)(xiii) https://www.regents.nysed.gov/sites/regents/files/424p12d2.pdf

Vital Educational Information[51]

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 [52]

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.

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

[51]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.
[52]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;

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[53]

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.

[53] 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;

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
- 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.[54]

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.[55]

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.

[54] 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;
[55] 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[56]

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
- Sudden Cardiac Arrest
- Suicidal Students
- Suspicious Package Protocol
- Suspicious Persons

[56] 155.17(c)(1)(xv) the identification of appropriate responses to emergencies, including protocols for responding to bomb threats, hostage-takings, intrusions and kidnappings;

- Swatting

Responses to Implied or Direct Threats of Violence[57]

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.

Responses to Acts of Violence[58]

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.

[57]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

[58]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;

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.[59]

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.[60]

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

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.

[59] 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

[60] 155.17(c)(1)(iv) policies and procedure for contacting the appropriate law enforcement officials in the event of a violent incident;

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 & Clerical Support	Building Administrators & Confidential Secretaries, Senior Typists, Typists & Monitors	Required to ensure continuity of the 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[61]

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.)
- School and staff census information

Coordination and School District Resources and Manpower During Emergencies[62]

[61]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;
[62]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;

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.
- **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.[63] 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.[64] 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

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.

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[63] 155.17(xxi)(a) ensure computing devices will be made available to students

[64] 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

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[65]

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[66]

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

[65]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;
[66]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[67]

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.[68] 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.

[67]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;
[68]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
Director, Pupil Personnel Services	Carol Grima	845-657-3320
Asst. Superintendent, Curriculum and Instruction	Stephanie Laffin	845-657-8851
Transportation Supervisor	Raymond Clinton	845-657-2537
Bus Dispatch Office – Head Bus Driver	Alexandria Weir	845-657-2537
Head Bus Driver	LJ Warren	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.

	2026-2027 Onteora Capital Project Change Orders:							
	PROJECT							
			BOE Date	VENDOR	Change Order Amount	New Total		
	Elevator							
	Original Budget							
	$1,432,613.00	CO-GC-01 Demolition/Abatement		Transitional Builders	$584,000.00	$2,016,613.00		

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Change Order, Construction Manager as Adviser Edition

PROJECT: *(name and address)*
Onteroa CSD -MSHS Elevator Upgrade & Ceiling Reconstruction
4166 State Route 28
Boiceville, NY 12412

OWNER: *(name and address)*
Onteroa Central School District

4166 State Route 28
Boiceville, NY 12412

CONTRACTOR: *(name and address)*
Transitional Builders Inc..
4920 Albany Post Rd
Staatsburg, NY 12580

CONTRACT INFORMATION:
Contract For: General Construction

Date: 4/7/2026

ARCHITECT: *(name and address)*
CPL

26 IBM Road
Poughkeepsie, NY 12601

CHANGE ORDER INFORMATION:
Change Order Number: CO-GC-01

Date: 06/02/2026

CONSTRUCTION MANAGER: *(name and address)*
Schoolhouse Construction Services, LLC

8 Executive Park
Halfmoon, NY 12065

THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Demolition/Asbestos Abatement work at Onteora Middle School / High School.

The original Contract Sum was	$ 1,432,613.00
Net change by previously authorized Change Orders	$ 0.00
The Contract Sum prior to this Change Order was	$ 1,432,613.00
The Contract Sum will be increased by this Change Order in the amount of	$ 584,000.00
The new Contract Sum including this Change Order will be	$ 2,016,613.00

The Contract Time will be unchanged by (0) days.
The Contractor's Work shall be substantially complete on 8/21/2026.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONSTRUCTION MANAGER, CONTRACTOR, AND OWNER.

CPL **ARCHITECT** *(Firm name)*	Schoolhouse Construction Services, LLC **CONSTRUCTION MANAGER** *(Firm name)*
SIGNATURE	**SIGNATURE**
Chris Ladanyi, Principal **PRINTED NAME AND TITLE**	Matt Heiser, Project Manager **PRINTED NAME AND TITLE**
06/03/2026 **DATE:**	06/16/2026 **DATE:**
Transitional Builders Inc. **CONTRACTOR** *(Firm name)*	X Onteroa Central School District **OWNER** *(Firm name)*
SIGNATURE	**SIGNATURE**
Gabriel Morales, PM **PRINTED NAME AND TITLE**	*Victoria McLaren, Superintendent* **PRINTED NAME AND TITLE**
06/26/26 **DATE:**	**DATE:**

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User Notes:

June 2, 2026

Schoolhouse Construction Services, LLC

8 Executive Park Drive

Half Moon, NY 12065

ATT: CJ Goodwin

Cj.goodwin@schoolhouse.construction

PCO #1 Onteora CSD – Elevator & Ceiling Reconstruction

Below is our cost for the Demolition/Asbestos Abatement work at Onteora Middle School Gymnasium to include, General Conditions, Bond, Contract Work, Overhead & Profit.

Asbestos Abatement Material $27,373.50

Asbestos Abatement Labor $241,668.90

Selective Demolition Material $27,835.50

Selective Demolition Labor $252,122.10

DAC Allowance $35,000.00

Original Contract Cost $1,432,613.00

DAC $584,000.00

New Contract Total $2,016,613.00

Sincerely

Gabriel Morales, Project Manager

PCO #001

Transitional Builders, Inc.
4920 Albany Post Road
Staatsburg, New York 12580-6038
Phone: 8457739440

Project: 22604 - Onteora CSD Elevator & Ceiling
4166 State Route 28
Boiceville, New York 12412

Prime Contract Potential Change Order #001: DAC SOW

TO:	Onteora Central School District 4166 State Route 28 Boiceville, New York 12412	**FROM:**	Transitional Builders, Inc. 4920 Albany Post Road Staatsburg, New York 12580-6038
PCO NUMBER/REVISION:	001 / 0	**CONTRACT:**	1 - MSHS Elevator Upgrade & Ceiling Reconstruction
REQUEST RECEIVED FROM:		**CREATED BY:**	Gabriel Morales **(Transitional Builders, Inc.)**
STATUS:	Pending - In Review	**CREATED DATE:**	5/5/2026
REFERENCE:		**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$584,000.00

POTENTIAL CHANGE ORDER TITLE: DAC SOW

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
CE #001 - DAC SOW
April 30, 2026
Schoolhouse Construction Services, LLC
8 Executive Park Drive
Half Moon, NY 12065

ATT: CJ Goodwin
Cj.goodwin@schoolhouse.construction

PCO #1 Onteora CSD – Elevator & Ceiling Reconstruction

Below is our cost for the Demolition/Asbestos Abatement work at Onteora Middle School Gymnasium to include, General Conditions, Bond, Contract Work, Overhead & Profit.

ATTACHMENTS:
OCSD-PCO-#1.docx

#	Budget Code	Description	Amount
1		Asbestos Abatement Material	$27,373.50
2		Asbestos Abatement Labor	$241,668.90
3		Selective Demolition Material	$27,835.50
4		Selective Demolition Labor	$252,122.10
5		DAC Allowance	$35,000.00
		Grand Total:	**$584,000.00**

Stephanie Wisnewski (CPL)

Onteora Central School District
4166 State Route 28
Boiceville, New York 12412

Transitional Builders, Inc.
4920 Albany Post Road
Staatsburg, New York 12580-6038

SIGNATURE	DATE	SIGNATURE	DATE	SIGNATURE	DATE

THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK

Office of Facilities Planning, 89 Washington Avenue, Room 1060 Education Building Annex, Albany, NY 12234
Tel. (518) 474-3906
Tel. (518) 474-3906
www.p12.nysed.gov/facplan/

CHANGE ORDER CERTIFICATION

Must be attached to back of Change Order

Instructions: **This CERTIFICATION is required for all change orders submitted to SED**
Fill out all three parts completely.

Change Order Number:
GC-001

Part One - General Information

Provide separate Change Orders for each Project Number

SED Project Number	6 2 1 2 0 1 0 6 0 0 0 1 0 3 6 ←
	District BEDS Code / Building Identification Number / Project number
District & Building Name	Onteora Central School District - Woodstock Elementary School
Type of Project	☑ Reconstruction /Alteration ☐ Addition & Alteration ☐ New Building ☐ Other
Project Description	MSHS Elevator Upgrade & Ceiling Reconstruction
Architect / Engineer firm	CPL — 4 Crotty Lane, Suite 104, New Windsor, NY 12533 (name / address)
Contact Person	Chris Ladanyi, Principal — (845) 522-5781CLadanyi@CPLteam.com (name & title / phone number & e-mail)
Construction Manager firm	Schoolhouse Construction Services, LLC (name / address)
Contact Person	Matt Heiser, Project Manager — (518) 810-4438 matt.heiser@schoolhouse.construction (name & title / phone number & e-mail)
District Contact Person	Victoria McLaren, Superintendent — (845) 657-6383 vmclaren@onteora.k12.ny.us (name & title / phone number & e-mail)

Part Two

Provide the following information for each individual item in the change order:
(Number each item if there is more than one and provide additional sheets as necessary.)

- **A. Requested By** (Who initiated the change request)
- **B. Relationship to Project Scope** (How is this change related to the original project scope)
- **C. Basis of Need** (Describe why the change is needed)
- **D. Description of Work** (Provide a detailed description of the work or services provided in the change order. Provide text, a drawing or both as necessary to demonstrate code compliance and the individual cost of each item.)

A. The Architect, Construction Manager, Contractor and Owner collectively initiated this change.
B. Directly related and this additional scope is covered by the SEQRA Resolution and the FP-OPRHP Letter of Resolution.
C. Directly related to completing the project and needed to happen as the corridor ceiling abatement is needed before portions of the asbestos containing plaster ceiling could start falling. During bid, the Owner did not receive any bids for the Demo and Abatement Construction (DAC) (Bid Tabulation Sheet attached for reference). The Owner consulted with their attorney and it was determined that the best course of action was to solicit pricing directly from demo & abatement contractors as well as the GC for the project. Re-bidding for the DAC Contract would have caused delays and there was no guarantee any contractors would bid again. Owners CM reached out to Demo & Abatement Contractors for pricing, only (1) contractor responded with pricing, therefore the CM requested pricing as well from the GC on the project. The GC ended up having the lower pricing, thus the Owner decided to issue them the scope of work via a Change Order. This scope of work was already a part of the Bid Documents and the project. (Proposal from Demo & Abatement Contractor attached for reference).
D. GC to include Demolition & Abatement Construction work at the Onteora Middle School / High School in their scope of work including general conditions, bond, contract work, overhead & profit. GC's Change Order Proposal PCO #0001 attached for reference.

CHANGE ORDER CERTIFICATION

Part Three

1 Change order requirements:

- ✔ The scope of the change order must relate to the project scope previously approved.
- ✔ Dollar amounts applied from allowances toward costs associated with the changes must be provided.
- ✔ If the cost of this change order is not within the approved amount as currently established on the SA-4, please provide a Form FP-FI, Request for Revision of Financial Information, with documentation showing the additional authorization of funds.
- ✔ Each change order shall be signed by the president of the board of education, the architect/engineer, and the contractor.

2 Certification of the Superintendent of Schools (District Superintendent if a BOCES project)

The following statements are true and correct to the best of my knowledge and belief:

- The revised total cost is within the authorized appropriation for this project.
- Where any work of this change order requires a type or kind of work that is not included in the original contract documents, the school district's attorney has been contacted to assure conformance with the Opinion of the State Comptroller No. 60-505.

Date	Signature and printed name of the School Superintendent or District Superintendent if a BOCES project
	X Victoria McLaren

3 Certification of the Architect or Engineer

The following statements are true and correct to the best of my knowledge and belief:

- Work required by this change order is in accordance with applicable sections of the approved contract documents.
- Any plan, sketch, or attachment referenced In this change order is included herein.
- Work required by this change order is in accordance with applicable provisions of the NYS Uniform Fire Prevention and Building Code, State Education Department's building standards, and NYS Department of Labor's Code Rule 56.
- Work required by this change order was designed by an architect or engineer who is currently licensed by the State of New York.
- Work required by this change order that involves asbestos-containing building material (ACBM) was designed by an architect or engineer who is currently licensed by the State of New York and who is appropriately certified as an asbestos designer by the NYS Department of Labor at the time he/she designed the asbestos-related project.

	Architectural / Engineering Firm Name
	CPL
6/3/2026	Chris Ladanyi
Date	Signature and printed name of the Architect or Engineer

C&C UNLIMITED
Selective Demolition & Remediation Professionals
6 Simmons Lane
Albany, NY 12204
518.729.5641p/ cmacdonald@ccunlimitedinc.com / 518.729.5642 f/ 518.810.6614 c

Project:	**Onteora CSD** **Demo & Abatement 2026/2027**
Location:	
Due:	**3-6-26**
Contractor/Owner:	Schoolhouse
Contact:	*Charles Goodwin*
EMAIL:	cj.goodwin@schoolhouse.construction
Value1: Base Asbestos Abatement	**$150,000.00**
Value2: Alt GC1 Asbestos Abatement	**$10,000.00**
Value3: Base Selective Demo	**$358,000.00**
Value4: Alt GC1 Selective Demo	**$8,000.00**
Value5: Add Allowance	**$35,000.00**
Add: Bid Bond:	**$30,000.00**
: Add Alt price to include temp protection on walls, and ceilings he 4 mil plastic	**$59,000.00**

The cost to go to $10M Umbrella would be $70,000.

Include: Note 14
Include bid bond
Insurance as is.

Total Highlighted Above = **$632,000.00**

Note A3 on the hazardous material plan. confirmed we have door and the caulk.
Alt price to include temp protection on walls, and ceilings he said 4 mil plastic
Exclude: addendum one about painting after abatement as we will encapsulant as it will be hard to match paint without painter.
Exclude: Note D5 EXISTING MONTGOMERY MACHINE TO REMAIN - MODIFY & REPAIR. REMOVEEXISTING HOIST MOTOR - REFER TO ELECTRICAL DRAWINGS ANDSPECIFICATION SECTION 14 20 00.

Note	Description	Amount	Measure	Amount - Alt GC1	Measure
A1	Remove plaster ceilings	850	SF		
A2	Remove floor tile, subfloor and mastic			35	SF
A3	Remove door caulk	1	EA		
A4	Remove tar at door threshold	1	EA		
A5	Scrape and seal lead paint area	4	SF		
		856			
D1	Remove cab finishes, walls, ceilings	1	EA	1	EA
D2	Remove cab shell	1	EA		
D3	Others				
D4	Remove cab doors	6	EA		
D5	Exclude				
D6	Remove elevator controller	1	EA		
D7	Remove access door and frame	1	EA		
D8	Sawcut and remove slab for sump	1	EA		
D9	Abatement				
D10	Remove subfloor	35	SF	35	SF
D11	ETR				
D12	Remove hall devices	4	EA		
D13	Remove elevator pit ladder	1	EA		
D14	Protect gym equipment - EXCLUDE	1	EA		
D15	Remove base trim	342	LF		
D16	Salvage door threshold	6	EA		
D17	Remove metal floor track	1	EA		
D18	Remove wood gym floor and sleepers	6422	SF		
		6823		36	

Notes:

Work area to be vacated and restricted to C&C Unlimited, Inc. only.

Exclusions:

Building Security,

Not responsible for the condition of substrate

No removal of patching or leveling compound

• Power, water, put back, bldg. protection, air monitoring testing and sampling, variance, all patch, fireproof, paint, repair, replacement, re-insulation, cap & seal, disconnects, is excluded and done by others,

• Hazardous material abatement or remediation including but not limited to Asbestos, Lead, PCB, refrigerants, mercury, UST, soils, paints, solvents, etc. unless noted in this estimate.

• Disconnection, relocation, protection, or isolation of MEP utility services including air gapping. All MEP removals by respective trades.

• Temporary or permanent bracing, shoring, or piling.

• Temporary or permanent barricades, partitions or weatherproof enclosures including roof openings.

• Removal, repair or replacement of asphalt, sidewalks, curbs, lawns, landscaping, trees or fencing.

• Import or placement of structural fill material including topsoil, seed, or stone.

• Municipal building permits.

• Performance and payment bonds.

• Excavation or removal of soils beneath terraced concrete platform.

Assumptions & Clarifications:

• Excludes Project Labor Agreements, if required.

• Owner to provide temporary source of both water and power for duration of project.

• Traffic or pedestrian control including site fencing or signage where required to be provided by GC.

• All loose furniture including desks, chairs, etc. to be relocated by others prior to contractor mobilization.

• Includes one (1) contractor mobilizations for labor, equipment, material, and supervision.

• GC to provide layouts for all openings, penetrations or removals required to facilitate selective demolition/abatement activities.

• All items required to be salvaged, i.e., lockers, shop equipment, etc. will be relocated to an area within the building for temporary storage by others under separate contract.

• Patchwork or repair of remaining floors, walls, or ceilings, if required, to be performed by others under separate contract.

• All other flooring removal including surface preparation is by others under separate contract

- one mobilization, each extra add $2,500.00 per,

- Repair of damage to existing Masonry, roadways, walkways, patios, or landscaping by workers or construction equipment. Anything related to hazardous materials which includes but is not limited to, airborne silica, PCB, Freon, hydraulic oil, lead, air monitoring, dangerous or hazardous waste evaluation,
- Shoring or bracing of existing structure to Accommodate demolition/removals.
- No temporary weather protection, no deck removal, all work weather permitting.
- Not responsible for the condition of substrates, no removal of vapor barriers adhered to deck,

1. Prices quoted are valid for 15 days from the date of quote.

2. C&C Unlimited shall not be responsible delays due to other contractors' performance of work.

3. Quoted prices are based on Capital Improvements. A properly executed Capital Improvements Certificate or Tax-Exempt Certificate must be received by C&C Unlimited.

4. Payment is Day of completion of physical work. Unpaid balances are subject to 1.5% service charges per month after 10 days.

5. Customer acknowledges that in the event the services of an attorney are employed to enforce the terms of this agreement or to collect any sum due under this agreement, customer shall be obligated to pay all costs associated therewith including reasonable attorney's fees and court costs.

6. Customer acknowledges that it shall be responsible to "call before you dig" and have all utility service lines, whether owned by public utilities or by the owner of the property, clearly marked in advance of directing C&C Unlimited to proceed with the work to the extent any such utility lines bear upon the work that C&C Unlimited is being asked to perform.

7. This agreement shall be construed under the laws of the State of New York. The parties agree that any legal action which shall arise from work perform pursuant to this contract shall be brought in a court of competent jurisdiction with the competent jurisdiction within the County of Albany, State of New York, regardless of the domicile or residence of the customer.

8. **The basis for thy prices quoted herein is that one project is subject to prevailing wages.**

9. If the customer accepting this proposal is not the owner of the real property being improved by the labor, material and services furnished herein, the customer expressly warrants that the performance of the labor and/or the furnishing of materials.

Of services herein is being done for the improvement of real property with the consent of and at the request of the owner of the real property.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become extra charge over and above the estimate. Unpaid balances after 30 days will be assessed 1.5% monthly interest (18% annually) and charged any collection fees necessary.

Authorized Signature

Chris MacDonald

Chris MacDonald
Project Manager _____

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified, including option(s) _____ above. Payment will be made in full upon physical completion of work.

(Sign below and mail back)

Name (print) _____

Date of Acceptance: _____

Signature _____

BID SUMMARY:

Location: Onteora Central School District
Project : Elevator Upgrade & Ceiling Reconstruction
Bid Opening : 1/28/2026
Building SED # :
Middle School / High School 62-12-01-06-0-001-036

	Bidder/ Contract	Based Bid Amount	Alternate GC-1 Elevator E2	Alternate DAC-1 Elevator E2	Alternate EC-1 Panel O Replacement	Not Used	Not Used	Not Used	Not Used	Not Used	Not Used	Not Used	Total with All Alternates
GC	Transitional Builders Inc.	$1,432,613.00	$75,000.00										$1,507,613.00
MC	T. McElligott Inc.	$140,900.00											$140,900.00
EC	CDE Electric	$97,700.00			$25,260.00								$122,960.00
DAC	NO BIDDERS												$0.00

BID SUMMARY:

Location: Onteora Central School District
Project : Elevator Upgrade & Ceiling Reconstruction
Bid Opening : 1/28/2026
Prime Contract: General Contract (GC)
Building SED # :
Middle School / High School 62-12-01-06-0-001-036

	Non-Collusion Affidavit	Corporate Resolutions	Iran Divestment Certificate	Bid Security	Addenda Acknowledgment	DOL Certification	E.O. #16 Certification	Bidder/ Contract	Based Bid Amount	Alternate GC-1 Elevator E2	Not Used	Not Used	Not Used	Not Used	Not Used	Not Used	Not Used	Total with All Alternates
1	X	X	X	X	X	X	X	Transitional Builders Inc.	$1,432,613.00	$75,000.00								$1,507,613.00
2																		
3																		
4																		
5																		
6																		
7																		
8																		
9																		
10																		

BID SUMMARY:

Location: Onteora Central School District
Project : Elevator Upgrade & Ceiling Reconstruction
Bid Opening : 1/28/2026
Prime Contract: Mechanical Contract (MC)
Building SED # :
Middle School / High School 62-12-01-06-0-001-036

	Non-Collusion Affidavit	Corporate Resolutions	Iran Divestment Certificate	Bid Security	Addenda Acknowledgment	DOL Certification	E.O. #16 Certification	Bidder/ Contract	Based Bid Amount	NOT USED	NOT USED	NOT USED	NOT USED	NOT USED	NOT USED	NOT USED	NOT USED	Total with All Alternates
1	X	X	X	X	X	X	X	T. McElligott Inc.	$140,900.00									$140,900.00
2																		
3																		
4																		
5																		
6																		
7																		
8																		
9																		
10																		

BID SUMMARY:

Location: Onteora Central School District
Project : Elevator Upgrade & Ceiling Reconstruction
Bid Opening : 1/28/2026
Prime Contract: Demolition and Abatement Contract (DAC)
Building SED # :
Middle School / High School 62-12-01-06-0-001-036

	Non-Collusion Affidavit	Corporate Resolutions	Iran Divestment Certificate	Bid Security	Addenda Acknowledgment	DOL Certification	E.O. #16 Certification	Bidder/ Contract	Based Bid Amount	Alternate DAC-1 Elevator E2	M		NOT USED	NOT USED	NOT USED	NOT USED	NOT USED	Total with All Alternates
1																		
2																		
3																		
4																		
5																		
6																		
7																		
8																		
9																		
10																		

NO BIDS RECEIVED

BID SUMMARY:

Location: Onteora Central School District
Project : Elevator Upgrade & Ceiling Reconstruction
Bid Opening : 1/28/2026
Prime Contract: Electrical Contract (EC)
Building SED # :
Middle School / High School 62-12-01-06-0-001-036

	Non-Collusion Affidavit	Corporate Resolutions	Iran Divestment Certificate	Bid Security	Addenda Acknowledgment	DOL Certification	E.O. #16 Certification	Bidder/ Contract	Based Bid Amount	Alternate EC-1 Panel O Replacement	NOT USED	NOT USED	NOT USED	NOT USED	NOT USED	NOT USED	NOT USED	Total with All Alternates
1	X	X	X	X	X	X	X	Hewitt Young Electric LLC	$96,000.00	$29,000.00								$125,000.00
2	X	X	X	X	X	X	X	J & J Sass Electric Inc.	$98,500.00	$42,000.00								$140,500.00
3	X	X	X	X	X	X	X	CDE Electric	$97,700.00	$25,260.00								$122,960.00
4																		
5																		
6																		
7																		
8																		
9																		
10																		

Personnel Agenda for BOE Meeting 08/19/2026

APPOINTMENT: NON-INSTRUCTIONAL
PART TIME

NAME	POSTION/SCHOOL	EFFECTIVE DATE	RATE
Garcia Fuentes, Judyana	PT Food Service Helper/Bennett	09/03/26 – 03/02/27	Step 3
Lima, Yumuri*	PT Food Service Helper/MS/HS	09/03/26– 03/02/27	Step 2

pending pre-employment processing

APPOINTMENT: NON-INSTRUCTIONAL
PROBATIONARY

NAME	POSTION/SCHOOL	EFFECTIVE DATE	RATE
Rice, Elizabeth*	School Bus Attendant	09/01/26 – 02/28/27	Step 2
Weber, Tammy*	School Bus Attendant	09/01/26 – 02/28/27	Step 2

pending pre-employment processing

ADMINISTRATIVE LEAVE OF ABSENCE

EMPLOYEE NUMBER	EFFECTIVE DATE FROM -TO	REASON
040125	08/19/26 – 09/15/26	Extended leave and reassigned pursuant to Superintendent

LEAVE OF ABSENCE: INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM -TO	REASON
4391	09/01/26 – 12-23-26	Personal

RESIGNATIONS: NON-INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
McLean, Bryan	Building Maintenance Worker II	07/24/26	Personal

RESIGNATIONS: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
O'Donnell, Jonnah	Interim Director of PE, Ath and Health	08/31/26	To accept permanent appointment as Director of Physical Education, Health and Athletics.
Signore, Mark	Golf - Varsity - Head Coach (Boys)	08/07/26	Personal

TEMPORARY APPOINTMENT: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	RATE
Grant, Helene	Special Education Teacher-Leave Replacement	09/01/26 – 11/30/26	MA Step 1
Guerin, Tracy	Summer School Teaching Assistant	04/22/26 – 07/31/26	Step 6 ** corrected rate
Petriski, Lauren	Extended School Year-Psychologist	08/19/26 – 08/31/26	$45/hour

SUBSTITUTE

NAME	POSITION	RATE
Carter, Robert*	Teacher (uncertified)	$120.00/day
Carter, Robert*	Teaching Assistant (uncertified)	$105.00/day
Cole, Megan*	Food Service	$17.00/hour
Kelly, Abbey-Gayle*	Teacher (uncertified)	$120.00/day
Kelly, Abbey-Gayle*	Teaching Assistant (certified)	$120.00/day
Kenly, Maryanne	Teacher (certified)	$195.00/day
Mayone-Allison, Joan	Teacher (certified)	$195.00/day
Mernin, Ann*	Nurse	$195.00/day
Rumsey, Todd	Food Service	$17.00/hour
Rumsey, Todd	Food Service	$17.00/hour
VanWagenen, Amber	Custodial Worker	$17.00/hour

pending pre-employment processing

EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Wentland, Jennifer	Art Club Advisor - HS	$2,000.00
Sidler, Anita	Art Club Advisor - MS	$1,350.00
Connolly, Brian	Assoc of Student Govt (6-12)	$2,237.00
Klercker, Katelyn	Athletic Council	$590.00

Constant, Geordarna	Battle of the Books - MS	$2,639.00 split with A. Weisz
Weisz, Amy	Battle of the Books - MS	$2,639.00 split with G. Constant
Hill, Courtney	Belleayre Bash Advisor	$2,237.00 split with K. Kleine
Hill, Courtney	Belleayre Bash Asst Advisor	$900.00 split with K. Kleine
Kleine, Kylie	Belleayre Bash Advisor	$2,237.00 split with C. Hill
Kleine, Kylie	Belleayre Bash Asst Advisor	$900.00 split with C. Hill
Boyer, Erica	Chamber Ensemble Director	$2,036.00
Casey, Lisa	Class Advisor - Junior	$3,116.00 split with K. Stark
Casey, Lisa	Class Advisor - Senior	$3,116.00 split with K. Stark
Stark, Kaila	Class Advisor - Junior	$3,116.00 split with L. Casey
Stark, Kaila	Class Advisor - Senior	$3,116.00 split with L. Casey
Via, Scott	Computer Advisor - HS	$5,843.00
Frandino, Megan	Computer Advisor -MS	$5,843.00
Reiten, Nina	COTA Supervisor	$1,055.00
Goho, Colette	DECA Advisor	$4,975.00 split with S. Weidner
Weider, Sandra	DECA Advisor	$,4975.00 split with C. Goho
Staiger, Jessica	Dept Chairs - Guidance	$7,850.00 split with S. Turck
Turck, Sarah	Dept Chairs - Guidance	$,7850.00 split with J. Staiger
Hansen, Karen	District Nursing Coordinator	$2,878.00
Johnan, Catherine	Elem Resource - BE 1 Yearbook Advisor	$2,353.00
Heppner, Shandell	Elem Resource - BE 2 PBIS	$2,353.00 split 1/5
Johnan, Catherine	Elem Resource - BE 2 PBIS	$2,353.00 split 1/5
McGowan, Shaylin	Elem Resource - BE 2 PBIS	$2,353.00 split 1/5
Turner, Donna	Elem Resource - BE 2 PBIS	$2,353.00 split 1/5
Wood, Rachel	Elem Resource - BE 2 PBIS	$2,353.00 split 1/4
Amodeo, Bernadette	Elem Resource - BE 3 Resource Event Coordinator	$2,353.00 split 1/4
Countryman, Kristina	Elem Resource - BE 3 Resource Event Coordinator	$2,353.00 split 1/4
McLean, Kelly	Elem Resource - BE 3 Resource Event Coordinator	$2,353.00 split 1/4

Kovac, Amanda	Elem Resource - BE 3 Resource Event Coordinator	$2,353.00 split 1/4
Kovac, Amanda	Elem Resource - BE 4 Literacy Liaison	$2,353.00
Corsitto, Elizabeth	Elem Resource - BE 5 Math Liaison	$2,353.00
Hadley, Karen	Environmental Club	$1,500.00
Nelsen- Epstein, Christi	French Club - Advisor	$2,000.00
Thomas, Elizabeth	Human Rights Club	$1,500.00
Sniffen, Elaine	Liaison - HS English	$3,819.00
Stewart, Valerie	Liaison - HS Foreign Language	$3,819.00
Hamilton, Shelly	Liaison – Art	$2,614.00
Burkhardt, Jeannine	Liaison - HS Math	$3,819.00
Boyer, Erica	Liaison - HS Music	$2,614.00
Ahl, Denise	Liaison - HS PPS	$3,819.00
Via, Scott	Liaison - HS Science	$3,819.00
Hadley, Karen	Math Club (Chess Club in contract)	$2,000.00
Ryan, Nicole	Mentor Coordinator	$2,978.00
Constant, Geordarna	MS - Cabinet 1	$3,819.00
Kocher, Michael	MS - Cabinet 2	$3,819.00
LaMonda, Kevin	MS - Cabinet 3	$3,819.00
Matteson, Lori	MS - Cabinet 4	$3,819.00
Proietti, Shaina	MS - Cabinet 5	$3,819.00
Stewart, Valerie	MS - Cabinet 6	$3,819.00
Constant, Geordarna	National Junior Honor Soc Adv MS	$2,237.00
Ahl, Denise	PPS Coordinator	$4,322.00
Klercker, Katelyn	SADD Advisor	$1,000.00
Connolly, Brian	SAVI Club Advisor	$2,237.00
Sniffen, Elaine	School Newspaper Advisor	$1,500.00
Proietti, Shaina	Science Olympiad Asst Coach MS	$1,566.00
Babcock, Alyssa	Science Olympiad Coach MS	$2,756.00
Schenker, Maegan	SEL Coordinator 1	$1,118.00
Funck, Brianna	SEL Coordinator 2	$1,118.00
Gallin, Anne	Spanish Club - Advisor - HS	$2,000.00 split with R. Joslin
Joslin, Rebecca	Spanish Club - Advisor - HS	$2,000.00 split with A. Gallin
Start, Kaila	Student Affairs Council Advr - MS	$2,237.00
Connolly, Brian	Student Government HS 9-12	$2,756.00
Reimer, John	Theatre Technical Director	$5,500.00 split with S/ Murphy
Murphy, Steve	Theatre Technical Director	$5,500.00 split with J. Reimer
Weisz, Amy	TUFS Advisor MS/HS 1	$1,500.00
Schenker, Maegan	TUFS Advisor MS/HS 2	$1,500.00
Hadley, Karen	TUFS Advisor MS/HS 3	$1,500.00
Connolly, Brian	Yearbook Advisor - HS	$4,796.00

Sharon, Thomas	Baseball - Modified - Head Coach	$2,300.00
Warren, Leo	Baseball - Varsity - Head Coach	$4,700.00
Bennett, Aaron	Basketball - JV - Head Coach (Boys)	$4,300.00
Hallinan, Grace	Basketball - JV - Head Coach (Girls)	$4,300.00
Kleine, Kylie	Basketball - Modified - Head Coach (Boys)	$2,850.00
Wilens, Mark	Basketball - Varsity - Head Coach (Boys)	$5,700.00
Harkin, Brandon	Basketball - Varsity - Head Coach (Girls)	$5,700.00
Matteson, Lori	Basketball – Assistant Coach (girls) - Volunteer	$0.00
Matteson, Paige	Basketball – Assistant Coach (girls) - Volunteer	
Rushford, Michael	Fitness Room Advisor II	$2,300.00
Rushford, Michael	Fitness Room Advisor III	$2,300.00
Matteson, Eric	Football - Varsity - Assistant Coach - Volunteer	$0.00
Harkin, Brandon	Golf - Varsity - Head Coach (Girls)	$3,700.00
Occhi, Andy	Golf-Varsity-Head Coach (Boys)	$3,600.00
Peacock, John	Golf - Varsity - Assistant Coach (Boys) - Volunteer	$0.00
King, Halle	Soccer - Varsity - Assistant Coach (Boys) - Volunteer	$0.00
Kleine, Kylie	Softball - JV - Head Coach	$3,600.00
Young, Jason	Swimming Coach	$3,500.00
Duffy, John	Track - Modified - Assistant Coach	$2,150.00
Wall, Giovanna	Track - Spring - Assistant Coach	$4,000.00
King, Thomas	Track - Spring - Assistant Coach	$4,000.00
Calinda, Jason	Track - Spring - Head Coach (Boys)	$5,700.00
Burkhardt, Patrick	Track - Spring - Head Coach (Girls)	$5,700.00
King, Thomas	Track - Winter - Assistant Coach	$3,100.00
Wall, Giovanna	Track - Winter - Assistant Coach - Volunteer	$0.00
Faulkner, Todd	Wrestling - Varsity - Head Coach (boys)	$5,700.00
Lugo, Jonathan	Wrestling - Varsity - Head Coach (girls)	$5,700.00

BE IT RESOLVED, that the Board appoints: **Guerin, Tracy** certified Teaching Assistant, to a 4-year probationary period in the tenure area of Teaching Assistant at a salary of Step 3 (replacing resignation) commencing on September 1, 2026 and ending on August 31, 2030.

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Onteora Central School District hereby appoints **Jonnah O'Donnell** to the position of Director of Physical Education, Health and Athletics, in the administrative tenure area of Director of Physical Education, Health and Athletics, effective September 1, 2026, at an annual salary of $160,000.00.

BE IT FURTHER RESOLVED, that the Board of Education recognizes Ms. O'Donnell's service as Interim Director of Physical Education, Health and Athletics from August 30, 2023, through August 31, 2026, and, upon the recommendation of the Superintendent and in accordance with the applicable provisions of the New York State Education Law and the Rules of the Board of Regents, credits such service toward tenure in the administrative tenure area of Director of Physical Education, Health and Athletics.

BE IT FURTHER RESOLVED, that Jonnah O'Donnell is hereby granted tenure in the administrative tenure area of Director of Physical Education, Health and Athletics, effective September 1, 2026.

ONTEORA CENTRAL SCHOOL DISTRICT

MEMORANDUM

To: Monica LaClair, Amanda Gates

From: Bennett Elementary

Date: 07/24/2026

RE: Surplus Items

Below are items that have been deemed as surplus at the building level and ready for the Board to consider it as such.

1 – wooden office desk - Asset tag number - 13212

1 – wooden credenza/table – Asset tag number - missing

The above items are in functional condition with normal wear and tear after many years of use.

ONTEORA
WOODSTOCK ELEMENTARY

8 West Hurley Rd, Woodstock, NY 12498
ph. 845.679.2316 • fax 845.679.1207
www.onteora.k12.ny.us

SCOTT RICHARDS
WOODSTOCK ELEMENTARY SCHOOL
Woodstock Elementary Principal
srichards@onteora.k12.ny.us

July 29, 2026

The following ítems at Woodstock Elementary are in poor condition and/or no longer usable:

1 - teacher desk, tag # 2235

1 - pottery wheel, tag # 000256

1 – filing cabinet, tag # 12702

It is recommended to the Board that these ítems be declared surplus and either auctioned, recycled or disposed of.

MID-HUDSON
REGIONAL INFORMATION CENTER

KATHERINE HAMMILL
Director
Email: khammill@mhric.org
Phone Extension: 1236

175 Route 32 North • New Paltz, New York 12561 • Telephone: 845-255-1450 • www.mhric.org

July 27, 2026

Dear Superintendents,

As part of our annual process to update our records and for compliance, we ask that you review and return or file the following information, as appropriate by **September 15, 2026.**

To ensure that we are complying with the permissions of each district, annually we request that districts authorize release of data to their local BOCES, as well as update those in your district permitted to approve MHRIC services and related expenditures.

Attached please find the following:

- **Authorization to Provide Student and Assessment Data to the Local BOCES**
  Signed annually to permit the release of data to your local BOCES.

- **Service Amendment Authorization Form**
  Used to specify an individual(s) who may sign MHRIC Authorization for Services on the Superintendent's behalf.

- **2026-2027 RIC ONE ROC Board Resolution**
  In order for your district to participate in ROC, this resolution must be presented to, and approved by, your Board of Education so that your district may authorize the ROC to negotiate Data Privacy Agreements (DPAs) with vendors and third-party contractors on behalf of your school district.

- **MHRIC Contact Us Information** https://www.mhric.org/about/contact-us

In addition, please review the following policies on the Ulster BOCES website:
https://simbli.eboardsolutions.com/Policy/PolicyListing.aspx?S=170001

- Internet Acceptable Use Policy (Student) # 7151 and (Employee) # 7150.

If there have been any administrative changes within your district, please contact Donna Restaino at 845-255-1450 x1258 (drestaino@mhric.org) with the updated information.

Thank you and best wishes for the upcoming academic year.

Sincerely,

Katherine Hammill

Katherine Hammill
Director

AGREEMENT

(School Resource Officer at Onteora Central School District)

THIS AGREEMENT is made by the **COUNTY OF ULSTER**, having its principal place of business at 244 Fair Street, Kingston, New York 12401 (hereinafter referred to as the "**County**"), and the **ONTEORA CENTRAL SCHOOL DISTRICT**, with offices at 4166 State Route 28, Boiceville, New York 12412 (hereinafter referred to as the "**District**") (each, a "Party;" together, the "Parties").

WITNESSETH

WHEREAS, the County, by and through its Sheriff's Office (the "Sheriff's Office"), has the capacity to provide a Deputy Sheriff trained as a School Resource Officer ("SRO"); and

WHEREAS, it is the goal of the Sheriff's Office and the District to enter into a partnership to enhance the school environment with two (2) uniformed SROs who will serve to assist faculty and students with problems before they affect the learning environment with the following objectives:

1.) To work cooperatively with District staff to address crime and disorder problems, gangs, drug activities affecting or occurring in or around the District's elementary or secondary schools, and other issues that jeopardize the safety of students, staff, and, visitors;

2.) To work with guidance counselors and other student support staff to assist students and to provide services to students involved in situations where referrals to service agencies are necessary;

3.) To develop and/or expand crime prevention efforts for students;

4.) To develop and/or expand community justice initiatives for students;

5.) To assist District staff in training students in conflict resolution, restorative justice, and crime awareness;

6.) To make recommendations in connection with physical changes in the environment that may reduce crime in and around the District's schools;

7.) To assist the District staff in the creation of a safe school environment that is free of harm, intimidation, bullying, and weapons;

8.) To build working relationships with District staff as well as with student and parent groups;

9.) To present a positive role model of a law enforcement officer; and

10.) To change youth perception of law enforcement officers.

WHEREAS, the Chair of the County's Legislature, pursuant to Resolution No. _____of the year 2026, is authorized to execute, on behalf of the County, an agreement for the services contained herein.

NOW THEREFORE, in consideration of the promises and covenants set forth below, the Parties hereby agree as follows:

1. SCOPE OF SERVICES:

A. Attendance: The SROs shall provide services in the District each Monday through Friday when school is in session (approximately one hundred eighty-five [185] days), reporting to the District, with the exception of

vacation, sick leave, school holidays, winter and spring breaks, and the summer months when school is not in session, etc. Vacation and sick leave are defined by the bargaining unit of the Sheriff's Office. The SROs will be in attendance when students are present. Extended periods of absence by the SROs, such as vacation, will take place only during school holidays or breaks.

B. Responsibilities of the SROs:

i. The SROs shall move freely at various locations in the District during the beginning of the day, during class breaks, lunches, and at the end of the school day to develop a positive rapport with students. The SROs shall position themselves in locations as requested by the District or, in the absence of such requests, in such building or location as the SROs shall deem necessary and appropriate to fulfill the responsibilities set forth herein:

ii. Assist in mediating negative situations in student-to-student and student-to-staff interactions;

iii. Investigate negative situations and fights as requested by District administration;

iv. Develop building-specific safety/security assessments;

v. Enforce the importance of school attendance for students working with truant students and their families, and by making home visits with District personnel when requested;

vi. Advise staff on issues of gang culture, drug use, and violence being introduced in the school environment;

vii. Assist in identifying students who are positive role models and can be trained to develop skills as peer mediators;

viii. Lecture and/or team teach and plan with staff when appropriate;

ix. Educate students about the forms of intimidation, bullying, and harassment;

x. Assist in staff development and training in issues like recognition of students under the influence of drugs and alcohol and introduction of gang formation and behavior into the school environment;

xi. Speak with parent groups on topics of school safety, drugs, alcohol, gang violence, and bullying;

xii. Use discretion in divulging confidential information exchanged between parents, teachers, social workers, social services, and fellow officers;

xiii. Cooperate in any disciplinary actions taken by the District in connection with New York State Education Law Section 3214; and

xiv. Comply with New York State fingerprinting requirements.

C. Financial Reporting: The financial reporting will be completed by the Sheriff's Office for the Term of this Agreement.

D. Supervision and Responsibility of the SROs: The SROs shall report directly to the Assistant Superintendent for business, who in turn is supervised by the Superintendent of Schools. The SROs will work directly with the building Principals on a day-to-day basis regarding situations and relationships in each of the District's schools. The SROs shall be subject to the District's policies and procedures when performing functions at the District's schools, unless otherwise provided in this Agreement. The District shall provide training in school policies, regulations, and procedures, including FERPA. The SROs will also be under direct supervision of a Sheriff's Lieutenant who will oversee the activities, actions and performance of the SROs.

E. Delineation of Decision Making/Chain of Command: It is the policy of the Sheriff's Office that Deputy Sheriffs report to a Sergeant. Due to the unique situation of a Deputy Sheriff being physically situated in a school setting, the chain of command for the SROs will be assigned to a Lieutenant, as stated in subparagraph D above ("Supervision and Responsibility of the SROs").

2. **TERM OF AGREEMENT:** This Agreement shall take effect on **September 1, 2026**, and shall continue in full force and in effect until **June 30, 2027** (the "Term"), unless terminated at an earlier date as provided in paragraph 4 below ("Termination"). This Agreement shall be renegotiated each school year, prior to April 15th, in order to allow the cost to be included in the development of the District's annual budget.

3. **PAYMENT:** The District agrees to pay the County an amount equal to the actual salary and benefits of the SROs during the Term of this Agreement for services to be performed by the County hereunder and as indicated on the Schedule A, which is attached hereto and made a part thereof. The County shall submit invoices to the District according to the schedule described in the Schedule A, and the District shall make payment of the amount of each invoice within thirty (30) days of receipt of such.

4. **TERMINATION:** Either Party may terminate this Agreement immediately upon notice to the other Party, in the event either Party fails to comply with the terms of this Agreement in any material respect and such failure not being cured within thirty (30) days after receipt of notice by the other Party describing such failure.

   Either Party may terminate this Agreement without cause, upon sixty (60) days written notice to the other Party.

5. **NOTICES:** All notices shall be in writing and sent by certified mail, registered mail, overnight mail, courier or transmitted by facsimile, to the addresses indicated on the first page of this Agreement, or such other address as either Party may indicate by at least thirty (30) days prior written notice to the other Party.

6. **INSURANCE:** The District shall maintain or cause to be maintained in full force and effect during the term of this Agreement, at its expense, insurance with stated minimum coverage as set forth in the Schedule B, which is attached hereto and is hereby made a part of this Agreement.

7. **INDEMNIFICATION OF COUNTY:** The District agrees to defend, indemnify, and hold harmless the County, including its officials, employees, and agents, against all claims, losses, damages, liabilities, costs, and expenses (including without limitation, reasonable attorney fees and costs of litigation and/or settlement), arising out of the services performed pursuant to this Agreement, which the County, or its officials, employees, or agents, may suffer by reason of any negligence, fault, act, or omission of the District, its employees, representatives, subcontractors, assignees, or agents.

8. **INDEMNIFICATION OF BOARD:** The County agrees to defend, indemnify and hold harmless the County, including its officials, employees, and agents, against all claims, losses, damages, liabilities, costs, and expenses (including without limitation, reasonable attorney fees and costs of litigation and/or settlement), arising out of the services performed pursuant to this Agreement, which the District, or its officials, employees, or agents, may suffer by reason of any negligence, fault, act or omission of the County, its employees, representatives, subcontractors, assignees, or agents.

9. **INDEPENDENT CONTRACTOR:** Each Party agrees to be solely responsible for all matters relating to compensation of its employees, including, compliance with local State and Federal laws governing its personnel, including worker's compensation, Social Security, withholding and payment of any and all Federal, State, and local personal income taxes, disability insurance, unemployment, and any other taxes for such persons, including any related employer assessment or contributions required by law, and all other regulations governing such matters, and the payment of all salary, vacation, and other employee benefits.

10. **NO ARBITRATION:** Any and all disputes involving this Agreement, including the breach or alleged breach thereof, may not be submitted to arbitration unless specifically agreed thereto in writing by the Chair of the County Legislature and the County's Director of General Services, in consultation with the Ulster County Attorney or designee, but must instead only be heard in the Supreme Court of the State of New York, with venue in Ulster County or if appropriate, in the Federal District Court with venue in the Northern District of New York,

Albany Division.

11. **CORPORATE COMPLIANCE:** The District agrees to comply with all Federal, State, and local laws, rules and regulations governing the provision of goods and/or services under this Agreement. In particular, the District agrees to comply with the laws, rules, and regulations of the County, as well as with its Compliance Plan (the "Plan"). The Plan can be viewed at https://ulstercountyny.gov/ulster-county-compliance-plan. Alternatively, a hard copy of the Plan will be provided upon the District's request. The District represents and warrants that it has read and understands the Plan and agrees to abide by its terms. The County may terminate this Agreement, in whole or in part, at any time for the District's failure to comply with the County's Plan. The District shall ensure that each individual who provides such services under this Agreement is provided with a copy of the Plan or given access to the Plan. The County strongly encourages all healthcare providers contracting with the County to implement their own compliance programs that address each of the elements of compliance recommended by the Office of the Inspector General as well as the elements as recommended and/or mandated by New York State Office of the Medicaid Inspector General.

    The County will conduct appropriate screening of providers, independent contractors, vendors, and agents to ensure and verify that they have not been sanctioned and/or excluded by any Federal or State enforcement, regulatory, or licensing authority. The county will also verify that entities and businesses that provide and/or perform services for the County have not been the subject of adverse governmental actions and/or excluded from the Federal healthcare programs.

12. **NO ASSIGNMENT BY DISTRICT WITHOUT CONSENT:** This Agreement may not be assigned by the District nor its rights, title or interest therein assigned, transferred, conveyed, sublet, or disposed of without the previous written consent of the County and any attempt to do so without first obtaining such written consent shall be void and of no force and effect.

13. **GOVERNING LAW:** The Agreement and the performance of the Parties hereunder shall be governed by and construed in accordance with the laws of the State of New York.

14. **MODIFICATIONS TO BE IN WRITING:** No changes, amendments, or modifications of any of the terms and/or conditions of the Agreement shall be valid unless reduced to writing and signed by the Parties to this Agreement. Changes in the scope of services in this Agreement shall not be binding, unless prior to the performance of any such services, the Chair of the Ulster County Legislature or the County's Director of General Services, after consultation with the Ulster County Attorney or designee, executes an amendment or modification to this Agreement, which amendment or modification shall specifically set forth the scope of such extra or additional services, the amount of compensation, and extension of time for performance, if any, for any such services. Unless otherwise provided for herein, the provisions of this Agreement shall apply with full force and effect to the terms and conditions contained in such amendment or modification.

15. **ENTIRE AGREEMENT:** The rights and obligations of the Parties and their respective agents, successors, and assignees shall be subject to and governed by this Agreement, which supersede any other understandings or writings between or among the Parties of this Agreement.

REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK
SIGNATURE PAGE TO FOLLOW

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to enter into this Agreement as of the dates set forth below, effective as of the beginning date set forth in Article 2 above.

ULSTER COUNTY SHERIFF'S OFFICE
(Approved as to content)

By: _____
NAME: Juan J. Figueroa
TITLE: Sheriff
DATE: _____

COUNTY OF ULSTER

By:_____
NAME: Peter J. Criswell
TITLE: Chairperson, Ulster County Legislature
DATE: _____

ONTEORA CENTRAL SCHOOL DISTRICT

By: _____
NAME: Victoria McLaren
TITLE: Superintendent
DATE: _____

SCHEDULE A
SCOPE OF SERVICES

1. The District agrees to pay the County an amount **not-to-exceed TWO HUNDRED EIGHTY THOUSAND, SEVEN HUNDRED TWENTY and 41/100 ($280,720.41) DOLLARS** during the Term of this Agreement.

2. The County shall submit invoices to the District, as follows:

INVOICE DATE	INVOICE PERIOD	INVOICE AMOUNT
JANUARY 15, 2027	SEPT. 1, 2026 - DEC. 31, 2026	$93,573.47
APRIL 15, 2027	JAN. 1, 2027 - MAR. 31, 2027	$93,573.47
JULY 15, 2027	APR. 1, 2027 - JUNE 30, 2027	$93,573.47
	TOTAL:	**$280,720.41**

3. The District agrees to make payment within thirty (30) days of the date of the invoice submitted by the County.

4. The District agrees to permit the SROs use of the Electric Vehicle (EV) Charging Station and Car Wash during working hours.

PLEASE BRING THESE INSURANCE REQUIREMENTS TO YOUR INSURANCE AGENT TO ENSURE PROPER COVERAGE AND LIMITS ARE IN PLACE. FAILURE TO PROVIDE CERTIFICATE(S) OF INSURANCE EVIDENCING REQUIREMENTS BELOW, SHALL DELAY CONTRACT EXECUTION.

SCHEDULE B
COUNTY OF ULSTER CONTRACT INSURANCE REQUIREMENTS

I. CONDITIONS OF INSURANCE

Unless otherwise authorized by the Ulster County Insurance Officer, strict adherence to this schedule is required. Any deviation without prior authorization from the County's Department of Risk Management will result in a delay in the finalization of this Agreement.

The District shall submit copies of any or all required insurance documents as and when requested by the County. Upon policy renewal, the District shall submit updated insurance policy information.

II. CERTIFICATES OF INSURANCE

The District shall file with the County's Department of Risk Management, prior to commencing work under this Agreement, all proper Certificates of Insurance.

The Certificates of Insurance shall include:

a. Name and address of Insured
b. Issue date of certificate
c. Insurance company name
d. Type of coverage in effect
e. Policy number
f. Inception and expiration dates of policies included on the certificate
g. Limits of liability for all policies included on the certificate
h. **"Certificate Holder" for all certificates shall be the County of Ulster, P.O. Box 1800, Kingston, New York 12402-1800.**

If the District's insurance policies should be non-renewed or canceled, or should expire during the life of this Agreement, the County shall be provided with a new certificate indicating the replacement policy information as requested above. The County requires thirty (30) days prior written notice of cancellation ten (10) days for non-payment of premium from the Insurer, its agents or representatives.

The District agrees to indemnify the County of Ulster for any applicable deductibles and self-insured retentions.

III. WORKERS' COMPENSATION AND DISABILITY INSURANCE

The District shall take out and maintain during the life of this Agreement, Workers' Compensation (WC) Insurance and Disability Benefits (DB) Insurance, for all of its employees employed at the site of the project, and shall provide Certificates of Insurance evidencing this coverage to the County's Department of Risk Management.
If the District is not required to carry such insurance, the Vendor must submit form CE-200 attesting to the fact that it is exempt from providing WC and/or DB Insurance coverage for all of its employees.

The manner of proof related to WC and DB Insurance is controlled by New York State Laws, Rules and Regulations. "ACORD" forms are not acceptable proof of WC and/or DB Insurance.

IV. WORKERS' COMPENSATION REQUIREMENTS

To assist the State of New York and municipal entities in enforcing WCL Section 57, a business entity (the District) seeking to enter into a contract with a municipality (the County) must provide one of the following forms to the municipal entity with which it is entering into a contract. The Vendor should contact their insurance agent to obtain acceptable proof of WC coverage:

- Form C-105.2 – "Certificate of NYS Workers' Compensation Insurance" or
- Form U-26.3 – "Certificate of Workers' Compensation Insurance" issued by the New York State Insurance Fund

or

- Form SI-12 – "Affidavit Certifying that Compensation has Been Secured" issued by the Self-Insurance Office of the Workers' Compensation Board if the Vendor is self-insured or
- Form GSI-105.2 – "Certificate of Participation in Workers' Compensation Group Self-Insurance" issued by the Self-Insurance administrator of the group or
- Form GSI-12 – "Certificate of Group Workers' Compensation Group Self-Insurance" issued by the Self-Insurance Office of the Workers' Compensation Board if the Vendor is self-insured.

If the District is not required to carry WC coverage, it must submit Form CE-200, "Certificate of Attestation of Exemption" from New York State Workers' Compensation and/or Disability Benefits Insurance Coverage. This form and the instructions for completing it are available at http://www.wcb.ny.gov

V. DISABILITY BENEFITS REQUIREMENTS

To assist the State of New York and municipal entities in enforcing WCL Section 220(8), a business entity (the District) seeking to enter into a contract with a municipality (the County) must provide one of the following forms to the municipal entity with which it is entering into a contract. The Vendor should contact their insurance agent to obtain acceptable proof of DB Insurance Coverage:

- Form DB-120.1 – "Certificate of Insurance Coverage Under the NYS Disability Benefits Law" or
- Form DB-155 – "Compliance with Disability Benefits Law" issued by the Self-Insurance Office of the Workers' Compensation Board if the Vendor is self-insured.

If the District is not required to carry DB Insurance coverage, it must submit Form CE-200, "Certificate of Attestation of Exemption" from New York State Workers' Compensation and/or Disability Benefits Insurance Coverage. This form and the instructions for completing it are available at http://www.wcb.ny.gov

VI. COMMERCIAL GENERAL LIABILITY INSURANCE

The District shall take out and maintain during the life of this Agreement, such bodily injury liability and property damage liability insurance as shall protect it and the County from claims for damages for bodily injury including accidental death, as well as from claims for property damage that may arise from operations under this Agreement, whether such operations be by the Vendor, by any subcontractor, or by anyone directly or indirectly employed by either of them.

It shall be the responsibility of the District to maintain such insurance in amounts sufficient to fully protect itself and the County, but in no instance shall amounts be less than the minimum acceptable levels of coverage set forth below:

- Bodily Injury Liability and Property Damage Liability Insurance in an amount not less than **ONE MILLION AND 00/100 ($1,000,000.00) DOLLARS** for each occurrence, and in an amount not less than **TWO MILLION AND 00/100 ($2,000,000.00) DOLLARS** general aggregate.

Other Conditions of Commercial General Liability Insurance:

a. Coverage shall be written on Commercial General Liability form.
b. Coverage shall include:
   1. Contractual Liability
   2. Independent Contractors
   3. Products and Completed Operations
c. "Additional Insured" status shall be granted to "County of Ulster, P.O. Box 1800, Kingston, New York, 12402-1800", shown on the Commercial General Liability policy, further stating that this insurance shall be primary and non-contributory with any other valid and collectable insurance.

VII. UMBRELLA LIABILITY OR EXCESS LIABILITY INSURANCE

Umbrella Liability or Excess Liability Insurance shall be provided by the District in an amount not less than **TWO MILLION AND 00/100 ($2,000,000.00) DOLLARS.**

NOTE: As long as all minimum underlying limits have been met, insurance limits may be a total combined limit of the Umbrella/Excess Liability limits and the underlying liability insurance limits.

The Umbrella/Excess Liability coverage MUST be written on a follow-form (drop down) basis to the underlying insurance coverage with no additional exclusions.

"Additional Insured" status shall be granted to "County of Ulster, P.O. Box 1800, Kingston, New York, 12402-1800", shown on the Umbrella policy, further stating that this insurance shall be primary and non-contributory with any other valid and collectable insurance.

VIII. AUTOMOBILE LIABILITY INSURANCE

Automobile Bodily Injury Liability and Property Damage Liability Insurance shall be provided by the District, with a minimum Combined Single Limit (CSL) of ONE MILLION AND 00/100 ($1,000,000.00) DOLLARS.

Coverage shall include:

a. All owned vehicles
b. Any hired automobile
c. Any non-owned automobile
d. "Additional Insured" status shall be granted to "County of Ulster, P.O. Box 1800, Kingston, New York, 12402-1800", shown on the Auto Liability policy, further stating that this insurance shall be primary and non-contributory with any other valid and collectable insurance.

IX. PROFESSIONAL LIABILITY INSURANCE (e.g. MALPRACTICE, MEDIA LIABILITY, ERRORS & OMISSIONS INSURANCE)

[ ] If this box is checked, Professional Liability Insurance shall be provided by the Vendor in an amount not less than **ONE MILLION AND 00/100 ($1,000,000.00) DOLLARS** for each occurrence and in an amount of not less than **TWO MILLION AND 00/100 ($2,000,000.00) DOLLARS** general aggregate.

X. CYBER LIABILITY INSURANCE

[ ] If this box is checked, Cyber Liability Insurance shall be provided by the Vendor in an amount not less than **FIVE MILLION AND 00/100 ($5,000,000.00) DOLLARS** for each occurrence and in an amount of not less than **FIVE MILLION AND 00/100 ($5,000,000.00) DOLLARS** general aggregate. **Copies of policy must be submitted with certificate of insurance.**

XI. SEXUAL ABUSE & MOLESTATION COVERAGE

[ ] If this box is checked, Sexual Abuse & Molestation Coverage shall be provided by the Vendor in an amount not less than **ONE MILLION AND 00/100 ($1,000,000.00) DOLLARS** for each occurrence and in an amount of not less than **TWO MILLION AND 00/100 ($2,000,000.00) DOLLARS** general aggregate.

ADDENDUM TO MASTER SERVICE AGREEMENT

STATEMENT OF WORK

Client Name: Onteora Central School District

Site Location(s): 4166 Route 28, P.O. Box 300, Boiceville, NY 12412

Start Date: Existing client, updated pricing effective July 1, 2026

HPW: 60

Job Number: 1517450

Schedule: FT 7a-3p M-F, PT 1:30p-5:30p M-F

Scope of Services: Unarmed security guard services

Site Point of Contact: Monica LaClair
Contact Information: 845-657-6383 Ext 1031

Type of Officer: Armed: ____ Unarmed: __X__ Permanent: __X__ Temporary: _____

Other Weekly Charges: Tracking System: _____ Radio Rental: _____ Mileage: _____ Patrol: _____

Client Equipment: _____

Arrow Equipment: _____

Equipment Purchase Charge: $_____

Special Requirements: _____

07.01.2026 – 06.30.2027		
Job Description	**Per Hour Regular Bill Rates**	**Per Hour Overtime/Holiday Bill Rate***
Security Officer II	$36.00	$54.00

***Provision Covering Over Time, Double/Special Rates:** Arrow will charge overtime at the rate of time and one half for all hours worked in excess of 40 hours per week (per officer) when overtime is at the EXPRESS REQUEST of Client and for work performed on 8 holidays as follows: New Year's Day, President's Day, Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day & Christmas Day. Above rates do not include sales tax, if applicable

THIS SOW IS SUBJECT TO THE TERMS AND CONDITIONS SET FORTH IN THE MSA. BY SIGNING THIS SOW, YOU ACKNOWLEDGE YOU HAVE READ THE MSA, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS AND CONDITIONS AND THIS SOW. FURTHER, YOU AGREE THE MSA AND THIS SOW WILL BE THE COMPLETE AND EXCLUSIVE STATEMENT OF THE AGREEMENT BETWEEN THE PARTIES WITH RESPECT TO THE SERVICES PROVIDED UNDER THIS SOW, SUPERSEDING ALL PRIOR PROPOSALS OR PRIOR AGREEMENTS, ORAL OR WRITTEN, AND ALL OTHER PRIOR COMMUNICATIONS BETWEEN THE PARTIES RELATING TO THE SUBJECT MATTER HEREOF.

IN WITNESS WHEREOF, the parties have signed and delivered this SOW on the date set forth below. If this SOW is not executed by Client, acceptance by Client of services performed by Arrow shall constitute acceptance by Client of all of the terms and conditions contained herein. Arrow Sales representatives are not authorized to sign this SOW on behalf of Arrow. This SOW shall not become binding upon Arrow until executed by an authorized officer of Arrow, which shall include only a President, Chief Operating Officer or Chief Financial Officer of Arrow.

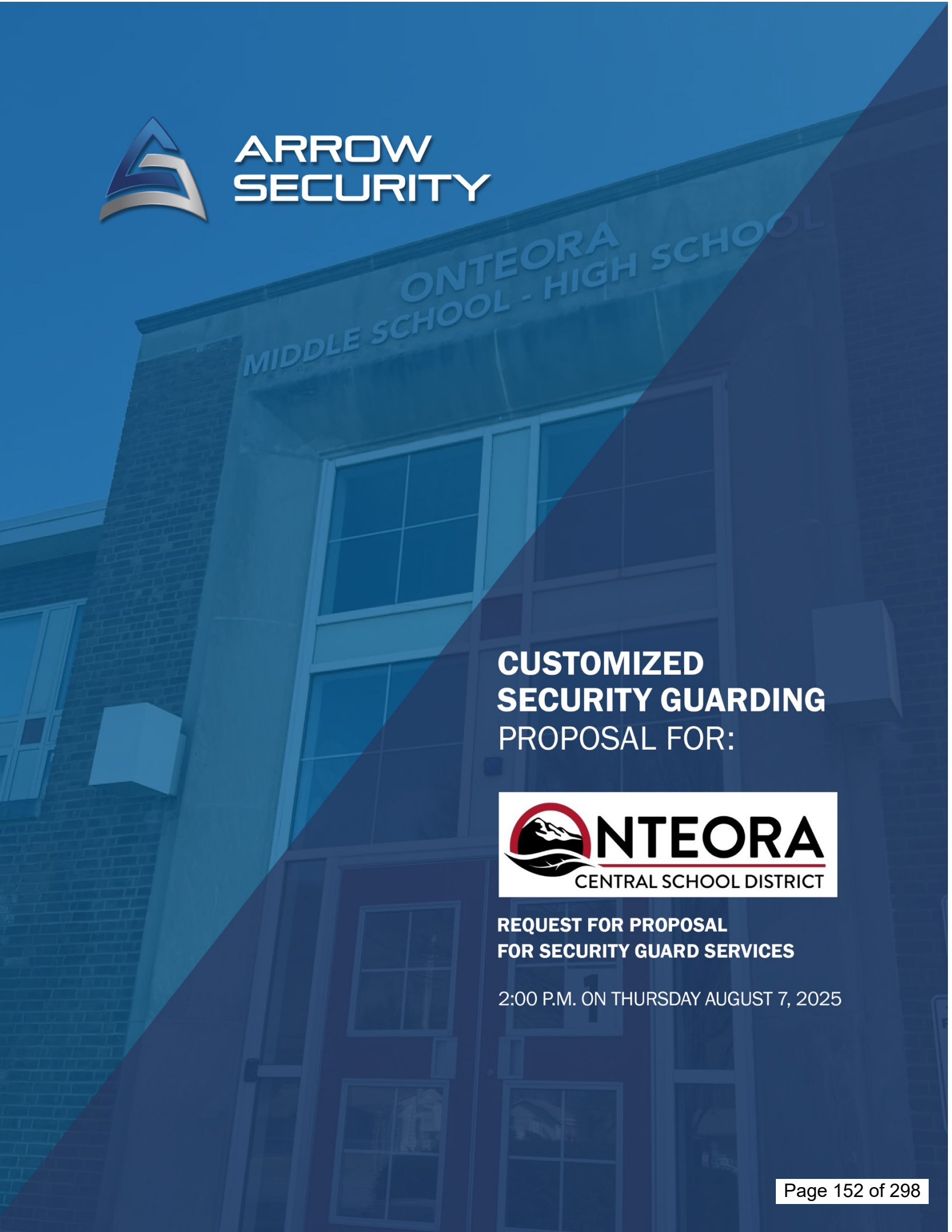
Dated: _____

ARON SECURITY, INC. d/b/a ARROW SECURITY

By: _____
Name: Brendon McDonald
Title: Senior Vice President and Chief Financial Officer

Onteora Central School District

By: _____
Name:
Title:



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

ARROW SECURITY

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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ARROW SECURITY

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

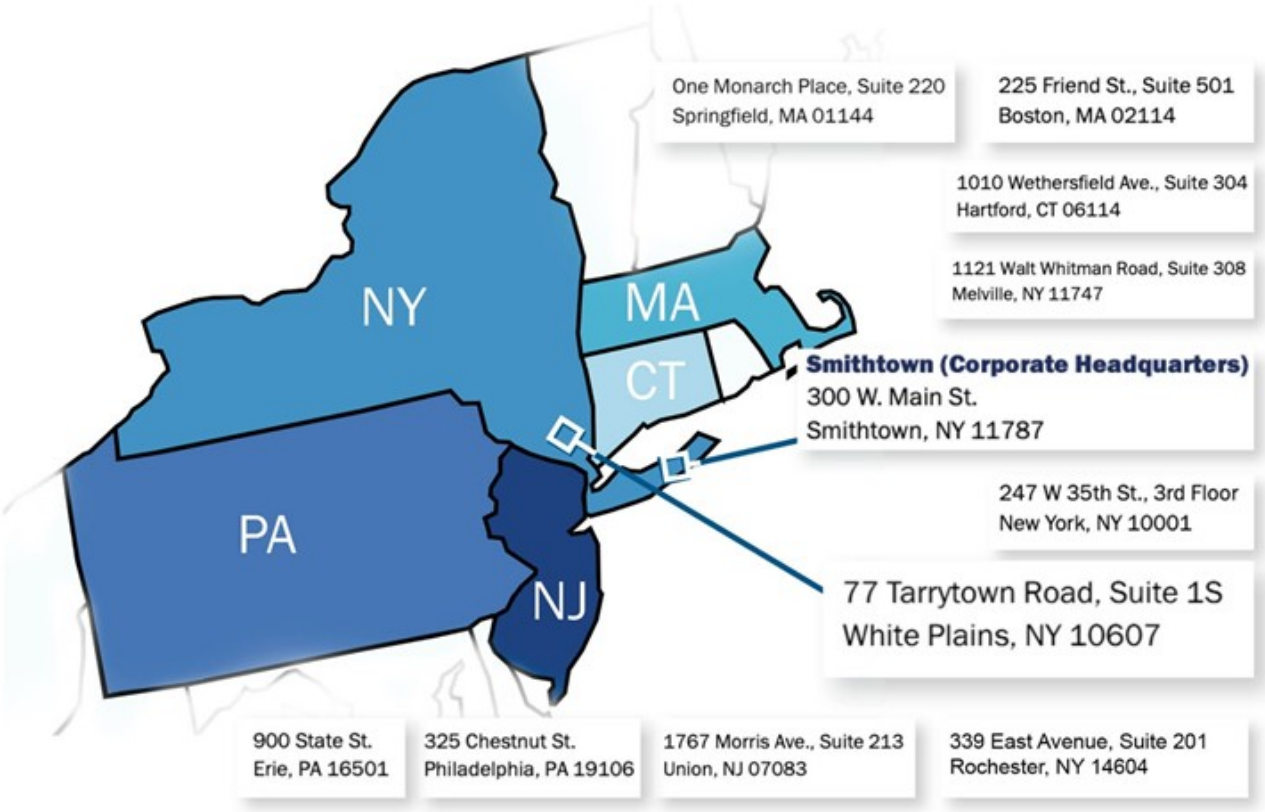
Company Mission Statement

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

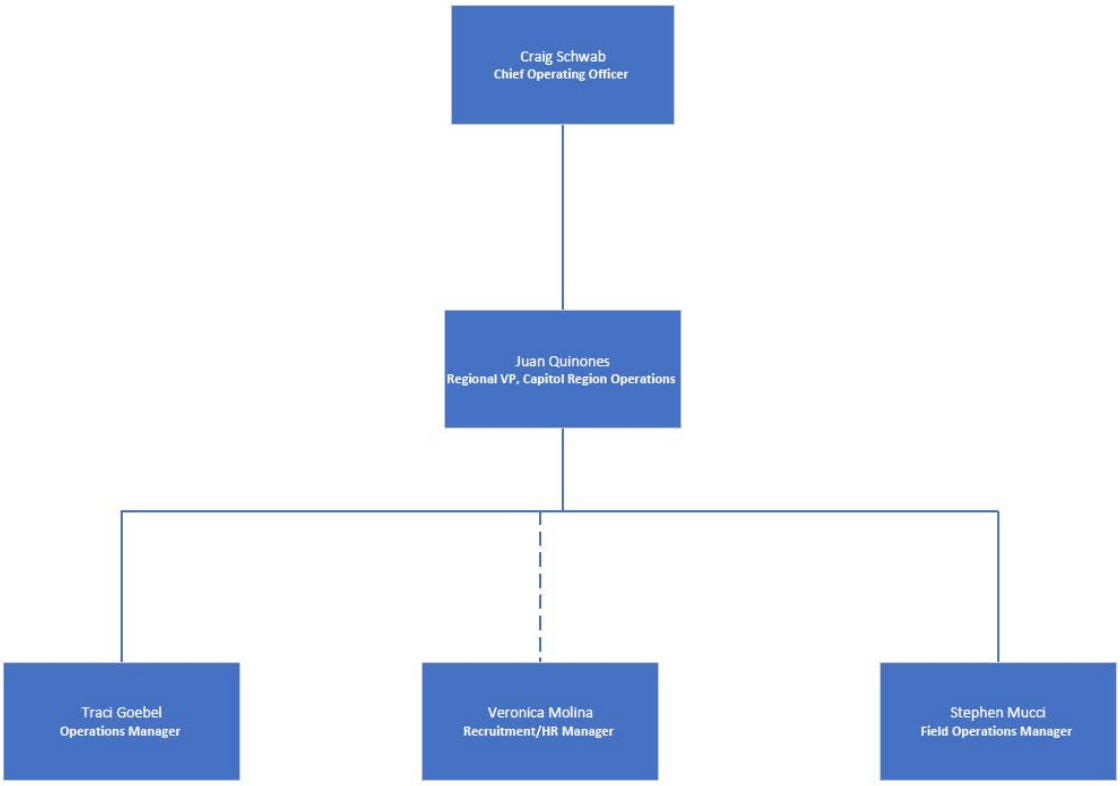
Account Manager

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.

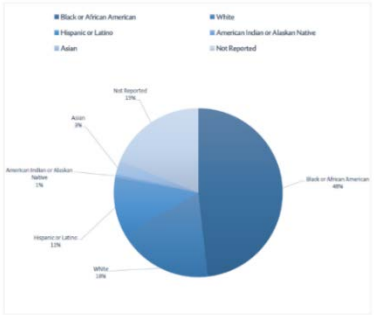
All Security Officers will undergo a comprehensive screening process to ensure full compliance with New York State law and Onteora Central School District requirements. This includes:

- 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

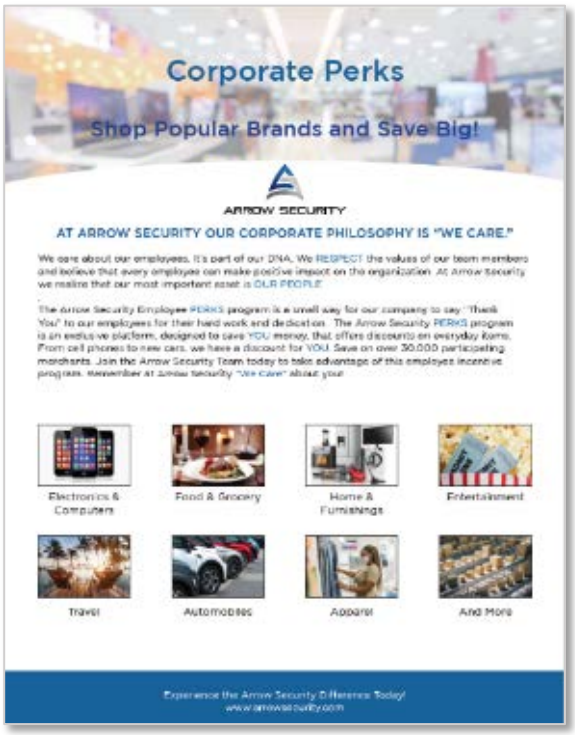
We offer our employees a “Perks” Program that provides discounts on everyday items.

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

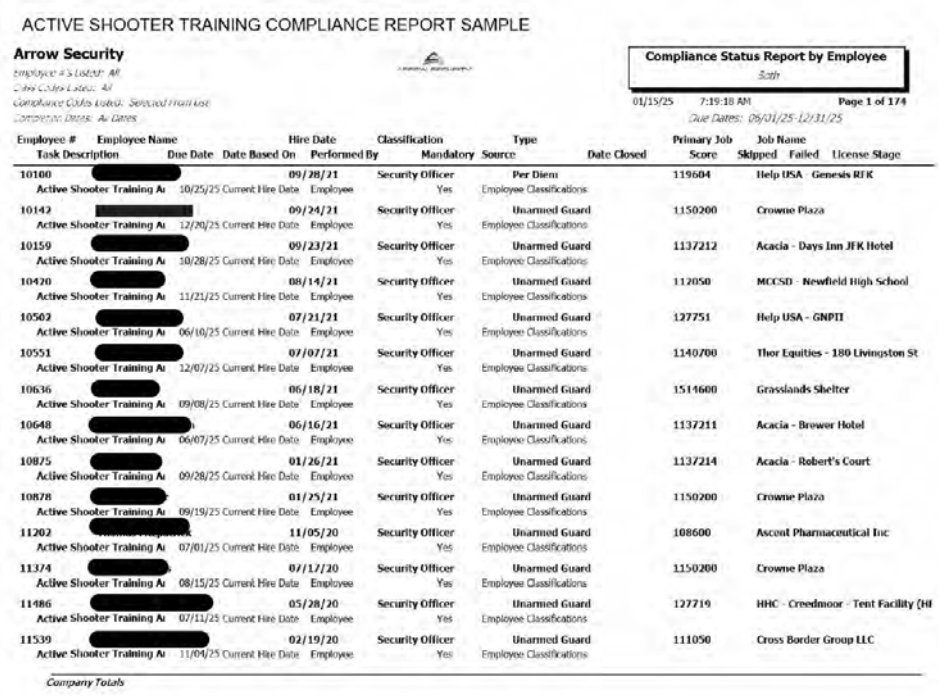
Arrow Field Inspectors/Supervisors and Operations Managers inform Security Officers of changing conditions and current events. They provide mentoring and guidance to on-site security personnel, improving professionalism, morale, and performance. Supervisor Development Training includes:

- 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

Sorted

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Due Dates: 06/01/25-12/31/25

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.



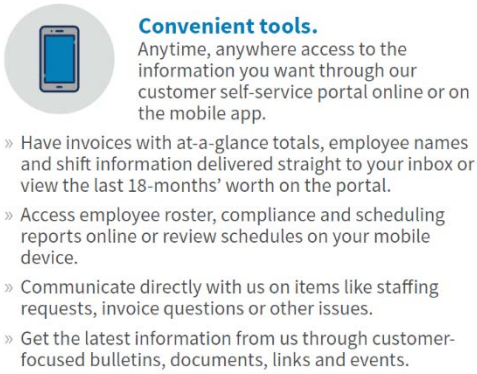
Immediate updates and verification on incidents and patrolling

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.

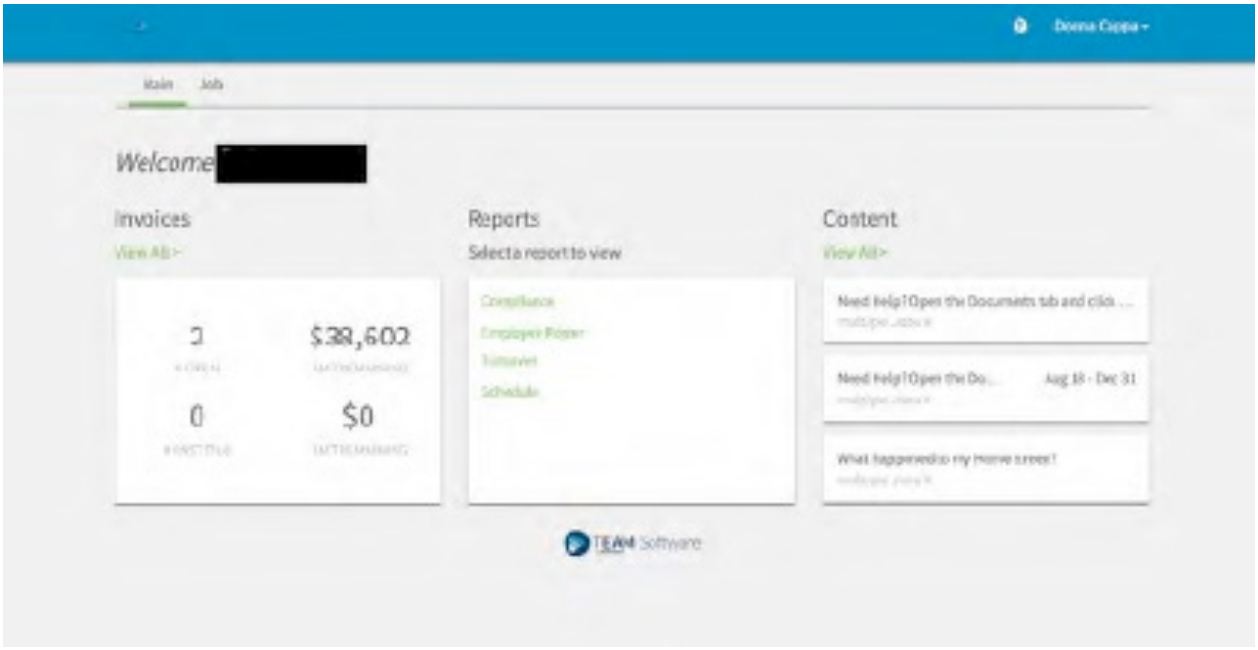
Employee payroll and client billing are tied directly to our Officer check-in/check-out WinTeam software. This helps ensure accurate payroll and billing. Arrow Security maintains daily time logs, including Security Officer names, post locations, starting and ending times, and total hours worked.



- 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

01/15/25 7:47:15 AM Page 4 of 4

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	Payne	Payne	Payne	Payne	Goris	xxxxxxxxxxxxx	xxxxxxxxxxxxx
		08:30 - 16:30		Jahiem J	Jahiem J	Jahiem J	Jahiem J	Jason	xxxxxxxxxxxxx	xxxxxxxxxxxxx
		8.00	08:30 - 16:30	08:30-16:30	08:30-16:30	08:30-16:30	08:30-16:30	08:30-16:30		
			8.00	8.00	8.00	8.00	8.00	8.00		
Lobby Desk #2		2nd	1	Contreras	Contreras	Contreras	Contreras	Contreras	xxxxxxxxxxxxx	xxxxxxxxxxxxx
		15:00 - 23:00		Winston A	Winston A	Winston A	Winston A	Winston A	xxxxxxxxxxxxx	xxxxxxxxxxxxx
		8.00	15:00 - 23:00	15:00-23:00	15:00-23:00	15:00-23:00	15:00-23:00	15:00-23:00		
			8.00	8.00	8.00	8.00	8.00	8.00		
Lobby Desk #2		8	1	xxxxxxxxxxxxx	xxxxxxxxxxxxx	xxxxxxxxxxxxx	xxxxxxxxxxxxx	Jean-Louis	Jean-Louis	xxxxxxxxxxxxx
		23:00 - 11:00		xxxxxxxxxxxxx	xxxxxxxxxxxxx	xxxxxxxxxxxxx	xxxxxxxxxxxxx	Matialdo	Matialdo	xxxxxxxxxxxxx
		12.00						23:00-11:00 >	23:00-11:00 >	
								1.00 | 11.00	1.00 | 11.00	11.00
Lobby Desk #2		8	1	xxxxxxxxxxxxx	xxxxxxxxxxxxx	xxxxxxxxxxxxx	Jean-Louis	xxxxxxxxxxxxx	xxxxxxxxxxxxx	xxxxxxxxxxxxx
		23:00 - 07:00		xxxxxxxxxxxxx	xxxxxxxxxxxxx	xxxxxxxxxxxxx	Matialdo	xxxxxxxxxxxxx	xxxxxxxxxxxxx	xxxxxxxxxxxxx
		8.00					23:00-07:00 >			
							1.00 | 7.00	7.00		
Post Total	216.00			64.00	32.00	32.00	33.00	40.00	24.00	23.00
Special: Construction - Securi		1st	1	Foster	Foster	Foster	Foster	Foster	xxxxxxxxxxxxx	xxxxxxxxxxxxx
		06:00 - 14:00		Ignacio A	Ignacio A	Ignacio A	Ignacio A	Ignacio A	xxxxxxxxxxxxx	xxxxxxxxxxxxx
		8.00	06:00 - 14:00	06:00-14:00	06:00-14:00	06:00-14:00	06:00-14:00	06:00-14:00		
			8.00	8.00	8.00	8.00	8.00	8.00		
Special: Construction - Securi		1st	2	Nesmith	Nesmith	Nesmith	Nesmith	Nesmith	xxxxxxxxxxxxx	xxxxxxxxxxxxx
		06:00 - 14:00		Wayne A	Wayne A	Wayne A	Wayne A	Wayne A	xxxxxxxxxxxxx	xxxxxxxxxxxxx
		8.00	06:00 - 14:00	06:00-14:00	06:00-14:00	06:00-14:00	06:00-14:00	06:00-14:00		
			8.00	8.00	8.00	8.00	8.00	8.00		
Special: Construction - Securi		1st	1	Nixon	Nixon	Nixon	Nixon	Nixon	xxxxxxxxxxxxx	xxxxxxxxxxxxx
		07:00 - 15:00		Ahsley J	Ahsley J	Ahsley J	Ahsley J	Ahsley J	xxxxxxxxxxxxx	xxxxxxxxxxxxx
		8.00	06:00 - 14:00	06:00-14:00	06:00-14:00	06:00-14:00	06:00-14:00	06:00-14:00		
			8.00	8.00	8.00	8.00	8.00	8.00		
Post Total	120.00			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.

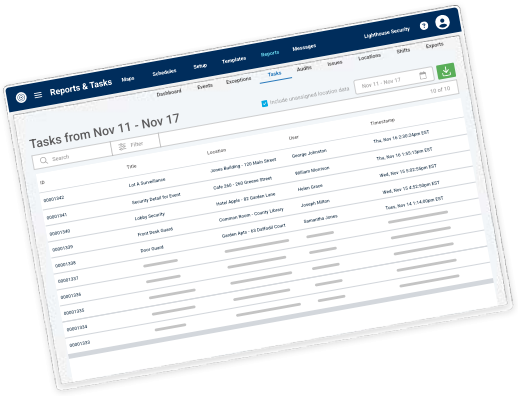
Corrective Action Plans

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.



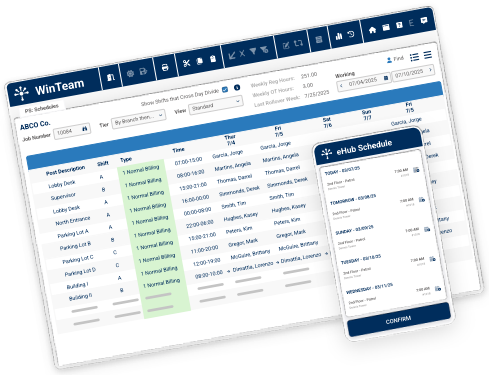
Technology-Driven Real-Time Reporting

- **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**

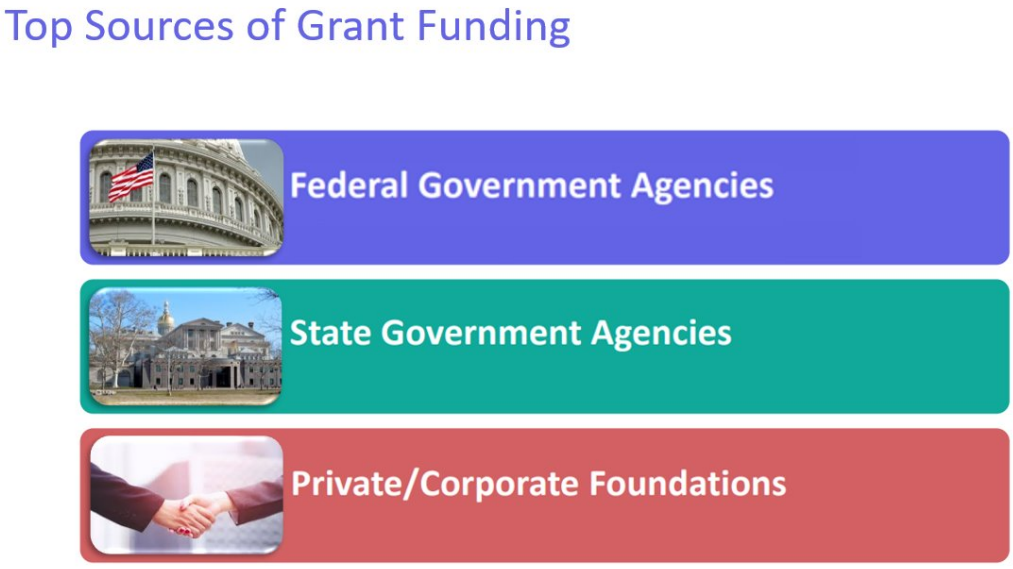


Please note: Arrow Security is not responsible for any suggestions not implemented

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

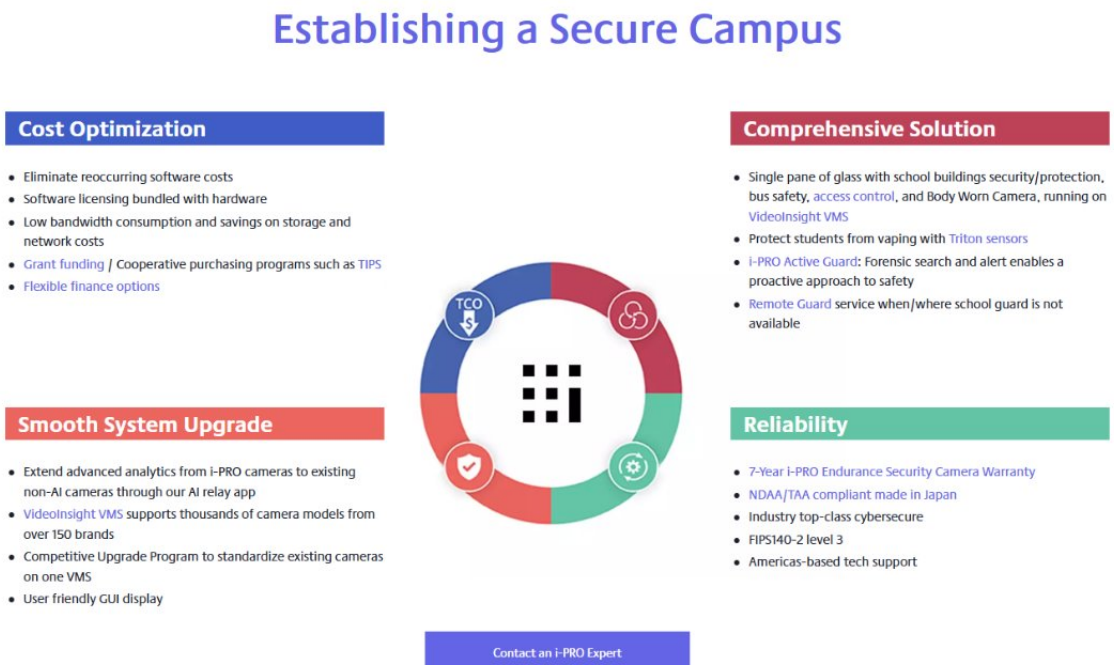
Grants Office's Funding Consultants provided **Funder Prospecting, Project Development Consultation, and Review / Editing of the district's application prior to submission.**

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

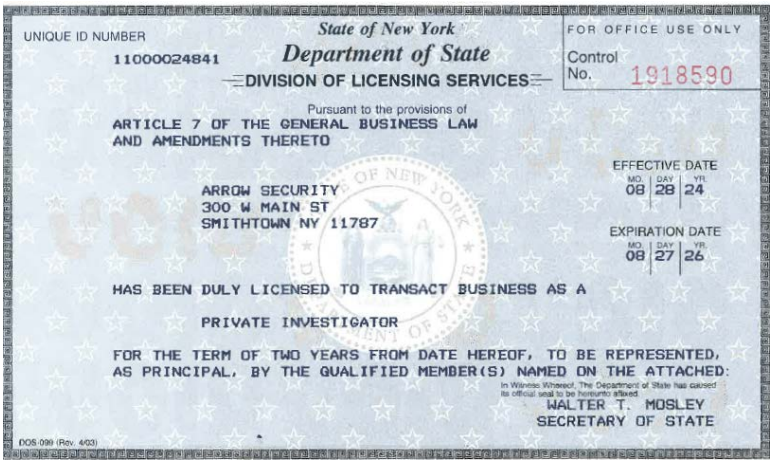
Pricing Notes:

- 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



UNIQUE ID NUMBER 11000024841

State of New York
Department of State
DIVISION OF LICENSING SERVICES

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

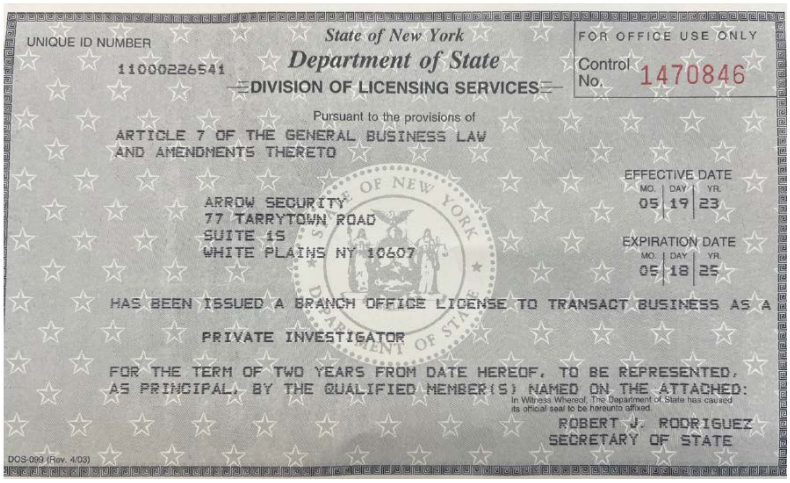
PRIVATE INVESTIGATOR

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)



UNIQUE ID NUMBER 11000226541

State of New York
Department of State
DIVISION OF LICENSING SERVICES

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

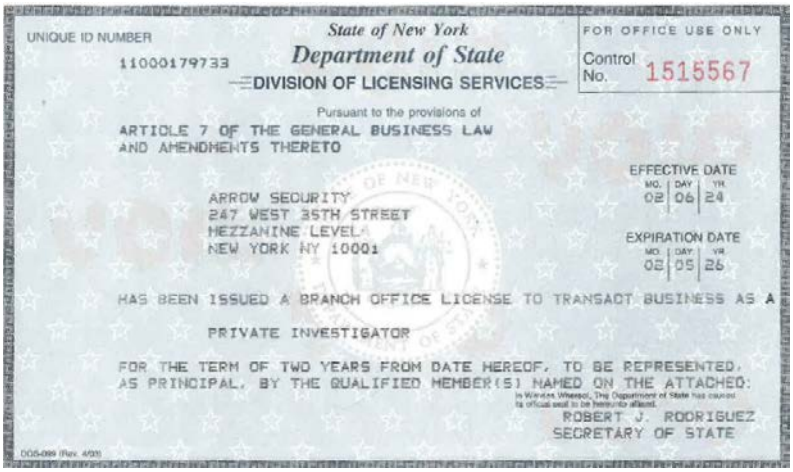
PRIVATE INVESTIGATOR

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)



UNIQUE ID NUMBER 11000179733

State of New York
Department of State
DIVISION OF LICENSING SERVICES

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

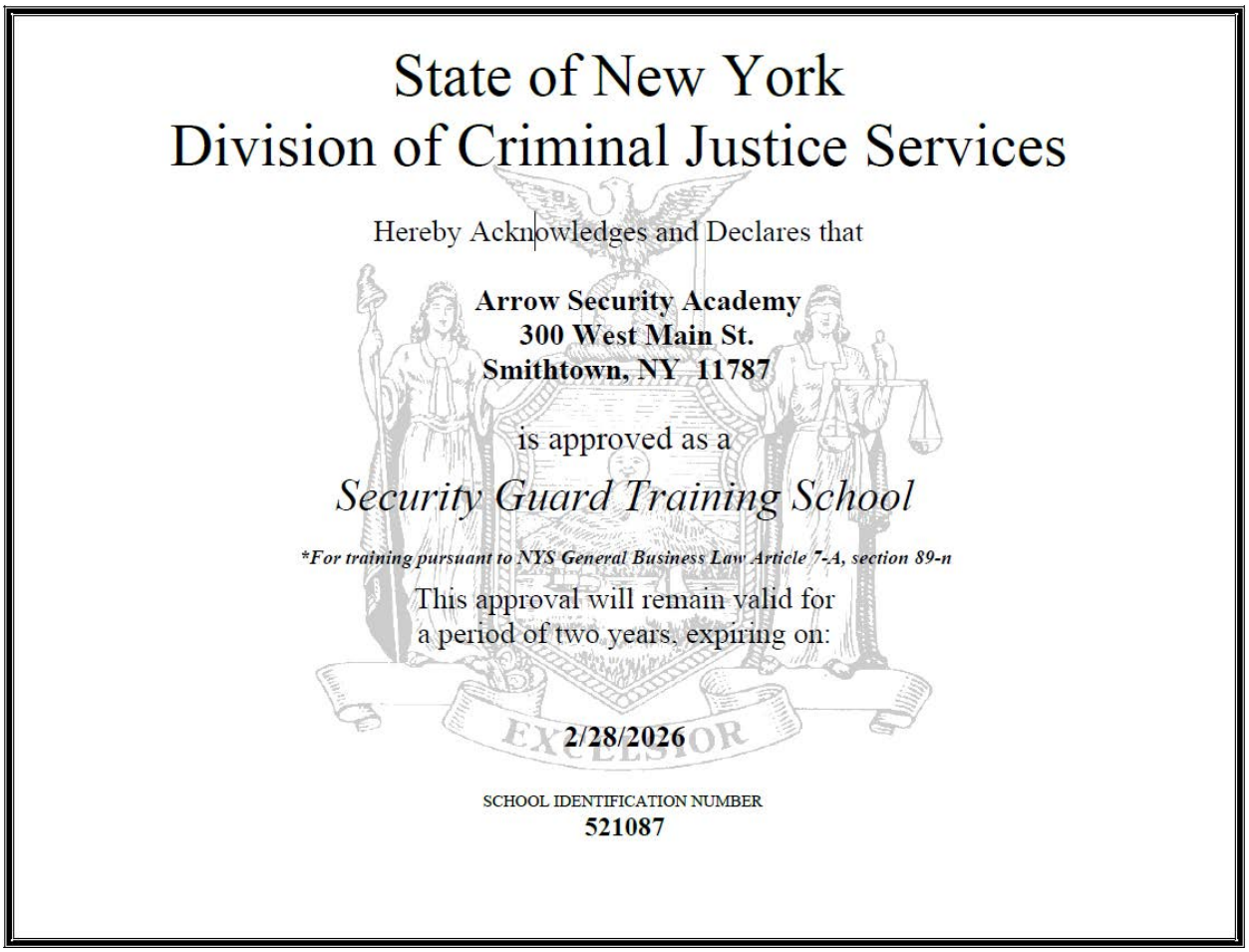
FOR THE TERM OF TWO YEARS FROM DATE HEREOF, TO BE REPRESENTED,
AS PRINCIPAL, BY THE QUALIFIED MEMBER(S) NAMED ON THE ATTACHED:

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

1

DEVELOPMENT AND ENFORCEMENT	YES	NO	N/A	IMPLEMENT	IMPROVE	NOTES
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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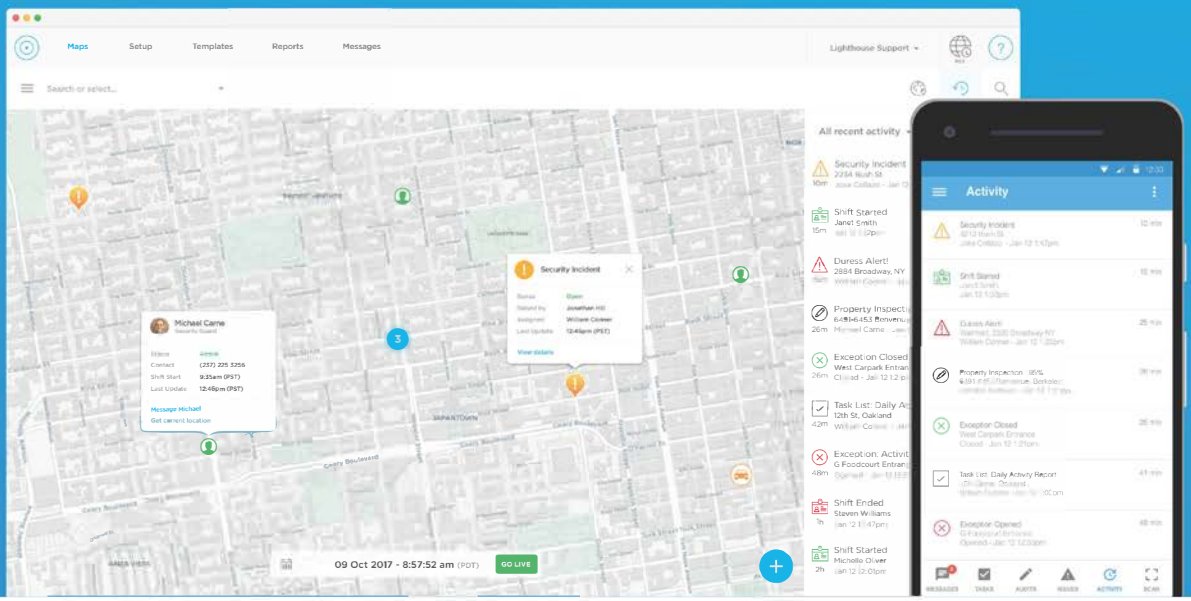
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J&D ULTRACARE CORP., 15 Suffern Place Suite A, Suffern, NY 10901

NURSING SERVICES AGREEMENT

THIS AGREEMENT made this 22nd day of July 2026 between Onteora Central School District, hereinafter "Contractor", and J&D ULTRACARE CORP., a licensed home care services agency, hereinafter "Agency", shall be effective after execution by both parties.

WHEREAS the Contractor desires to obtain professional services from the Agency to be provided to the Contractor, and student(s), as required.

NOW, THEREFORE, it is agreed as follows:

1. Agency shall provide the following services to the Contractor: RN and/or LPN services as prescribed in the student's Individualized Education Plan [IEP] and/or individualized health plan and/or plan of treatment, authorized by the Contractor, and consented to by the recipient of services, with such services to be supervised and evaluated as appropriate by Agency Nursing Supervisor[s]. Daily hours will be **approximately 7.5 hours per day**, including the time, if applicable, accompanying the patient during periods of authorized transport to and from locations designated by the Contractor under the terms of this agreement. Attachment "A" outlines Agency and/or Contractor responsibilities relative to the patient.

2. Agency personnel shall meet the requirements as set forth in Section 766.11 of NYCRR Title 10D. Should Contractor mandate further hiring and/or screening requirements beyond full fingerprinting clearance in accordance with NYS Education Law requirements, and/or SCR clearance, all related charges and expenses shall be for the account of the Contractor.

3. Agency shall cause its providers of service to abide by Contractor policies in performance of this Agreement, so long as such policies are not in conflict with Agency policies and/or the patient's plan of treatment, in which case the parties must meet to determine the applicability of the policies.

4. The term of this Agreement is for the period of **07/22/26 – 06/30/27,** unless otherwise terminated as provided herein; with periodic written reports (as required) and invoice[s] to follow as soon as possible, but within forty-five (45) days from date[s] of service.

5. Agency shall be compensated at the flat rate of **$75.00/RN per hour and $70.00/LPN per hour.** No other expenses or payments are authorized. Payment shall be made by the Contractor to the Agency within thirty (30) days of Contractor's receipt of an invoice detailing the dates, hours worked by such RN / LPN and such other information required by the Contractor for the audit and payment of such invoices. **Payment shall not cover days when the student does not attend school.**

6. This Agreement shall be deemed effective upon execution and presentation of these original documents in duplicate to the Agency.

7. Neither party hereto shall be liable for any loss or liability not caused by such a party's own negligence or willful act or omission, or such party's failure to comply with its obligations hereunder. The Agency agrees to indemnify and hold harmless the Contractor from and against all claims, expenses, losses and obligations arising out of the Agency's, including its directors, officers, employees, agents, and contractors, negligent acts or omissions. The Agency shall procure and maintain in effect comprehensive general liability insurance and professional liability insurance covering the acts and omissions of both the party and its agents/contractors and employees in the amount of not less than One Million Dollars ($1,000,000) per occurrence and Three Million Dollars ($3,000,000) in aggregate. The Agency will name the Onteora Central School District, its officers, employees, and volunteers, as an additional insured on the liability insurance policy. The Agency will provide the Contractor with certificates of insurance, evidence of the insurance coverage required herein and the name of the Contractor as an additional insured under the applicable policy.

8. Notwithstanding any other provisions in this Agreement, the Agency remains responsible for:
    - ensuring that any service provided pursuant to this contract complies with all pertinent provisions of the Federal, State and local statutes, rules and regulations.
    - ensuring the quality of all services provided by the Agency; and
    - ensuring adherence by Agency staff to the Agency plan of care established for the patient.

9. Agency will exercise all due diligence to ensure that appropriate personnel are available, without warranty of such, if the normally scheduled health care provider[s] assigned becomes ill or otherwise unavailable. Notification of change will be communicated to Contractor and parent.

10. All terms used in this paragraph are as defined in the Privacy Regulations. The Agency agrees that it will use or disclose protected health information ("PHI") only for the purpose of providing services to the Patient or as required by law. The Agency will use appropriate safeguards to prevent the use or disclosure of PHI other than as provided for by this Agreement. The Agency will report to the Contractor any use or disclosure of PHI not provided for by this Agreement of which it becomes aware. The Agency will ensure that any agent of the Agency, including a subcontractor of the Agency, to whom it provides PHI received from or created or received by the Agency on behalf of the Contractor, agrees to the same restrictions and conditions that apply to the Agency with respect to such information. The Agency will make PHI available contained in a designated record set and make amendments to PHI contained in a designated record set to the extent required by the regulations. The Agency will document disclosures of PHI and make such information available to the Contractor to the extent required for the Contractor to provide an accounting of disclosures in accordance with the Privacy Regulations. The Agency will, upon request, make available to the Secretary of the Department of Health and Human Services its internal practices, books, and records relating to the use and disclosure of PHI for purposes of determining the Contractors' compliance with HIPAA, and the Agency will immediately notify the Contractor that it has received such a request.

Upon termination of this Agreement, if feasible, the Agency will return or destroy all PHI received from the Contractor or created or received by the Agency on behalf of the Contractor that the Agency still maintains in any form and retain no copies of such information, or if such return or destruction is not feasible, the Agency will extend the protections of this Agreement to the information retained and limit further uses and disclosure to those purposes that make the return or destruction of the information infeasible. The Contractor may terminate this Agreement if it determines that the Agency has violated a material term of this paragraph.

11. Additionally, all parties agree to maintain patient/student privacy and confidential treatment of patient/student records, particularly student personally identifiable information ("PII"), as may be further defined in all applicable Federal, State and Local laws and regulations, including but not limited to the Family Educational Rights and Privacy Act (FERPA) and Section 2-d of the NYS Education Law and part 121 of the Regulations of the Commissioner of Education (Part 121). As required by Section 2-d of the NYS Education Law and part 121. Agency shall execute and affix a copy of the Contractor's Third-Party Addendum, including Parent's Bill of Rights for Data Privacy and security, and the Appendix to the Parent's Bill of Rights, as applied to student data. This provision is a material part of this Agreement and violation of this provision will result in termination of the Agreement.

12. The Contractor agrees not to solicit Agency staff for direct employment by the Contractor for a period of six months following the completion of any work assignment by Agency staff and/or introduction of Agency staff to the Contractor. Violation of this provision constitutes unconditional acceptance by the Contractor to pay compensatory fees to the Agency in the amount of $5,000.00 per Agency staff member.

13. It is understood and agreed by the parties that the Agency is an independent contractor and not an employee of the Contractor, nor shall the Agency be entitled to any of the benefits or privileges accruing to Contractor's employees. Agency agrees to indemnify and save harmless the Contractor and its officers and employees from any claims or actions and from any costs of any description including attorney fees and costs, which may result from Agency's activities in the performance of this Agreement.

14. The Agency agrees that if its officers, employees, and agents, will not discriminate with respect to the provision of services hereunder on the grounds of race, religion, creed, color, national origin, gender, sexual orientation, disability, marital status, veteran status, or other non-merit factors under state or federal law, nor discriminate against an individual om such grounds.

15. It is understood and agreed that while on school grounds, the Agency, its employees and/or agents, will obey all District rules and regulations and must follow all reasonable directives of District's administrators and employees.

16. The Agency certifies that it has implemented written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment training to all its employees. Such a policy, at a minimum, must meet the requirements of Section 201-g of the NYS Labor Law.

17. The Agency represents and warrants that (1) the Agency has no obligation, legal or otherwise inconsistent with the terms of this Agreement; (2) the performance of the services to be provided in the Agreement does not, and will not, violate any applicable law, rule, or regulation, or any proprietary or other right of any third party; (3) the Agency has not entered into or will not enter into any agreement (whether oral or written) in conflict with this Agreement; (5) the Agency, including its officers, employees, and agents, do not possess any personal or professional relationship with the District, its officers, and administrative employees, that would constitute a conflict of interest relative to performance of this consultancy.

18. It is further warranted by the Contractor that the Contractor is an entity or individual authorized to execute this Agreement and remit payment for services to the Agency and does not derive funding in whole or in part for these services from the patient or the patient's family if it is known that the patient is a Medicaid recipient in the state of New York.

19. The Agency and the Contractor severally retain the right to terminate this Agreement at any time upon ten (10) days prior written notice to the other party by certified mail, return receipt requested, or by personal service, or overnight mail or delivery service.

20. This Agreement is for professional services and is non-assignable by either the Agency or the Contractor. The Agreement may not be amended except in writing signed by both parties.

21. This Agreement shall be governed by the Laws of the State of New York. Any lawsuit arising under the terms and conditions of this Agreement shall be brought in the Supreme Court of the State of New York for the County of Orange.

22. This Agreement is subject to the approval of the Board of Education of the Onteora Central School District.

J&D ULTRACARE CORP./Agency	Onteora Central School District/Contractor
Jennifer Rae, Vice President	_____
	PRINT NAME & POSITION
SIGNED DATE	SIGNED DATE



ATTACHMENT "A"

In performing this Agreement, J&D Ultracare will comply with the home care standards of the New York State Department of Health [DOH] and the Joint Commission. Should the Contractor have a complaint / grievance regarding the safety and/or quality of care of the patient[s], please contact the Agency immediately. If you are dissatisfied with the resolution proposed by the Agency, you may contact your DOH Regional Office or JCAHO.

Hours shall be **approximately** 7.5 hours per day, Monday – Friday, when school is in session on those days the student attends.

		Agency	Contr.
1.	Admission of patient to service	x	
2.	Case Manage, coordinate, supervise and evaluate care/services provided	x	x
3.	Obtain, review and revise the physician's plan of treatment/MD orders	x	
4.	Overall responsibility for developing, reviewing and revising the Patients' care plan	x	
5.	Patient's assessments/reassessments	x	
6.	Scheduling of nurses' visits/hours	x	x
7.	Define the nature and scope of service	x	x
8.	Adhere to applicable policies and procedures as they pertain to patient	x	x
9.	Participate in patient case conferences as necessary	x	x
10.	Discharge/transfer planning as it pertains to the patients' care and treatments	x	x
11.	Maintain communication with physicians	x	

Agency Representative _____ Date: _____

Contractor Representative _____ Date: _____

ONTEORA
CENTRAL SCHOOL DISTRICT

4166 Route 28, Boiceville, NY 12412
ph. 845.657.8499 • fax 845.657.8742
www.onteora.k12.ny.us

MONICA LACLAIR
BUSINESS OFFICE
Assistant Superintendent for Business
mlaclair@onteora.k12.ny.us

INDEPENDENT CONTRACTOR RETAINER

Name: Richard Hahn MD

Address: ~~PO Box 925~~ Harriman, NY 10926 Integrative Strategy Psych

Telephone Number: 914-213-5954

(As per previously contracted Rate 25-26 Year)

In accordance with Education Law of the State of New York, and the regulations of the Onteora Central School District, you are hereby retained as Psychiatric Evaluator effective 8.19.26 to 6.30.27 at a rate of $1500 per Eval ~~per day~~ to a maximum of $6,000.00 with no fringe benefits or deductions. Onteora CSD or its designee reserves the right to monitor all contracts, including purchase orders, from commencement until completion and to certify satisfactory and timely performance/completion of the contract prior to the District's authorization of payment of the agreed contract amount to the contractor. You will be paid on invoices submitted by you, stating the dates and hours that the services you rendered and your total fee. If applicable, you will be required to attend any meetings in reference to the evaluation/report submitted and reports must be submitted for reimbursement. The terms and conditions of this contract are subject to formal approval by the Board of Education. Please sign below and return to the Program Supervisor's Office as soon as possible.

I hereby assert that I am duly qualified as provided by the Education Law, and that I hereby accept the retainer for services under the conditions set forth above.

[signature] 7/21/2026

Signature Date

Richard Hahn, MD [redacted]

Print Name Social Security Number or Federal Tax ID

FOR DISTRICT USE ONLY

Approved by: Carol Grima 8/3/2026

Program Supervisor Date

Pupil Personnel Services A2010449.09

Program Budget Code

Approved by: _____ _____

Superintendent of Schools Date

Updated 08/31/2023

Memorandum of Understanding
Between
Morningside Center for Teaching Social Responsibility and
Onteora Central School District

This document constitutes an agreement between Morningside Center for Teaching Social Responsibility and Onteora Central School District to collaborate on the implementation of services.

I. PARTIES
The names and addresses of the schools and organizations that are parties to this agreement are:

School: Onteora Central School District, 4166 State Route 28, Boiceville, NY 12412

CBO (Name and Address): Morningside Center for Teaching Social Responsibility, 475 Riverside Drive, Suite 550, New York NY 10115

II. PURPOSE
The purpose of this MOU is to set forth the responsibilities of the parties related to the implementation of professional development services.

IV. RESPONSIBILITIES
A. COMMUNICATION
Morningside Center for Teaching Social Responsibility and Onteora Central School District will strive to develop a solid working relationship by establishing open and effective lines of communication that promote the exchange of information related to the implementation of services on- site and promote the best interests of the individuals served. This should include meetings to help familiarize Morningside Center for Teaching Social Responsibility staff with the school, its staff, and other issues;

(1) Regular Meetings: *(Describe the schedule for meetings to discuss mental health services. Include who should attend, frequency, protocol, follow-up and next steps):* as needed, to exchange appropriate information to facilitate work at the school.

B. STAFF
(1) Designation of Main Contact:
Please designate one contact for each entity (include *name, agency, title, and contact information)*

Onteora Central School District: Stephanie Laffin, Assistant Superintendent of Curriculum and Instruction, slaffin@onteora.k12.ny.us, (845)657-6383 x1012

Morningside Center for Teaching Social Responsibility: Cassie Schwerner, Morningside Center for Teaching Social Responsibility, Executive Director, cschwerner@morningsidecenter.org, 212-870-3318

Morningside Center for Teaching Social Responsibility and Onteora Central School District respectively must designate one main contact person who will be responsible for any issues related to the partnership, including but not limited to: (a) addressing issues or conflicts that arise under this Agreement; (b) communicating with Morningside Center or School staff and their supervisors; (c) convening meetings with relevant staff; (d) maintaining open and regular lines of communication with key staff; and ensuring that organizational leadership remains informed about regular operations and new developments.

(2) Staff Lists

A. Morningside Center for Teaching Social Responsibility must provide Onteora Central School District an up-to-date list of the names of staff that will be working with school staff. *(include each staff's full name, job title, email address, and contact number)*

B. Onteora Central School District must provide Morningside Center for Teaching Social Responsibility an up-to-date list of the names of key staff and administrators who will be working with Morningside Center for Teaching Social Responsibility to ensure that the necessary conditions exist to implement services.

C. SERVICES AND SUPPORTS

(1) Morningside Center for Teaching Social Responsibility will provide the following services:

Projected Implementation Plan

Morningside's support will be spread out between August 19, 2026, and June 30, 2027.

Morningside's implementation this year in partnership with the Onteora Central School District will consist of two main objectives.

1) Morningside's Staff Developer, Marieke van Woerkom, will continue to work with the district's elementary school buildings, continuing to create cultures of belonging, community, and best practice in social emotional learning and positive approaches to discipline. The aims of restorative practices are to foster students' and staff's mental health, develop students' social and emotional skills, enhance racial equity, and increase students' positive engagement with school. Marieke will also train new district teachers.
2) As the school district continues to make significant structural changes, Morningside will support any requests from district leadership regarding the needs of district personnel.

- **Training and Coaching: 9 days @ 3,125= $ 28,125**
- **Note, in person trips will be for 2-4 consecutive days.**
- **Any virtual workshop or coaching will be prorated at Morningside's virtual day-rate of $1,346.**

For 30 years, Morningside Center has been the leading provider to foster students' social and emotional learning (SEL) in the New York City public schools, the nation's largest school system. Each year we partner with 60 or more New York City schools to provide ongoing support for implementing research-based SEL programs. During the past four years we have expanded to school districts outside of NYC.

Restorative Practices are comprised of:

- Restorative circles for community-building and social and emotional skill building
- Restorative problem solving (e.g. peer mediation) to address problems before they escalate to violence
- Restorative conferences, a structured process for dealing with situations in which harm has been done.

Two major scientific studies have found that our programs markedly improve student behavior and social-emotional competency; improve classroom climate for learning; reduce discipline incidents and suspensions; improve attendance; and improve academic outcomes.

Metis Associates, an independent evaluation firm, conducted a survey of teachers participating in Restore360. They reported that students taking part in Restore360 were:

- More likely to resolve disagreements without fighting

- More collaborative in class
- More likely to stand up for others
- Less likely to behave in ways that lead to detention or suspension

E. FUNDING

- **10 In-Person Training and coaching days @ $3,125 = $28,125**
- **Virtual coaching TBD**

F. PERIOD OF AGREEMENT

This Agreement remains in effect from August 19, 2026 to June 30, 2027.

BY: Cassie Schwerner
Cassie Schwerner (Jul 29, 2026 12:39:37 EDT)

Morningside Signature

School Signature

Cassie Schwerner
Name

Name

Executive Director
Title

Title

AGREEMENT
BY AND BETWEEN
LIBERTY RESOURCES PSYCHOLOGY, PHYSICAL, OCCUPATIONAL AND SPEECH THERAPY PLLC
AND

Onteora School District

FOR THE PROVISION OF CONSULTANT TEACHER SERVICES

THIS AGREEMENT, is made effective July, **2026** by and between *Liberty Resources Psychology, Physical, Occupational and Speech Therapy, PLLC;* (hereinafter the "Agency"), a New York Corporation duly organized and existing under the New York State Business Corporations Law located at 6723 Towpath Road, East Syracuse, NY 13057 and Onteora Central School District located at (hereinafter the "Facility").

WHEREAS, the Agency and its employees, agents and contractors possess certain special skills, experience, training, knowledge and qualifications necessary to provide related services to school age children with disabilities who, because of such disabilities require such related services, and;

WHEREAS, the Facility is in the business of providing educational services and has a need for persons possessing such skills, experience, training, knowledge and qualifications to provide related services to students enrolled in or attending school arranged through Facility, and;

WHEREAS, the Agency seeks to be retained by the Facility to assist the Facility in meeting such need and the Facility seeks to retain the Agency for such purpose under the terms and conditions set forth below:

IT IS HEREBY AGREED as follows:

I. **Nature of Services Provided:**
The Agency agrees to provide Consultant Teacher services (as noted in Schedule "A" below) for the Facility beginning on or about July 2026 and ending on or about June 2027 unless terminated sooner (hereinafter, the "Term"), on a month to month basis. Such services shall include, but not be limited to the following:

- Consultant Teacher Direct Service 2 x 30 minutes weekly
- Completion of progress notes, updates and communications as required by the student's IEP
- Participation in multi-disciplinary team meetings and assessments as requested by the Facility
- Attendance at CSE meetings

SCHEDULE "A"

Related Services:

Speech/Language Pathology

$38.00 per unit direct therapy (1 unit = 15 minutes)

Occupational Therapy

$38.00 per unit direct therapy (1 unit = 15 minutes)

Physical Therapy

$38.00 per unit direct therapy (1 unit = 15 minutes)

Special Education

Home Instruction/ABA

$34.00 per unit of direct therapy (1 unit = 15 minutes)

Evaluations

Psychological

$675.00 per evaluation

Speech Evaluation, Occupational Therapy Evaluation, Physical Therapy Evaluation

$375.00 per evaluation

Guidance Counseling

Social Work

$30.00 per unit of direct therapy (1 unit = 15 minutes)

Staff Training

Teacher Aides, Paraprofessionals and One to One Aides

$150.00 per person per day

II. **Payment for Services:**

If the Facility is dissatisfied with the service provided by the Agency and its employees, agents and contractors, (hereinafter "Service Providers"), the Agency will make every effort to assign a new provider.

The Facility agrees to compensate the Agency for services in accordance with Schedule "A". The Facility shall compensate for the time spent providing services set forth in Section "I".

The Agency shall submit an itemized invoice of services by the 5th day of each month with full payment due within 30 days of the date of such invoice.

If Agency personnel fail to show up for their scheduled shift there will be no charge to the Facility. If the Facility cancels the need for service, the Facility will not incur a charge.

Agency is responsible to incur costs such as transportation, personal equipment, and other related items.

III. **Nature of Relationship Created:**

The parties to this Agreement will maintain their independent and separate identities, each having exclusive control of its own management, assets and affairs. The Agency shall, in all respects and for all purposes, be

deemed an independent contractor of the Facility. This Agreement shall not be construed to create or imply any employment or agency relationship by and between the Agency and the Facility.

This Agreement shall not be construed for any purpose to create, imply or permit an employment relationship between the Agency's service providers and the Facility. Any person providing services to the Facility pursuant to Section "I" on behalf of the Agency shall be bound by the provisions of Section VII of this Agreement and in all cases shall remain an employee or agent of the Agency in the performance of his or her duties under this Agreement.

The Agency shall be responsible for all federal, state and local taxes, unemployment, worker's compensation and disability charges arising out of or relating to the performance of its Service Providers work for the Facility. The Agency is responsible for all penalties and interest related to failure to pay for such taxes.

IV. Allocation and Release of Liability:

In the event that the Facility is audited or investigated by any Federal, State or Local Department(s) of Education, any subdivision(s) thereof or any other agency(ies) with jurisdiction, and found to be lacking in its obligation under the law to implement IEP's for any reason whatsoever, including, but not limited to, the failure to provide for the appropriate levels of service, the Facility agrees to hold the Agency harmless and the Agency shall not be liable for any such failure on the part of the Facility. In the event that the Agency is subpoenaed or requested to provide testimony, documents or other information in connection with such audit or investigation, the Facility shall assume all costs associated with such audit(s), including all costs associated with the Agency's participation and cooperation in an audit or investigation.

V. Insurance

During the term of this Agreement, Agency shall maintain in full force and effect, at Agency's own expense, insurance coverage to include:

a. Workers' Compensation and Professional Liability Insurance

i. Workers' Compensation insurance shall be provided as required by law or regulation
ii. Professional Liability insurance shall be provided in amounts not less than $1,000,000 per occurrence/$2,000,000 aggregate

b. General Liability Insurance

Agency shall carry Commercial General Liability Insurance with limits of liability and coverage as indicated below:

i. Commercial General Liability (Occurrence) policy limits shall not be less than $1,000,000 per occurrence; $1,000,000 Personal Injury Liability; $1,000,000 Aggregate for Products/Completed Operations and $1,000,000 General Aggregate.
ii. Agency shall name Facility as an Additional Insured on a primary and non-contributory basis under the General Liability policy and the following language should be entered into the "Description of Operations" box on the Certificate of Liability Insurance ACORD 25 Form: "_____ ***shall be named as an Additional Insured on a Primary and Non-Contributory Basis under the General Liability Policy"***
iii. The Additional Insured Endorsement shall be in the form of a CG 2010, CG 2026 or equivalent carrier form.

c. Umbrella Insurance

Agency shall carry Commercial Umbrella Liability Insurance with limits and coverage as indicated below:

i. Commercial Umbrella Liability (Occurrence) policy limits shall not be less than $3,000,000 per occurrence; $3,000,000 Aggregate

d. Certificates of Insurance

i. Certificates of Insurance evidencing the required coverage and limits shall be furnished to the Facility upon written request.

e. Indemnification

i. The Facility shall protect, indemnify and hold harmless any employee or agent of the Agency against all costs, damages, and/or injury to his/her person or property which is/are incurred during the course of the performance of his/her duties under this Agreement and which is the result of any cause other than such employee's or Agent's negligence, malpractice, malfeasance or nonfeasance.

ii. Neither the Agency nor its employees or agent shall be liable to the Facility for any costs or damages to any persons or property arising out of or relating to the performance of duties by its service providers, which is not the direct result of negligence, malpractice, malfeasance or nonfeasance on the part of the Agency or its service providers.

iii. The Agency shall provide the Facility with prompt written notice of any incident, claims, settlement or judgment against that insurance which diminishes the protection of the Facility. The Agency shall further take immediate steps to restore such aggregate limits or shall provide other insurance protection for such aggregate limits.

iv. To the fullest extent permitted by law and notwithstanding the limits of any policy or policies of insurance provided by the Agency pursuant to this Agreement, the Agency agrees to defend, indemnify and hold harmless the Facility, its officers, directors, employees and agents (collectively, the "Indemnities") from and against any and all claims, judgments, costs, awards, liability, losses, damages, actions, proceedings, demands, suits or expenses of any kind (including court costs and reasonable attorney fees) which the Indemnities may incur or suffer or be required to pay arising from directly or indirectly: (a) the Agency performance or failure to perform the work of this Agreement; or (b) any bodily injury, sickness, disease or death, or any economic injury, arising out of acts, omissions, or willful misconduct or negligence of the Agency or its affiliates, agents, officers, stockholders, trustees, directors, employees, or members except to the extent the Indemnity and Indemnification of such person is precluded by statute.

v. The terms of this paragraph shall survive the termination of this Agreement.

VI. **Confidentiality of Information:**

The Agency shall not be responsible for obtaining any necessary consents and releases from the parents of the student(s) being served under this Agreement where such consents and releases are required by law for the release of records to the Agency; nor will the Agency be liable in any way for the Facility's failure to obtain necessary consents and/or releases. The Agency warrants and agrees that it shall not disclose to any third party information which is deemed by any law to be confidential, without written consent. A Business Associates Agreement is attached hereto and made a part of this Agreement.

VII. **Warranties and Representations:**

The Agency warrants that all Service Providers shall be appropriately certified and/or licensed by the State of New York to perform the services for which they are assigned. Copies of such licenses shall be provided to the Facility upon request. The Agency further warrants that all services under this Agreement shall be provided by Service Providers in accordance with the accepted professional and ethical standards and guidelines promulgated by the relevant professional associations and the New York State Education Department or other state agency with jurisdiction and oversight of the relevant profession.

The Facility warrants that it does not discriminate and will not require or ask the Agency to discriminate in the provision of any services on the basis of race, color, creed, gender, sexual orientation, military or veteran status, natural origin, age, disability, socio-economic status, or source of payment.

The Agency Service Providers must be licensed through NYS; cleared through NYS Central Registry; vaccinated; and, bloodborne pathogen trained.

VIII. **Non-Solicitation:**
The Facility agrees that its agents and employees will not solicit, seek to hire, recruit or hire any of the Agency's Service Providers who provide service under this Agreement during the term of this Agreement and for a period of two (2) years from the expiration date of this Agreement or any extension thereof.

IX. **Facilities and Assistance:**
The Agency shall be furnished with appropriate space for the performance of services to be provided pursuant to this Agreement.

X. **Records and Reports:**
All records connected or made in the course of providing services to the Facility shall be provided to the Facility and the Agency shall not tamper or interfere with such records nor copy or transport same except in furtherance of the business of the Facility or other legitimate purposes. The Agency agrees to provide the Facility with all reports, information, or other data requested by the Facility relating to any of the services provided by the Agency pursuant to this Agreement. All student records are confidential.

XI. **Termination:**
This Agreement may be terminated by either party hereto by giving the other party at least thirty (30) days advance written notice of termination delivered personally or by United States Postal Service certified mail, return receipt requested, at that party's address noted above, or to such other address as may be designated in writing by such party. Notwithstanding anything to the contrary contained herein, this Agreement shall terminate automatically upon the occurrence of any one of the following events:

a. Upon cancellation of expiration of the Agency's malpractice insurance coverage, if applicable.
b. Upon the revocation of any license held by the Agency required by law to perform any of the services specified, if applicable.

XII. **Entire Agreement/Amendments:**
This Agreement contains the entire Agreement between the parties with respect to the matters covered herein and there are no other written or oral understandings or agreements with respect to the matters covered herein and there are no other written or oral understandings or agreements with respect thereto. This Agreement, including Schedule A, shall not be modified or amended except by written agreement signed by both parties hereto.

XIII. **Waiver:**
No waiver of any of the provisions of the Agreement or any of the rights or remedies of the parties hereto shall be valid, except if the same were in writing and signed by the party charged therewith. A waiver of any one or more of the provisions hereof shall be limited to the particular instance specified in such writing and shall be construed as if the unenforceable or invalid provisions were not contained herein.

XIV. **Partial Invalidity:**
If any provision of the Agreement shall be held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Agreement which shall be enforceable and this Agreement shall be construed as if the unenforceable or invalid provisions were not contained herein.

XV. **Headings:**
The headings of the paragraphs herein are inserted for convenience only and do not constitute any part of this Agreement.

XVI. **New York Law:**
This Agreement shall be construed in accordance with the laws and regulations of the State of New York without regards to its conflict of laws and rules.

XVII. **Federal and State Compliance:**
The Agency agrees to comply with all pertinent provisions of federal, state and local statutes, rules and regulations. All personnel will abide by the Facility's policies, procedures and regulations.

XVIII. **Non- Assignability:**
This Agreement shall not be assignable or transferable by either party hereto.

By the Facility;

BY: _____
Signature

_____
Print Name

_____
Position/Title

DATE: _____

By the Agency;

LIBERTY RESOURCES PSYCHOLOGY, PHYSICAL, OCCUPATIONAL AND SPEECH THERAPY, PLLC

BY: Laura Zaferakis
Signature

Laura Zaferakis
Print Name

Vice President
Position/Title

DATE: 6/11/26

BUSINESS ASSOCIATE AGREEMENT

This Business Associate Agreement (the "Agreement") is effective as of July, 2026 (the "Agreement Effective Date") by and between June 2027 ("Covered Entity") and Liberty Resources Psychology, Physical, Occupational and Speech Therapy, PLLC ("Business Associate").

1. Definitions

a. "*HIPAA*" means the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191.

b. "*HIPAA Regulations*" means the regulations promulgated under HIPAA by the United States Department of Health and Human Services, including, but not limited to, 45 C.F.R. Part 160 and 45 C.F.R. Part 164.

c. Any terms used, but not otherwise defined, in this Agreement shall have the same meaning as those terms have under HIPAA and the HIPAA Regulations.

2. Status of Parties

Liberty Resources hereby acknowledges and agrees that it is a covered entity and that Liberty Resources Psychology, Physical, Occupational and Speech Therapy, PLLC is a business associate under the HIPAA Regulations.

3. Obligations and Activities of Business Associate

a. *Use or Disclosure.* Business Associate agrees to not use or further disclose protected health information (PHI) created or received by Business Associate from, or on behalf of, covered entity other than as expressly permitted or required by the Agreement or as required by law.

Business Associate shall not, without the prior written consent of Covered Entity, disclose any Protected Health Information on the basis that such disclosure is required by law, without first notifying Covered Entity so that Covered Entity shall have an opportunity to object to the disclosure and to seek appropriate relief. If Covered Entity objects to such disclosure, Business Associate shall refrain from disclosing the Protected Health Information until Covered Entity has exhausted all alternatives for relief. Business Associate shall require reasonable assurances from persons receiving Protected Health Information that such persons will provide Covered Entity with similar

notice and opportunity to object before disclosing Protected Health Information on the basis that such disclosure is required by law.

b. *Safeguards.* Business Associate agrees to use appropriate safeguards to prevent any use or disclosure of the Protected Health Information other than uses and disclosures expressly provided for by this Agreement.

c. *Mitigation.* Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of Protected Health Information by Business Associate in violation of the requirements of this Agreement.

d. *Reporting.* Business Associate agrees to report to covered entity any use or disclosure of the Protected Health Information in violation of this Agreement within 24 hours.

e. *Subcontractors and Agents.* Business Associate agrees to ensure that any agent, including a subcontractor, to whom it provides Protected Health Information agrees to the same restrictions and conditions that apply through this Agreement to Business Associate with respect to such information.

f. *Access.* When requested by Covered Entity, Business Associate agrees to provide access to Protected Health Information in a designated record set to Covered Entity or to an individual in order to comply with the requirements under 45 C.F.R. § 164.524 and the policies of Covered Entity. Such access shall be provided by Business Associate in the time and manner designated by Covered Entity.

g. *Amendment.* When requested by Covered Entity or an individual, Business Associate agrees to make any amendment(s) to Protected Health Information in a designated record set that Covered Entity directs or agrees to pursuant to 45 C.F.R. § 164.526 and the policies of Covered Entity. Such amendments shall be made by Business Associate in the time and manner designated by Covered Entity.

h. *Audit and Inspection.* Business Associate agrees to make its internal practices, books and records relating to the use and disclosure of Protected Health Information available to Covered Entity, or, at the request of Covered Entity, to the Secretary of Health and Human Services (the "Secretary of HHS") or any officer or employee of HHS to whom the Secretary of HHS has delegated such authority for the purposes of the Secretary determining Covered Entity's compliance with the HIPAA Privacy Regulations. Such information shall be made available in a time and manner designated by Covered Entity or the Secretary of HHS.

i. *Documentation of Disclosures.* Business Associate agrees to document such disclosures of Protected Health Information, and such information related to such disclosures, as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with 45 C.F.R. § 164.528 and the policies of Covered Entity.

j. *Accounting.* Business Associate agrees to provide to Covered Entity, or an individual, information collected in accordance with Section 3.i. of this Agreement, to permit Covered Entity to respond to a request by an individual for an accounting of disclosures of Protected Health Information in accordance with 45 C.F.R. § 164.528 and the policies of Covered Entity. Such information shall be provided in a time and manner designated by Covered Entity.

In the event that any individual requests access to, amendment of, or accounting of Protected Health Information directly from Business Associate, Business Associate shall within two (2) days forward such request to Covered Entity. Covered Entity shall have the responsibility of responding to forwarded requests. However, if forwarding the individual's request to Covered Entity would cause Covered Entity or Business Associate to violate HIPAA or the HIPAA Regulations, Business Associate shall instead respond to the individual's request as required by such law and notify Covered Entity of such response as soon as practicable.

4. Permitted Uses and Disclosures by Business Associate

a. *General Use and Disclosure Provisions*. Except as otherwise limited in this Agreement, Business Associate may use or disclose Protected Health Information on behalf of, or to provide services to, Covered Entity in connection with the performance of the services listed in Exhibit A of the Agreement if such use or disclosure of Protected Health Information would not violate HIPAA or the HIPAA Regulations if done by Covered Entity or such use or disclosure is expressly permitted under Section 4.b. of this Agreement.

Business Associate hereby acknowledges and agrees that Covered Entity has notified Business Associate that it is required to comply with the confidentiality, disclosure and re-disclosure requirements of 10 NYCRR Part 63.]

Business Associate hereby acknowledges and agrees that Covered Entity has notified Business Associate that it is required to comply with the confidentiality and disclosure requirements of 14 NYCRR Part 309 and Part 1072. Business Associate further agrees to access HIV-related information only in accordance with Covered Entity's policies and participate in training and education consistent with the requirements of 14 NYCRR Part 309 and Part 1072.]

b. *Specific Use and Disclosure Provisions*.

(1) Except as otherwise limited in this Agreement, Business Associate may use and disclose Protected Health Information for the proper management and administration of the Business Associate or to meet its legal responsibilities; provided, however, that such Protected Health Information may be disclosed for such purposes only if the disclosures are required by law or the Business Associate obtains certain reasonable assurances from the person to whom the information is disclosed. The required reasonable assurances are that:

(a) the information will remain confidential;

(b) the information will be used or further disclosed only as required by law or for the purpose for which the information was disclosed to the person; and

(c) the person will notify the Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.

(2) [Except as otherwise limited in this Agreement, Business Associate may use Protected Health Information to provide data aggregation services to Covered Entity as permitted by 45 C.F.R. §164.504(e)(2)(i)(B). Data aggregation services involve the combining by the Business Associate of (a) Protected Health Information created or received by a Business Associate in its capacity as the Business Associate of a Covered entity with (b) Protected Health Information received by the Business Associate in its capacity as a Business Associate of another Covered Entity, to permit data analyses that relate to the health care operations of the respective Covered Entities.]

5. Obligations of Covered Entity

Covered Entity shall not request Business Associate to use or disclose Protected Health Information in any manner that would not be permissible under the HIPAA Privacy Regulations if done by Covered Entity or that is not otherwise expressly permitted under Section 4 of this Agreement.

6. Term and Termination

a. *Term*. This Agreement shall be effective as of the Agreement Effective Date and shall continue until the Agreement is terminated in accordance with the provisions of Section 6.b. or 7.b. hereof between the parties terminates.

b. *Termination for Cause*. Upon Covered Entity's knowledge of a material breach by Business Associate, Covered Entity may, in its sole discretion, either (1) provide Business Associate with notice of and an opportunity to cure such breach and then terminate this Agreement if Business Associate does not cure the breach within time period specified by Covered Entity, or (2) terminate this Agreement immediately.

c. *Effect of Termination*.

(1) Upon termination of this Agreement, for any reason, Business Associate shall return or destroy all Protected Health Information received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision shall also apply to Protected Health Information that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of the Protected Health Information.

(2) Notwithstanding the foregoing, in the event that Business Associate determines that returning or destroying the Protected Health Information is not feasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. Upon mutual agreement of the Parties that return or destruction of Protected Health Information is infeasible, Business Associate shall extend the protections of this Agreement to such Protected Health Information and limit further uses and disclosures of such Protected Health Information to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such Protected Health Information.

7. Miscellaneous

a. *Regulatory References*. A reference in this Agreement to a section in HIPAA or the HIPAA Regulations means the section as in effect or as amended from time to time, and for which compliance is required.

b. *Amendment*. Covered Entity and Business Associate agree that amendment of this Agreement may be required to ensure that Covered Entity and Business Associate comply with changes in state and federal laws and regulations relating to the privacy, security and confidentiality of Protected Health Information. Covered Entity may terminate this Agreement upon thirty (30) days written notice in the event that Business Associate does not promptly enter into an amendment that Covered Entity, in its sole discretion, deems sufficient to ensure that Covered Entity will be able to comply with such laws and regulations.

c. *Survival*. The respective rights and obligations of Business Associate under Sections 6.c., 7.f. and 7.g. of this Agreement shall survive the termination of this Agreement.

d. *Interpretation*. Any ambiguity in this Agreement shall be resolved in favor of a meaning that permits Covered Entity to comply with applicable law protecting the privacy, security and confidentiality of Protected Health Information, including, but not limited to, HIPAA and the HIPAA Regulations.

e. *State Law*. Nothing in this Agreement shall be construed to require Business Associate to use or disclose Protected Health Information without a written authorization from an individual who is a subject of the Protected Health Information, or written authorization from any other person, where such authorization would be required under state law for such use or disclosure.

f. *Injunctions*. Covered Entity and Business Associate agree that any violation by Business Associate of any of the provisions of this Agreement may cause irreparable harm to Covered Entity. Accordingly, in addition to any other remedies available to Covered Entity at law, in equity, or under this Agreement, Covered Entity shall be entitled to an injunction or other decree of specific performance with respect to any violation by Business Associate of any of the provisions of this Agreement, or any explicit threat thereof, without any bond or other security being required and without the necessity of demonstrating actual damages.

g. *Indemnification*. Business Associate shall indemnify, hold harmless and defend Covered Entity from and against any and all claims, losses, liabilities, costs and other expenses resulting from, or relating to, the acts or omissions of Business Associate in connection with the representations, duties and obligations of Business Associate under this Agreement.

h. *No Third Party Beneficiaries*. Nothing express or implied in this Agreement is intended or shall be deemed to confer upon any person other than Covered Entity, Business Associate, and their respective successors and assigns, any rights, obligations, remedies or liabilities.

i. *Primacy*. To the extent that any provisions of this Agreement conflict with the provisions of any other agreement or understanding between the parties, this Agreement shall control.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement as of the Agreement Effective Date.

Liberty Resources Psychology, Physical,

Occupational and Speech Therapy, PLLC

Signature of Authorized Representative

Name: Laura Laferakis

Title: Vice President

Signature of Authorized Representative

Name: _____

Title: _____

Advancing Literacy
Teachers College, Columbia University

SERVICES AGREEMENT

This Services Agreement (this "Agreement") is entered into by and between TEACHERS COLLEGE, COLUMBIA UNIVERSITY, a not-for-profit education corporation of the State of New York, having an address at 525 West 120th Street, New York, New York 10027 (the "College") on behalf of its unit, Advancing Literacy and Onteora Central School District an instrumentality of the State of NY having offices at 4166 State Route 28, Boiceville, NY 12412 (hereinafter referred to as the "School").

The College and the School hereby agree as follows:

1. Scope of Work: The School has engaged the College and the College agrees to provide the School with onsite Professional Development and site based coaching (the "Services") as described in further detail below (the "Scope of Work"):

Services to be delivered. For each service, include service description, number of recipients, location of service, date(s) of service, deliverables, if any, as well as unit, cost, number of units to be purchased and the total cost of the units.

Professional Services:	Units	Unit Cost	# of Units	Total Cost
K-2 Staff Developer Day	PD Session	$3000.00	5	$15,000.00
3-5 Staff Developer Day	PD Session	$3000.00	5	$15,000.00
Estimated Travel Expense	Per Diem	$500.00	10	$5000.00
			TOTAL:	**$35,000.00**

2. Period of Performance: The term of this Agreement shall commence on 09/01/2026 and shall expire on 06/30/2027 (the "Term").

3. Consideration: In compensation for the Services, the School shall pay the College a total of Thirty Thousand Dollars and No Cents ($30,000.00), plus estimated travel expenses of approximately Five Thousand Dollars and No Cents ($5000.00) in accordance with the budget outlined below (the "Budget"):

A. All payments for services performed shall be made within thirty (30) days of the School's receipt of an invoice from the College.

B. All non-refundable expenses will be billed on a monthly basis. Round-trip mileage as estimated by the American Automobile Association (AAA) and the federal mileage reimbursement rate (currently $0.725 cents/mile) will be used to calculate travel expenses. Rental cars may be used in lieu of mileage estimates, if necessary.

C. If a staff developer visit(s) need(s) to be rescheduled, there will be a ten percent (10%) charge on any dates for which we have more than one month's notice and a thirty percent (30%) charge for any cancellations with less than one month's notice. The School shall notify the College of School closures. In the event that the School does not notify the College of a closure on a scheduled Service date, the School shall pay the College for any expenses incurred in preparation for the scheduled Service date.

D. If the constraints are such that we are unable to provide a high level of teacher education, we reserve the right to cancel further work in your schools. In such case, we will be available for discussion; however, the situation will have to be remedied to our mutual satisfaction in order for us to continue the work.

4. Notice: Notices required to be provided under this Agreement shall be in writing and shall be deemed to have been duly given if mailed first class, faxed with confirmation, sent via overnight courier or messenger with receipt as follows:

To the School: Stephanie Laffin
Onteora Central School District
4166 State Route 28,
Boiceville, NY 12412

To the College: Teachers College, Columbia University
Advancing Literacy, Box 77
525 West 120th Street
New York, New York 10027
Attention: Emily Butler Smith

ADDITIONAL TERMS AND CONDITIONS

5. Independent Consultant: In the performance of the work hereunder, College shall be an independent Contractor and not an employee of the School. College is not an agent of, or authorized to transact business, enter into agreements, or otherwise make commitments on behalf of the School unless expressly authorized in writing by an officer of the School. The School will not pay or withhold federal, state, or local income tax or other payroll tax of any kind on behalf of the College or its employees. The College is not eligible for, not entitled to, and shall not participate in any of the School's pension, health, or any other benefit plans. The College is responsible for the payment of all required payroll taxes, whether federal, state, or local in nature, including, but not limited to income taxes, Social Security taxes, Federal Unemployment Compensation taxes, and any other fees, charges, licenses, or payments required by law. The College, and not the School, shall be solely responsible for and exercise control over the manner and means by which such service is performed and/or such product is delivered.

6. Assignment: Neither party may assign, delegate or subcontract its obligations under this Agreement, either in whole or in part, without the prior written consent of the other party, which the other party may grant or withhold in its sole and absolute discretion.

7. Indemnification: The School shall indemnify, defend and hold harmless the College, its trustees, officers, directors, employees and agents from and against any loss, damage, expense or liability, including, without limitation, any costs and reasonable attorney's fees incurred in connection with defending or appealing any claims that may arise from services performed hereunder.

8. Confidentiality: The College acknowledges that it may receive during the course of performing the Scope of Work, or be exposed to certain confidential and proprietary information about the School, its students and/or programs (collectively, the "Confidential or Proprietary Information"). All information considered Confidential or Proprietary must be clearly marked as such. The College shall hold confidential and shall not disclose, publish, or use for the

benefit of itself or any third party, any Confidential or Proprietary Information. This restriction shall not apply if the Confidential or Proprietary Information: (a) was known by the College prior to receipt from the School; (b) which is generally available to the public; (c) which is lawfully acquired from third parties who have a right to disclose such information.

9. Use of Data or Materials Provided by the College: The College shall prepare, compile and distribute materials ("Materials") pertaining to the conduct of the professional development workshops. The College or its independent contractor(s) authoring such Materials (as the case may be) shall retain all ownership right, title and interest (including copyright) in such works; provided, however, the College and its subcontractors (as the case may be) hereby grants to the School a limited, royalty-free license to reproduce and distribute the Materials solely within its school and solely for the purposes of educating its staff and enhancing the professional development training of its staff. The School shall have no right to reproduce, modify or use the Materials for any other purpose whatsoever without the prior written consent in each instance of the College or the independent contractor(s) authoring such work (as the case may be). This license is limited to the School.

10. Right to Publish: The School understands that the College is an academic institution and thus is dedicated to free scholarly exchange and public dissemination of any results/works derived from scholarly activities under this agreement. Except for a party's obligations of confidence set forth herein this agreement, nothing in this agreement shall restrict the rights of the College or its faculty and other employees to publish, disseminate or otherwise disclose the results of its research and academic initiatives.

11. No Liability for Consequential Damages. IN NO EVENT WILL THE COLLEGE BE LIABLE TO THE SCHOOL OR TO ANY THIRD PARTY FOR DAMAGES OF ANY KIND, INCLUDING, WITHOUT LIMITATION, DIRECT, INDIRECT, SPECIAL, INCIDENTAL, PUNITIVE OR CONSEQUENTIAL DAMAGES (INCLUDING LOSS OF USE, DATA, REVENUES, BUSINESS OR PROFITS, COST OF PROCUREMENT OF SUBSTITUTE GOODS, SERVICES OR TECHNOLOGY) ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT OR SERVICES OR FOR ANY ERROR OR DEFECT IN THE DELIVERABLES, WHETHER SUCH LIABILITY ARISES FROM ANY CLAIM BASED UPON CONTRACT, WARRANTY, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE, AND WHETHER OR NOT THE COLLEGE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS OR DAMAGE.

12. Choice of Law: This Agreement shall be governed by and construed in accordance with the laws of the State of New York and venue shall be in the State of New York.

13. Compliance with Applicable Law: In performing services hereunder, the College shall comply with all applicable federal, state, municipal and local laws as well as all rules, executive or other orders, requirements and regulations required for performing the Scope of Work. During any visit by the College to School's facilities, the College shall ensure that its representatives abide by and conduct themselves in accordance with all School policies, rules and procedures as are in effect during the course of College's performance of its obligations under this Agreement.

14. Survival: All terms of this Agreement which by their nature extend beyond their termination, remain in effect until fulfilled and apply to respective successors and assigns.

15. Severability: If any section or part thereof, of this Agreement is held to be invalid or unenforceable for any reason, the remaining portion of this Agreement shall continue in full force and effect, and shall be carried out in a manner that is consistent with the intentions of the parties hereto.

16. No Modification Unless in Writing: Except as specifically and expressly addressed in any amendment executed by the parties, the terms and conditions of this Agreement shall govern.

17. Termination: The obligations and liabilities of the College and School under this Agreement may be terminated as follows: (a) the College may terminate this Agreement immediately in the event of a material breach by the School of any of its obligations contained herein; or (b) the College and the School may terminate this Agreement upon

fourteen (14) days written notice, unless the parties mutually agree to a shorter notice period. In the event that this Agreement is terminated, the School will pay the College for Services rendered and expenses incurred, including a thirty (30%) charge for preparation for any Service dates, up to, including and within [four] weeks after the effective date of termination. For schools located outside of New York City, the School shall pay the College an additional fee equal to ten per cent (10%) of the total consideration for this Agreement.

IN WITNESS THEREOF, the College and School hereby execute this Agreement with the intent that it is effective as of 6/3/2026.

Teachers College, Columbia University



Teachers College, Advancing Literacy

Jason Barr, Associate Provost, Teachers College

Onteora Central School District

Onteora Central School District

OLIVE FIRST AID UNIT, INC.

AGREEMENT TO PROVIDE
STAND-BY AMBULANCE SERVICES

This agreement made this the ____ day of _____, _____ by and between Olive First Aid Unit, Inc. and the ONTEORA CENTRAL SCHOOL DISTRICT (OCSD) for the purposes of Olive First Aid Unit, Inc. to provide stand by Basic Life Support ambulance services to the OCSD as defined herein. Whereto the parties agree as follows:

1. Olive First Aid Unit, Inc. agrees to provide one New York State Certified Basic Life Support Ambulance and staffed by New York State Certified Emergency Medical Personnel that meets all requirements as established under Article 30 of the New York State Public Health Law and in conformance with Part 800 of the NYSCRR.

2. Olive First Aid Unit, Inc. shall have the ambulance report to Onteora Senior High School, Boiceville, New York as per the attached schedule.

3. Olive First Aid Unit, Inc. agrees that the ambulance shall arrive at the established time as listed on ATTACHMENT A of this agreement and shall remain on site until released by the coach or unless a patient must be transported to the hospital. In the event a patient is transported to the hospital, the ambulance shall return directly to the game after discharging the patient at the hospital.

4. Upon the sole discretion of Olive First Aid Unit, Inc., Olive First Aid Unit, Inc. may dispatch a backup ambulance in accordance with paragraph 1 of this agreement and at no additional cost to OCSD, if available, to replace the transporting ambulance so as to reduce the time ambulance coverage is absent from the playing field. If Olive First Aid. Unit. is dispatched for a call, the 2nd Ambulance will leave the game to cover the call.

5. Olive First Aid Unit, Inc. staff shall provide patient care in accordance with the current standards of care and in accordance with the New York State BLS Treatment Protocols and the HVREMS Emergency Medical Technician Treatment Protocols. Olive First Aid Unit, Inc. staff shall take medical direction from an approved Medical Control Facility unless otherwise directed by the Medical Control Physician.

6. Olive First Aid Unit, Inc. shall invoice the OCSD at the rate of $100.00 per hour or at a prorated amount partial hour coverage for the listed games minimum of four hours. However, Olive First Aid Unit, Inc. shall not charge OCSD an hourly rate during the time a patient is being transported to the hospital. Stand-by charges are calculated from arrival on site (not more than 15 minutes prior to game start) until released by the coach. All invoices shall be paid by OCSD within 30 days of submission. Olive First Aid Unit, Inc. shall invoice the patient's insurance carrier or patient for all ambulance transportation to the hospital. The invoiced charges shall be at the Olive First Aid Unit,

Inc. standard rate for such services. The OCSD shall have no obligation for ambulance transportation charges incurred by any patient transported from the site to the hospital. Failure of OCSD to advise Olive First Aid Unit, Inc. of game cancelation or time change within four hours of a scheduled commencement, shall result in a billing of $100 per hour for four hours.

7. Olive First Aid Unit, Inc. warrants and represents that the Medical Personnel shall be employees or agents of Olive First Aid Unit, Inc. This agreement is exclusively by and between the OCSD and Olive First Aid Unit, Inc. The Medical Personnel shall be an independent contractor, not an employee of the OCSD for all purpose including, but not limited to, the application of the Fair Labor and Standards Act, provisions related to minimum wage and overtime payment, the Federal Insurance Contribution Act. The Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the New York State Unemployment Insurance Law. The OCSD shall not be liable for any obligations incurred by Medical Personnel, if any, including, but not limited to, unpaid minimum wages and/or overtime premiums. Olive First Aid Unit, Inc. warrants and represents that it and its employees have sole and absolute discretion of the judgment of the matter and means of carrying out the services and activities and responsibilities hereunder. Olive First Aid Unit, Inc. agrees it is and shall remain a separate and independent enterprise from the OCSD, and that a high level of skill will be necessary to perform the work under this agreement.

8. Olive First Aid Unit, Inc. warrants and represents that it will comply with all applicable regulations, including, but not limited to the Health Information Portability and Accountability Act ("HIPAA") and the Family Education Rights and Privacy Act ("FEPRA"). Further, Olive First Aid Unit, Inc. warrants and represents that the Medical Personnel will perform all services in accordance with generally accepted practices and the standard of care applicable to Medical Personnel performing service for OCSD.

9. Olive First Aid Unit, Inc. shall, to the extent permitted by law, defend, indemnify, and hold harmless, the OCSD for any demand, claim, action, proceeding, judgment, costs or expenses, including reasonable attorneys' fees, which arise from the performance of services under this Agreement, unless it arises from the OCSD's negligence.

10. Olive First Aid Unit, Inc. shall be responsible for purchasing and maintaining comprehensive general liability, automobile liability insurance, professional liability insurance and such other insurance in the amount not less than $1,000,000 per occurrence and $2,000,000 aggregate, as is appropriate, for the services being performed furnished hereunder, and as well provide protection from and against claims for damages due to bodily injury, sickness, death, and/or property damage, including the loss of use resulting there-from, which arises from the services being performed and furnished hereunder. Olive First Aid Unit, Inc. shall maintain Workers' Compensation Insurance for not less than the limits as specified or required by law. Olive First Aid Unit, Inc.shall, prior to performing services hereunder, deliver to the OCSD, a certificate of

Insurance that evidences that such insurance naming the OCSD as an additional insured party is in full force and effect and shall maintain such insurance throughout the term of this Agreement.

11. Neither party may assign any rights nor obligations other than this agreement without the other party's prior written consent.

12. Notices required under this agreement shall be sufficient if contained in writing and delivered by hand to an officer of Olive First Aid Unit, Inc. or Office of Superintendent of OCSD or sent by express or overnight mail or by registered or certified mail postage prepaid return receipt requested addressed to the parties as follows:

    Olive First Aid Unit, Inc.
    PO Box 151
    Shokan, NY 12481

    Onteora Central School District
    4166 Route 28
    Boiceville, NY 12412

    All notices of communications should be deemed given when received by the intended recipient.

13. Claims, disputes, or other matters in question between the parties of this agreement arising out of or relating to the agreement or breach thereof shall be subject to and decided by the State of New York and any such claims or causes arising out of or in connection with the agreement shall be commenced in Supreme Court in the State of New York, Ulster County, New York.

David Wiswall, President
Olive First Aid Unit, Inc.

6 / 14 / 2026
Date

Victoria McLaren, Superintendent
Onteora Central School District

___/___/___
Date

ONTEORA
CENTRAL SCHOOL DISTRICT

4166 Route 28, Boiceville, NY 12412
ph. 845.657.8499 • fax 845.657.8742
www.onteora.k12.ny.us

MONICA LACLAIR
BUSINESS OFFICE
Assistant Superintendent for Business
mlaclair@onteora.k12.ny.us

INDEPENDENT CONTRACTOR RETAINER

Name: First Steps Early Education Center

Address: 233 Tinker Street Woodstock NY 12498

Telephone Number: 845-679-6301

In accordance with Education Law of the State of New York, and the regulations of the Onteora Central School District, you are hereby retained as UPK Provider effective 9/1/26 to 6/30/27 at a rate of $10,000 per student [redacted] to a maximum of $300,000 (30 students) with no fringe benefits or deductions. Onteora CSD or its designee reserves the right to monitor all contracts, including purchase orders, from commencement until completion and to certify satisfactory and timely performance/completion of the contract prior to the District's authorization of payment of the agreed contract amount to the contractor. You will be paid on invoices submitted by you, stating the dates and hours that the services you rendered and your total fee. If applicable, you will be required to attend any meetings in reference to the evaluation/report submitted and reports must be submitted for reimbursement. The terms and conditions of this contract are subject to formal approval by the Board of Education. Please sign below and return to the Program Supervisor's Office as soon as possible.

I hereby assert that I am duly qualified as provided by the Education Law, and that I hereby accept the retainer for services under the conditions set forth above.

[redacted] 7/21/26
Signature Date

Alexis Bell [redacted]
Print Name Social Security Number or Federal Tax ID

FOR DISTRICT USE ONLY

Approved by: Carol Grimm 7/22/2026
Program Supervisor Date

Universal PreKindergarten Program F0409-27-7443 (GRANT)
Program Budget Code

Approved by: _____ _____
Superintendent of Schools Date

Updated 08/31/2023

ONTEORA
CENTRAL SCHOOL DISTRICT

4166 Route 28, Boiceville, NY 12412
ph. 845.657.8499 • fax 845.657.8742
www.onteora.k12.ny.us

MONICA LACLAIR
BUSINESS OFFICE
Assistant Superintendent for Business
mlaclair@onteora.k12.ny.us

INDEPENDENT CONTRACTOR RETAINER

Name: Woodland Playhouse

Address: 11 School Lane Phoenicia, NY 12464

Telephone Number: 845-688-3320

In accordance with Education Law of the State of New York, and the regulations of the Onteora Central School District, you are hereby retained as UPK Provider effective 9/1/26 to 6/30/27 at a rate of $10,000 per student ~~per day~~ to a maximum of $200,000 with no fringe benefits or deductions. Onteora CSD or its designee reserves the right to monitor all contracts, including purchase orders, from commencement until completion and to certify satisfactory and timely performance/completion of the contract prior to the District's authorization of payment of the agreed contract amount to the contractor. You will be paid on invoices submitted by you, stating the dates and hours that the services you rendered and your total fee. If applicable, you will be required to attend any meetings in reference to the evaluation/report submitted and reports must be submitted for reimbursement. The terms and conditions of this contract are subject to formal approval by the Board of Education. Please sign below and return to the Program Supervisor's Office as soon as possible.

I hereby assert that I am duly qualified as provided by the Education Law, and that I hereby accept the retainer for services under the conditions set forth above.

Signature — 7/22/2026 Date

Christina M. Davis Print Name — [redacted] Social Security Number or Federal Tax ID

FOR DISTRICT USE ONLY

Approved by: Program Supervisor — 7/22/2026 Date

Universal PreKindergarten Program Program — F0409-27-7443 (GRANT) Budget Code

Approved by: Superintendent of Schools — Date

Updated 08/31/2023

Onteora Central School District

Phone (845) 657-6383
BOICEVILLE, NEW YORK 12412 Fax (845) 657-8742

INDEPENDENT CONTRACTOR RETAINER

Name: _____Matthew Savatgy _____
Address: ____45 Shokan Park Road, Shokan, New York 12481 __
Telephone Number: ____(845) 657-8563 _____

In accordance with Education Law of the State of New York, and the regulations of the Onteora Central School District, you are hereby retained as ___Bennett Environmental Scientist in Residence_____, effective _September 21st, 2026__ to __May 28th, 2027__, at a fee of $__3,180.00/per residency____ , with no fringe benefits or deductions. You will be paid on invoices submitted by you three times during the duration of your residency. These payments will be made from invoices submitted ending: ___November 20th, 2026, February 26th, 2027 and May 28th, 2027.____

This retainer will become valid when signed by you, the Program Supervisor and the Superintendent of Schools. Please sign below and return to the Program Supervisor's Office as soon as possible.

I hereby assert that I am duly qualified as provided by the Education Law, and that I hereby accept the retainer for services under the conditions set forth above.

[signature]	8/5/26
Signature	Date
_____Matthew Savatgy_____	[redacted]
Print Name	Social Security Number or Federal Tax ID
Approved by: [signature]	8/5/26
Program Supervisor	Date
Scientist in Residence	A2110.449-03
Program	Budget Code

Approved by: _____	_____
Superintendent of Schools	Date

Bennett Elementary School
Science in Education Initiative Proposal

Purpose:

To reinforce and enhance the science curriculum already being taught within the classroom in order to help students gain a better understanding and appreciation for the natural world that surrounds them.

Methods:

Environmental Scientist in Residence Program

Provide the faculty with access to an environmental scientist that will work directly with students to help further their understanding of a wide variety of scientific concepts in support of specific grade level goals and standards.

Assist the faculty in expanding their own particular science programs and objectives. Further assist by creating a network of resources and materials that can be shared throughout the school.

Student learning topics available, but not limited to, include physical sciences, life sciences, environmental sciences as well as outdoor learning opportunities.

Desired Outcomes:

To help further prepare students in meeting the New York State Science Standards.
To help students achieve required scores on the New York State Science Test.
To instill in students a desire to explore, investigate and master basic scientific methods and concepts.
To lay the ground work for future programs including expanded outdoor educational opportunities at Bennett.

Required Funding:

$3,180 Stipend for the Environmental Scientist in Residence Program covers the coordination of the Bennett school-wide science program and Nature Trail as well as up to 24 teaching sessions with students. Funding also includes travel, meetings with teachers, materials preparation and set-up, instruction and materials clean-up.

ARTIFICIAL INTELLIGENCE

The use of artificial intelligence (AI) has permeated aspects of everyday life, including school district operations. AI is often embedded into commonly used software such as email spam filters, navigation apps, search engines, speech recorders, spelling and grammar checkers, and word processing auto-complete suggestions. Generative artificial intelligence is a type of AI technology that can quickly generate large amounts of high-quality, convincingly authentic, human-like content, such as language, computer code, data analysis, images, video, and audio, in response to a prompt, based on data that it was trained on.

The widespread availability and use of generative artificial intelligence (GenAI) presents both challenges and opportunities for the district. To improve student learning and district operations, care must be taken to address and mitigate the challenges and maximize the opportunities.

I. Acknowledgements

The district acknowledges that many students are able to access GenAI outside of school and might be able to use GenAI to complete school assignments. The district also acknowledges not all students are able or willing to do so, and should not be penalized for not using GenAI.

The district further acknowledges that the tools to detect the use of GenAI accurately, consistently and fairly may not be available, may quickly become obsolete, or may be biased against English Language Learners.

The district also acknowledges that the data used to train GenAI models is not usually made public, may be biased, and may violate copyright laws. The output generated by GenAI may be biased, wrong, or violate copyright laws.

II. Overall Expectations

All district policies and regulations apply to the use of GenAI, and GenAI may not be used to violate or circumvent district policies and regulations. The district's existing policies on acceptable use of computers (4526 and 8630) and student Code of Conduct, including academic honesty (5300) apply to student use of GenAI. Additionally, the following guidelines are in place:

a. The Board supports the collaborative development of guidelines for responsible, safe, and effective use of GenAI as it relates to the curriculum as well as life outside of or beyond school.
b. Use of AI is intended as a tool to increase teacher effectiveness, not reduce the role of the teacher.
c. The Board respects the professional capacity of the instructional staff to assign work that is less susceptible to student use of GenAI that circumvents learning, and to allow for multiple methods for students to demonstrate competence and understanding.
d. Instructional staff must be clear about their expectations for student use of GenAI in assignments. Staff who suspect a student has not done an assignment on their own can request that the student demonstrate their knowledge of the material in other ways, to the same extent they did prior to the availability of GenAI tools.

ARTIFICIAL INTELLIGENCE

Staff must also be mindful that some GenAI tools are free and others are not, that some GenAI tools are not permitted to be used by those under certain ages, or require parent permission, and that some students and/or parents may not wish to use GenAI tools or input their work into them.

III. AI Tool Approval and Review

All instructional staff requests to use software/tools containing AI must be submitted to the Director of Technology through their building administrator including the intended reasons for and uses of the software/tool. The Director of Technology is responsible for reviewing and approving any software containing AI, in consultation with the Data Protection Officer, to ensure they are compliant with the law and district policies.

The Director of Technology will document the decisions that have been made to evaluate and approve AI software/tools. The Director of Technology will periodically review the AI tools in use in the district for continued compliance with the law and district policies.

IV. Acceptable and Prohibited Uses of Artificial Intelligence

All individuals must use AI tools in a responsible way for educational and professional purposes. The district establishes the following rules for use of AI:

1. Employees may utilize AI tools, ~~with approval from their supervisor~~, consistent with this policy and the district's Acceptable Use of Computers policy(ies), to complement and/or improve teaching or work output. AI tools may be used to assist staff with drafting, organizing, analyzing, and/or suggesting content.
2. All users remain responsible for all work they produce, and any errors it may contain, and must always review any work generated by AI tools.
3. AI tools may be used to support teaching, learning, and operations, but it may not replace professional judgment, instructional decision-making, or meaningful student-teacher interaction.
4. Any district approved, provided or designated AI tools are the only ones that may be used for district, employment, or school-related purposes.
5. Students must cite any AI sources they use as required by their classroom teacher; staff must be able to cite AI sources when requested by their supervisor.

The following uses of AI are prohibited:

1. Users may not use AI tools to conduct or assist with actions prohibited by the Code of Conduct or handbooks, or to violate or circumvent district policies.

ARTIFICIAL INTELLIGENCE

2. Users may not use the district's approved AI tools, or use AI tools with district technology or networks, to access, create, distribute, or display content that is harmful, deceptive, threatening, obscene, disruptive, or sexually explicit, or that is harassment of others, in violation of district policies, or interact with the AI in a manner that supports any of the above. This includes "deepfakes" where an image, video, or audio is generated of an individual, particularly to make it appear as though that person did or said something they did not.
3. Individuals are reminded that the display or distribution within the school community of content listed in #2 above, when created (by them or others) on non-district technology or networks, may result in disciplinary consequences consistent with law, district policy, and collective bargaining agreements. Disciplinary consequences may result if the content is used to harass or threaten others, or if it creates or would foreseeably create a risk of substantial disruption to the school environment. Additionally for employees, consequences may result if their actions undermine their trust or authority, conflict with professional ethical standards, impair the district's mission, or damage public confidence. The district also notes that non-consensual distribution of intimate images is a Class A Misdemeanor under Penal Law §245.15. The district may consult with legal counsel for guidance as needed.

V. Data Privacy and Restrictions on Entering Information into AI Tools

Any use of AI in schools, on school networks/computers, or for school purposes must be compliant with state laws and regulations whenever sensitive information is entered into AI tools, including under third-party agreements. Staff must consult with the district's Data Protection Officer to determine compliance with Education Law §2-d.

Because any information used as input in AI tools may be used by that system and potentially made available to other users of the system, district users must not input any personally identifying, sensitive, copyrighted, proprietary, or confidential district information ~~into an AI tool which can be used by the public~~ consistent with applicable state and federal laws and district policies, including but not limited to the following:

a. Student information: anything that would be protected by FERPA (see policy 5500 and regulation 5500-R) or Education Law 2-d (see policy 8635 and regulation 8365-R).
b. Staff information: anything that would be protected by Education Law 2-d or Labor Law 203-d (see policy 8635 and regulation 8365-R), or other confidential personnel information.
c. School district information: anything that would be withheld from a Freedom of Information Law (FOIL) request (see policy 1120 and regulation 1120-R), or private information under State Technology Law §208 which would require notification in the event of a breach.

Additionally, users of GenAI must exercise caution before inputting any work created by district students or employees. In addition to the above safety and privacy concerns, users must avoid violating copyright protections.

ARTIFICIAL INTELLIGENCE

VI. Human Oversight of Artificial Intelligence

Where not prohibited by law (see section VII below), AI tools may be used to enhance analysis and decision-making by district employees and/or contractors; however, AI may never be used as a substitute for human judgment; a human must always review the recommendations and make the final decision. Where AI is used to aid in decision-making by district employees or contractors, users must document the use of AI. Matters regarding student discipline, grading/assessments, special education decisions, personnel matters, and public-facing district communication are especially sensitive and require human judgement.

VII. Prohibitions Regarding Use of AI in Employment

As required by law, the district's use of Artificial Intelligence Systems must not:

a. Affect the existing rights of district employees under an existing collective bargaining agreement;

b. Affect the existing representational relationships among employee organizations, or bargaining relationships between the district and employee organizations;

c. Result in the discharge, displacement, or loss of position of an employee, including partial displacement such as a reduction in non-overtime work, wages, or benefits; or result in the impairment of existing collective bargaining agreements;

d. Result in the transfer of existing duties and functions currently performed by district employees to an AI system.

"Artificial intelligence systems" is defined in State Technology Law §103-e as a machine-based system that can, for a given set of human-defined objectives, make predictions, recommendations, or decisions influencing real or virtual environments that, when used, may "directly impact the public." Artificial intelligence systems use machine- and human-based inputs to perceive real and virtual environments, abstract such perceptions into models through analysis in an automated manner, and use model inference to formulate options for information or action. This includes but is not limited to systems that use machine learning, large language model, natural language processing, and computer vision technologies, including generative artificial intelligence. This does not include basic calculations, basic automation, or pre-recorded rule-based conditional logic response systems with predefined triggers that automatically initiate predetermined actions, such as If This Then That (IFTT) systems.

"Directly impact the public" is defined in State Technology Law §103-e as when the use of an artificial intelligence system would control, have a material impact on, or meaningfully influence the outcome of activities that impact the safety, welfare, or rights of the public. Such activities include but are not limited to assessments or decisions about individuals including in law enforcement, hiring and employment, financial, educational, or healthcare contexts, decisions regarding access to or eligibility for government benefits or about child welfare, or the functioning of emergency services or critical infrastructure.

ARTIFICIAL INTELLIGENCE

VIII. Disclosure of AI Use

As required by State Technology Law §402, the district will, to the extent feasible, publish a list of the automated employment decision-making tools the district uses, and update it by December 30 annually.

"Automated employment decision-making tools" are defined in State Technology Law §401 as "any software that uses algorithms, computational models, or artificial intelligence techniques, or a combination thereof, to materially automate or replace human decision-making regarding employment, including but not limited to wages and other compensation, hiring, selection for recruitment, discipline, promotion, and termination." Such tools do not include software used primarily for basic computerized processes, such as calculators, spellcheck tools, autocorrect functions, spreadsheets, electronic communications, or any tool that relates only to internal management affairs such as ordering office supplies or processing payments, and that do not materially affect the rights, liberties, benefits, safety or welfare of any individual within the state.

The disclosure will include, to the extent feasible:

a. A description of the tools used by the district;
b. The date the district started using the tools;
c. A summary of the purpose and use of the tools; and
d. Any other information the district deems relevant.

Additionally, while not required by law, to the extent possible, the district will also inform stakeholders of the district's practices for the use of artificial intelligence tools.

IX. Training

The district will provide students and staff with training on any AI tools that the district has made available to them and allows or expects them to use. This training will include how to use such tools, as well as expectations regarding acceptable and prohibited uses, including data privacy.

Cross-ref:
0115, Student Harassment and Bullying Prevention and Intervention
1120, School District Records
4526, Computer Use in Instruction
4526.1, Internet Safety
5300, Code of Conduct
5500, Student Records
8630, Computer Resources and Data Management
8635, Information and Data Privacy, Security, Breach and Notification
8650, School District Compliance with Copyright Law

ARTIFICIAL INTELLIGENCE

Ref:

Family Educational Rights and Privacy Act, as amended, 20 USC 1232g; 34 CFR Part 99
Public Officers Law §84 et seq. (Freedom of Information Law)
Education Law §§2-d; 2510(4); 2585(5); 2588(9); 3013(4)
Civil Service Law §80(10)
Labor Law §203-d
State Technology Law §§103-a; 208; 401; 402
8 NYCRR Part 121
Appeal of P.M. and E.M., 64 EDR Dec. No. 18,549 (2025)

Adoption date:

PUBLIC BE HEARD: BOARD MEETINGS

All meetings of the Board of Education where members meet to conduct public business are meetings which are subject to the Open Meetings Law. The public will be given an opportunity to address the Board at the regular monthly business meeting or at any other meeting at the discretion of the Board.

To sign up for Public Be Heard, the public can contact the District Clerk prior to the meeting or put their name and topic on the sign-in sheet provided at each meeting. If members of the public cannot attend Public Be Heard, they may email the Board at OnteoraBOE@onteora.k12.ny.us . These comments will not be read publicly, but all emails are read by the Board Trustees. If a response is requested, it will be addressed promptly.

Any individual addressing the Board of Education will be asked to give their name at the outset of their comments. A time limit of 3 minutes per person may be set by the board unless otherwise indicated at the meeting.

The following statement of rules will be read by the President of the Board prior to the opening of a public session:

> "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.
>
> Further, all individuals at Board meetings are expected to abide by the rules for Public Conduct on School Property as set forth in the district's Code of Conduct. At board meetings, speakers and observers may not engage in behavior that disrupts the meeting, such as shouting, interrupting others, blocking the free movement of others, or obstructing the views of others. The Board President may order the removal of those who are a threat to the safety of others or who disrupt the orderly conduct of the meeting.
>
> We understand community members are passionate about certain issues. We all want our school board meetings to serve as an example to our students. In that spirit, we ask that all speakers and members of the audience maintain civility and show mutual respect."

No action will be taken by the Board of Education at the same meeting on requests from the public which may necessitate either a new policy or a change in existing policy. It is requested that such requests be submitted in writing and preferably at least one (1) week prior to Regular Board Meetings.

The purpose of a Board Workshop Session is to discuss some aspect of the governance of the

school program.

Education Law Section 1708

Adopted: 12/16/25

Los Angeles Unified School District

Using Technology with Intention: Establishing Guidelines for Student Screen Time Policy

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May 19, 2026

I. Purpose

This policy affirms the District's commitment to equitable access to technology while promoting responsible, purposeful, and age-appropriate use of digital devices and applications. It is intended to provide clear research-based expectations and guardrails for student screen time that support high-quality instruction and ensure that technology enhances, rather than replaces, effective teaching and learning.

II. Authorization

This policy is issued pursuant to the authority of the Los Angeles Unified School District Board of Education and the Superintendent of Schools, including Board Resolution Using Technology with Intention: Establishing Guidelines for Student Screen Time (Res-048-25/26), and consistent with applicable provisions of the California Education Code and existing District guidance regarding instructional practice, student well-being, and the responsible use of technology. (See Attachment B)

III. Background

Los Angeles Unified is committed to fostering focused learning environments that support student achievement, engagement, and overall well-being. As digital devices have become prevalent in schools, the District aims to ensure purposeful integration that supports instructional goals while limiting non-instructional use during the school day.

A. Mission and Vision

Guided by its mission to provide an equitable, high-quality education for all students, this policy reflects a shared responsibility among schools, families, and students to promote digital responsibility, academic focus, and healthy learning habits. By establishing clear expectations and consistent practices, the District seeks to create learning environments that maximize instructional time, support student success, and prepare students to use technology thoughtfully and responsibly in school and beyond.

B. Research

This policy is informed by research examining the effects of educational screen use on student learning, attention, social-emotional development, and well-being. Findings consistently indicate that:

- instructional quality matters more than access to devices alone
- targeted, curriculum-aligned tools may support learning when used intentionally
- technology does not replace strong, teacher-led instruction
- age-appropriate use and adult supervision are critical to ensuring safe and effective learning experiences

C. Consultation and Recommendations

This policy is informed by consultation with independent experts in their field. The District has also sought input from staff, educators, students, parents, and labor partners. The District is committed to continuing its engagement with its partners and constituent groups.

IV. Guiding Principles

Technology use within the District is guided by the following principles:

A. **Instruction First**: Technology is most effective when intentionally integrated into teacher-led instruction. Devices and digital tools are used to support, not replace, strong teacher practices.

B. **Screen Value Over Screen Time**: The District prioritizes the quality, purpose, and impact of technology use over the total number of minutes. Technology is used when it enhances learning and limited when it does not.
C. **Developmentally Appropriate Use**: Technology use reflects students' age, developmental readiness, and ability to self-regulate, with stronger guardrails in early grades and gradual independence over time.
D. **Education-Only Use by Design**: District devices and systems prioritize approved, curriculum-aligned tools, while limiting or blocking access to non-educational content that may distract from learning.
E. **Balance and Whole-Child Development**: Students require a balance of direct instruction, social interaction and collaboration, physical activity and hands-on learning. Technology use does not displace these essential experiences.
F. **Equity and Inclusion**: All students have access to meaningful opportunities with technology, especially for differentiated learning and instructional accommodations, while ensuring that no group of students experiences disproportionate exposure to passive or excessive screen use.
G. **Family Partnership and Transparency**: Families are essential partners, and the District is committed to clear communication and shared responsibility in supporting healthy technology use.
H. **Continuous Improvement and Accountability:** The District monitors, evaluates, and refines technology use based on data, research, and community input to ensure positive outcomes for all students.

V. Screen Time and Device Use Guidance

A. Screen Time Guidance

The District shall establish grade-span screen time guidance designed to support instructional goals and student well-being. Screen time during the school day shall be primarily instructional, time-limited, supervised, and aligned to learning objectives. (See Attachment A)

Non-instructional and recreational use of District devices during the school day shall be discouraged.

The District shall prohibit elementary and middle school student use of District-issued devices during non-instructional school time (e.g., passing periods, lunch, recess), as determined and supervised by school sites, with exceptions for school-approved work.

Specific recommended and maximum screen time ranges by grade span and/or subject will be issued through District administrative guidance and updated annually. Such guidance shall delineate expectations for instructional use during class time as distinct from non-instructional time to support student well-being and balanced use.

The District shall issue screen time guidance and best practices to schools offering online course options, ensuring that students achieve necessary educational objectives while also establishing clear guardrails to prevent digital fatigue from excessive device use.

B. Device Access

Access to one-to-one (1:1) devices and/or shared technology shall be developmentally appropriate and aligned to students' age, grade level, and instructional needs. The District may differentiate device models and limited 1:1

access in earlier grades, while supporting increased independence in upper grades. (See Attachment A)

The District shall eliminate the use of District-issued devices for students in Early Education through first grade, except for District and State -mandated assessments and for students enrolled in an LAUSD Virtual Academy program. (See Attachment A)

For students in grades two through five, the District shall encourage schools to prioritize the use of laptop carts and/or computer labs, where available, and to limit the use of one-to-one devices.

Nothing in this policy precludes student access to devices when required for District- or state-mandated assessments, accommodations, or instructional needs.

C. Device Use

Schools are encouraged, when instructionally appropriate, to intentionally balance digital learning with non-screen instructional strategies, including the regular use of paper-and-pencil assignments, hands-on activities, off-screen homework assignments, and discussion-based learning to support student engagement, fine-motor development, and academic focus.

To minimize reliance on student devices, the District shall ensure that all District-approved curricula include sufficient physical textbooks for all students.

D. Safe and Responsible Use

To support safe, responsible, and effective use of technology, the District shall establish recommendations and strategies for digital citizenship instruction.

VI. Educational vs Non-Educational Use

District devices shall be used for curriculum-aligned educational purposes that promote active student engagement during the school day. Non-educational use including passive consumption for entertainment, gaming, or video streaming, shall be prohibited and blocked, except when explicitly authorized for instructional or accessibility reasons.

VII. Platform and Content Restrictions

The District shall configure devices and systems to prioritize approved, curriculum-aligned applications and restrict access to platforms primarily designed for entertainment or passive consumption.

The District will block access to student-led use of YouTube, social media, and streaming platforms, along with non-approved gaming platforms. Instructional exceptions for gaming may be authorized when directly aligned to instructional objectives and implemented in a time-limited, supervised manner.

VIII. Equity, Access, and Differentiation

Technology use supports differentiated instruction and accessibility while remaining balanced with non-screen instructional approaches. Students shall continue to have access to developmentally and instructionally appropriate District-provided devices and digital tools. Use of devices for students with diverse needs, including but not limited to students with disabilities and English Learners, shall be aligned with educational goals and support services.

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IX. Exclusionary Clause

To ensure compliance with the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act, the restrictions set in the proposed policy shall not apply when digital tools are required to provide a Free Appropriate Public Education (FAPE).

Exemptions: Access to digital tools is permitted without restriction when necessary to implement an IEP or Section 504 Plan, provide assistive technology (AT), or meet accessibility needs. This includes, but is not limited to:

- **Communication:** Augmentative and Alternative Communication (AAC) devices and software.
- **Accessibility Tools**: Speech-to-text, text-to-speech, word prediction, audiobook, magnification software, eyegaze technology, and symbol supports.
- **Input/Access**: Switch access and other adapted input devices.
- **Instructional Accommodations**: Digital tools and platforms specifically required for instruction, assessment, or Universal Design for Learning (UDL) as documented in a student's IEP.

X. Parent and Guardian Rights

Parents and guardians shall receive clear information regarding their child's use of digital tools, including consent options and procedures to request limitations on screen-based instruction, consistent with District requirements and applicable by law.

A. **Consent to Use Digital Tools** The District shall update its processes that allow parents and guardians to consent and opt-in to specific digital tools or applications used during the school day, including AI platforms, as applicable.

XI. School Site Implementation Expectations

Schools are expected to implement this policy through instructional planning and consistent enforcement of District guardrails, while exercising professional judgment to meet student needs. The District shall issue school-site guidance and best practices to support coordinated, school-wide implementation, including strategies to monitor cumulative screen time, align technology use across classrooms and content areas, and promote consistent, balanced instructional practices.

XII. Monitoring, Accountability, and Continuous Improvement

The District shall monitor device use and screen time trends using available data systems to inform continuous improvement. This policy shall be reviewed annually at a public meeting of the Board of Education.

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Appendix A
Screen Time and Device Use Guidelines

Grade Level Span	Phased Implementation	*In-School Screen Time Guidance	Device Access and Use	
			In-School	At Home
Early Ed	Beginning August 2026	Limits: 0 minutes per day	Default to “No 1:1 device,” but with access to device carts for assessments and IEP mandates; Virtual Academy exempted	***Default to “No 1:1 Take-Home Device” ● Implementation begins August 2026
Kinder				
1st Grade				
Grades 2-3	Beginning November 2026	Limits: 0-20 minutes per day	Classrooms will operate using any of the following: ● **1:1 Device Model ● Shared Device Model ● Computer Lab model	
Grades 4-5		Limits: 0-30 minutes per day		
Grades 6-8	Beginning January 2027	Recommendations: 60-120 minutes per day	1:1 Device Model	
Grades 9-12		Recommendations: 90-180 minutes per day		

*Instructional exemptions apply; mandated assessments, IEP mandates, and Virtual Academy exempted
**Parental Opt-Out options apply
***Parental Opt-In options apply, when available

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Appendix B
Board Resolution (Res-048-25/26) Alignment

Resolution Requirements	Policy Sections
Be informed by research, best practices, and input from experts in the field, labor partners, staff, educators, students, and parents and include recommendations and guardrails for screen time usage by grade level and subject, and student disability category (e.g., no device use during Physical Education courses or differentiated screen time for a student on the autism spectrum)	Section III Background - A. Mission and Vision; B. Research and Consultation Section IV Guiding Principles Section V Screen Time and Device Usage Guidance - A. Screen Time Guidance Section VIII Equity, Access, and Differentiation
Prioritize student screen time based on its educational purpose and quality, with valuable learning experiences that cannot be replicated offline prioritized over passive screen use	Section IV Guiding Principles
Articulate best practices of technology use in instruction and provide guidance on how to use student devices most effectively, along with analog alternatives where possible	Section XI School Site Implementation Expectations
Address equity and access considerations and include recommendations and guardrails on the use of laptop carts, one-to-one devices, active screen time, passive screen time, and visual media (including videos used for instruction or played in the background);	Section VIII Equity, Access, and Differentiation Section V Screen Time and Device Usage Guidance - B. Device Access Section VI Education vs Non-Educational Use
Provide maximum daily and weekly in-school screen time limits for students delineated by grade level (e.g., no more than one hour total a day or 5 total hours per week for 3-5th graders), ensuring developmentally appropriate and research-backed screen time limits at all levels with less screen time for younger students	Section V Screen Time and Device Usage Guidance - A. Screen Time Guidance & Attachment A
Eliminate the use of student digital devices for early education through first grade, except for District-mandated formative assessments and for students enrolled in LAUSD Virtual Academy;	Section V Screen Time and Device Usage Guidance - B. Device Access & Attachment A
Encourage schools to utilize laptop carts and/or computer labs for second through fifth grade, while reducing the use of one-to-one devices	Section V Screen Time and Device Usage Guidance - B. Device Access & Attachment A

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Prohibit elementary and middle school student device use during passing periods, lunch, and recess with limited exceptions for teacher-approved school work	Section V Screen Time and Device Usage Guidance - A. Screen Time Guidance & Attachment A
Prohibit and/or block student-led use of YouTube and other video streaming platforms on District provided devices	Section VII Platform and Content Restrictions
Consider prohibiting and/or blocking the use of non-instructional gaming platforms (e.g., Roblox and Fortnite) on District provided devices and networks and continue to block social media platforms	Section VII Platform and Content Restrictions
Clarify opt-out procedures for technology use during the school day	Section X Parent and Guardian Rights
Ensure equitable access to technology by allowing families to opt in to the use of District-issued devices at home	Appendix A
Operationalize how parents and guardians can annually consent/opt-in for each Google application on the Consent to Use Digital Tools form rather than submit a blanket opt-in for all applications listed	Section X Parent and Guardian Rights - A. Consent to Use Digital Tools
Encourage the use of paper and pen assignments and physical textbooks	Section V Screen Time and Device Usage Guidance - C. Device Use
Ensure all District-approved curricula includes sufficient physical texts for all students	Section V Screen Time and Device Usage Guidance - C. Device Use
Encourage off-screen homework assignments, when homework is assigned, especially for elementary and middle school students;	Section V Screen Time and Device Usage Guidance - C. Device Use
Provide recommendations and strategies to safely prepare students to utilize and/or create digital tools	Section V Screen Time and Device Usage Guidance - D. Safe and Responsible Use
Develop and share schoolwide guidance outlining best practices for reducing and monitoring student screen time–including systematic coordination among teachers–to prevent excessive cumulative screentime;	Section XI School Site Implementation Expectations
Be reviewed and approved annually at a public meeting of the Board and updated as needed based on new and emerging technology, with the first annual review to include feedback from educators on the rollout and implementation;	Section XII Monitoring, Accountability, and Continuous Improvement

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