

**ELWOOD PUBLIC SCHOOLS
SPECIAL MEETING / WORK SESSION
OF THE BOARD OF EDUCATION
June 5, 2014
Elwood Middle School Cafeteria
7:30 p.m.**

AGENDA

A. PLEDGE OF ALLEGIANCE

B. RESIDENTS' REMARKS

(7:30 p.m. – 7:45 p.m.)

The Board encourages all residents to attend its meetings, and this section of the agenda affords them the opportunity to speak. Persons wishing to speak should identify themselves and any organization they represent at the meeting. Comments should be kept as brief as possible and may not exceed three minutes (Board Policy 3452). Public discussion of matters relating to staff, students, or others at which their reputations, privacy or right to due process could be in some way violated is prohibited.

C. DISCUSSION ITEM

(7:45 p.m. – 7:55 p.m.)

1. Amendments to Policy 5450.1 Notification of Sex Offenders

D. ACTION ITEMS

(7:55 p.m. – 8:05 p.m.)

1. Recommend the Board approve the personnel agenda. *(TAB A)*

2. Recommend the Board adopt the following policies: *(TAB B)*
 - a. Policy 4705 – **Tutoring** *(second reading)*
 - b. Amended Policy 5450.1 – **Notification of Sex Offenders** *(first reading)*
 - c. Amended Policy 6900 - **Disposal of District Property**

3. Recommend the Board approve the business agenda. *(TAB C)*

E. RESIDENTS' REMARKS

(8:05 p.m. – 8:20 p.m.)

Remarks are limited to items voted on and/or discussed at this business meeting. Persons wishing to speak should identify themselves and any organization they represent at the meeting. Comments should be kept as brief as possible and may not exceed three minutes (Board Policy 3452). Public discussion of matters relating to staff, students, or others at which their reputations, privacy or right to due process could be in some way violated is prohibited. *(up to 30 minutes)*

F. EXECUTIVE SESSION

- a. Personnel
- b. Negotiations

G. ADJOURNMENT

(Next regular meeting June 19, 2014)

ELWOOD PUBLIC SCHOOLS
Elwood, New York

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BOARD OF EDUCATION PERSONNEL ACTIONS

June 5, 2014

KEY:	P-1: Position Abolition	P-6: Tenure Appointments
	P-2: Position Creation	P-7: Other Appointments
	P-3: Resignations	P-8: Other
	P-4: Leaves	P-9: Changes in Table of Organization
	P-5: Terminations	

The Superintendent of Schools recommends that the Board of Education approve the following personnel action items:

P-1-- Position Abolitions:	No Recommended Actions
P-2-- Position Creations:	No Recommended Actions
P-3-- Resignations:	
A) Instructional	No Recommended Actions
B) Civil Service	
1) SHARON CAPPIELLO	
Position	Paraprofessional
Assignment	Elwood-John H. Glenn High School
Effective Date	June 28, 2014
Reason	Retirement
P-4-- Leaves:	No Recommended Actions
P-5-- Terminations:	No Recommended Actions
P-6-- Tenure Appointments:	No Recommended Actions
P-7-- Other Appointments:	No Recommended Actions

BOARD OF EDUCATION PERSONNEL ACTIONS

June 5, 2014

P-8-- Other (*all compensation items are included in the 2013-14 and 2014-15 budget*):

- a) Recommend the Board of Education approve the following teachers for the Homework Club (Regents and Language Prep) at the Elwood-John H. Glenn High School. Compensation rate is \$66.00 per hour.

Maria Aiello, Jennifer Basford, Kimberly Barnes, Solomon Buchman, Nicole Gendjoian, Kevin Harrington, Suzanne Hulme, Patricia Iadarola, Claire Laborde, Christopher Lafferty, Jessica Lang, Diane Locascio, Graceanna Maiello, Susan Mendonca, Joseph Pushee, and Richard Rose.

- b) Recommend the Board of Education approve Donna Fife as the Middle School Summer Reading Moderator for up to 20 hours. Compensation is \$66.00 per hour.
- c) Recommend the Board of Education approve Kevin Collins as a Summer/College Custodial Help at the rate of \$8.00 per hour effective June 2, 2014.
- d) Recommend the Board of Education approve the attached addendum to the Schedule of Substitute Teachers and Nurses for the 2013/2014 school year.

P-9-- Recommend the Board of Education approve the following changes in the Table of Organization:

No Recommended Actions

BOARD OF EDUCATION PERSONNEL ACTIONS
ADDENDUM I TO THE ORIGINAL PERSONNEL AGENDA

June 5, 2014

KEY:	P-1: Position Abolition	P-6: Tenure Appointments
	P-2: Position Creation	P-7: Other Appointments
	P-3: Resignations	P-8: Other
	P-4: Leaves	P-9: Changes in Table of Organization
	P-5: Terminations	

The Superintendent of Schools recommends that the Board of Education approve the following personnel action items:

P-7—Other Appointments:

A) Instructional:

1) **JILL SMITH**

Position	Reading Teacher
Type of Appointment	Probationary
Assignment	James H. Boyd Intermediate School
Effective Date	September 1, 2014
Certification	Permanent Elementary Education Pre-K-6 and Professional Literacy (Birth-Grade 6)
Expiration Date	August 31, 2016
Tenure Eligibility	September 1, 2016
Tenure Area	Reading
Salary	MA+30, Step 7
Reason	To fill a vacant position on the Table of Organization.

B) Civil Service:

1) **APRIL GIARDINA**

Position	School Nurse
Civil Service Title	School Nurse
Type of Appointment	Permanent, Full-time, 10 months
Assignment	James H. Boyd Intermediate School
Effective Date	July 1, 2014
Permanent Status Date	December 28, 2014
Certification	Civil Service (Non-Competitive Class)
Salary	\$53,500
Reason	To fill a vacant position on the Table of Organization

BOARD OF EDUCATION PERSONNEL ACTIONS
ADDENDUM I TO THE ORIGINAL PERSONNEL AGENDA

June 5, 2014

P-8—Other:

- a) Recommend the Board of Education approve the correction for the rate of pay for Social Workers during the summer to be $1/260^{\text{th}}$ of their annual base salary per six and one-half (6.5) hour day (inclusive of a 30 minute lunch) as per the Side Letter of Agreement dated June 13, 2013. This amount shall be prorated if the Social Worker works less than a full day.
- b) Recommend the Board of Education approve the attached Schedule of Substitute Support Staff.

TUTORING

The Board of Education expects that every effort will be made by the administrators and teacher to help a child with any difficulties. Notwithstanding that fact, from time to time a parent may find it appropriate to seek tutorial assistance outside the classroom. Elwood staff shall follow the below guidelines for such tutoring:

1. No member of the teaching staff shall be permitted to charge a fee or receive any compensation from any source other than the School District for privately tutoring a child enrolled in his or her class.
2. Private tutoring for compensation by members of the teaching staff on school property is prohibited, except where such tutoring is both authorized by the District and is at District expense.
3. The District shall have no role in setting the fees paid by parents for private tutoring. The amount of said fees shall be determined by agreement between the parties.
4. No teacher shall utilize any expendable property of the District in conducting private tutoring for compensation except where such tutoring is at District expense.
5. No teacher shall receive compensation of any kind for referring a student to private tutoring.

Adopted:

NOTIFICATION OF SEX OFFENDERS

The Board of Education acknowledges the efforts of local law enforcement to notify the district when a person with a history of sex offenses against a child is being paroled or released ~~within the Elwood School District boundaries into the community~~, in accordance with the provisions of the Sex Offender Registration Act, commonly known as Megan's Law. The purpose of this notification is to protect members of the community, particularly children, by notifying them of the presence of individuals in their midst who may present a danger. Consistent with its duty to protect students under its care, the district shall cooperate with local law enforcement agencies in this endeavor.

Any information regarding sex offenders residing in Elwood as provided by local law enforcement officials pursuant to Megan's Law shall be posted in an appropriate location in all school buildings. In addition, the Superintendent of Schools shall ensure the dissemination of any such information via email to all staff ~~who might come into contact with the offender in the course of doing their jobs, including Building Principals, staff who issue visitors' passes, bus drivers, custodians, playground monitors, security personnel,~~ and coaches. We will also notify our bus vendor and security firm who will then disseminate the information to our bus drivers and security staff. All other staff members and e

Community residents shall be informed via the District's website which will include links to www.parentsformeganslaw.org, www.criminaljustice.ny.gov and www.familywatchdog.us. Postcards will be mailed to all residents for all Level 3 offenders referred to in this policy. of the posting requirement for such information established by this policy and of the availability of the information, upon request. Community residents shall also be reminded of the security measures and personal safety instruction provided at school. All staff requests for information provided by the law enforcement agencies shall be directed to the Building Principal. Requests for information from community residents shall be directed to the District Clerk.

~~_____The Superintendent shall establish any necessary regulations for implementing this policy with the advice of the school attorney. The school district will continue to support the use of the visitor management system which searches the national sex offender registry as part of the visitor registration process.~~

A notice referring the community to this policy will be included in the fall edition of Highlights on an annual basis. This policy shall be disseminated at least once a year to all district residents.

Ref: 42 U.S.C. §1407(d)
Correction Law, Article 6-C (Sex Offender Registration Act)
Doe v. Pataki, 3 F.Supp.2d 456 (SDNY 1998) (current injunction)
Doe v. Pataki, 120 F.3d 1263 (2d. Cir. 1997), *cert. denied*, 522 U.S. 1122 (1998)

Adoption date: February 12, 2009

DISPOSAL OF DISTRICT PROPERTY

Building administrators and support staff supervisors are responsible for identifying obsolete or surplus equipment and supplies within their area(s) of responsibility. Each year, a determination shall be made of which equipment, supplies and/or materials are obsolete and cannot be salvaged or utilized effectively or economically by the school district. Such equipment, supplies, or materials shall be sold through bid procedures, if possible, for the highest possible price.

The ~~School Business Manager~~ Assistant Superintendent for Business shall be authorized to dispose of obsolete or surplus equipment and supplies in the following manner:

1. reassign the items, as needed, to other locations within the school district;
2. centralize the storage of items of potential usefulness; and/or
3. discard or sell as surplus those items determined to be of no further use or worthless.

Following approval by the Board of Education, items may be sold in the following manner:

1. offer to sell the items to local municipalities or local non-profit organizations;
2. sell items at a public sale or through the BOCES approved public online auction site. In the event of a public sale, notice of availability of such equipment, supplies and materials and requests for bids shall be disseminated through announcements in local newspapers and such other appropriate means. The general public, as well as staff members who are not Board members, officers, or involved in the purchasing function, shall be eligible to bid on the equipment, supplies and/or materials; and
3. sell remaining items as scrap for the best obtainable amount or discard in the safest, least expensive manner.

Ref: General Municipal Law §§51; 800 et seq.
Ross v. Wilson, 308 N.Y. 2d 605 (1955)
Matter of Baker, 14 EDR 5 (1974)
Op. St. Compt. 58-120

Adoption date: February 12, 2009

Elwood Union Free School District
Board of Education Business Items

June 5, 2014
Board Agenda

- Key: Tab 1 - Contracts
Tab 2 - Bid Awards
Tab 3 - Health Service Contracts
Tab 4 - Donations
Tab 5 - Other

The Superintendent of Schools recommends that the Board of Education approve the following business action items:

TAB 1: CONTRACTS **None**

TAB 2: BID/RFP AWARDS **None**

TAB 3: HEALTH SERVICE CONTRACTS

- a. Recommend the Board approve the Health and Welfare Services Agreement with **COMMACK UNION FREE SCHOOL DISTRICT** for the 2013-14 school year; **and** that the Board hereby authorizes the Board President to execute the necessary documents on behalf of the Board of Education.
- b. Recommend the Board approve the Health and Welfare Services Agreement with **NORTHPORT-EAST NORTHPORT UNION FREE SCHOOL DISTRICT** for the 2013-14 school year; **and** that the Board hereby authorizes the Board President to execute the necessary documents on behalf of the Board of Education.

TAB 4: DONATIONS

- a. Recommend the Board accept the **OHIOPYLE PRINTS, INC.** donation totaling \$49.36 funding the co-curricular budget at **JOHN H. GLENN HIGH SCHOOL**. The appropriate revenue and expenditure budget codes will be adjusted accordingly.
- b. Recommend the Board accept the **BOX TOPS FOR EDUCATION** donation totaling \$716.40 funding the cultural arts programs at **HARLEY AVENUE PRIMARY SCHOOL**. The appropriate revenue and expenditure budget codes will be adjusted accordingly.
- c. Recommend the Board accept the **JAMES H. BOYD INTERMEDIATE SCHOOL PTA** donation totaling \$10,548.00 funding the **5th grade trip on Skyline Cruises**. The appropriate revenue and expenditure budget codes will be adjusted accordingly.
- d. Recommend the Board accept the **JAMES H. BOYD INTERMEDIATE SCHOOL PTA** donation totaling \$5,556.00 funding **transportation for the 5th grade trip on Skyline Cruises**. The appropriate revenue and expenditure budget codes will be adjusted accordingly.

TAB 5: OTHER **None**