

ELWOOD PUBLIC SCHOOLS
Elwood, New York

**BOARD OF EDUCATION
REORGANIZATION MEETING**

July 1, 2016 – Elwood Middle School Auditorium – 5:00 p.m.

REORGANIZATION AGENDA

The District Clerk will preside.

CALL TO ORDER

I. Pledge of Allegiance

II. Administration of Oath of Faithful Performance of Office to Newly Elected Board Trustee

Newly elected Trustee Deborah M. Weiss to be administered Oath [Public Officers Law, Sections 10 and 30 and New York State Constitution, Article XIII-1].

OATH OF FAITHFUL PERFORMANCE OF OFFICE

“I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Office of Trustee according to the best of my ability.”

III. Election of Board President and Vice President

1. Election of President [Ed. Law 1701, 2504, 2563]. Oath to be administered.

OATH OF FAITHFUL PERFORMANCE OF OFFICE

“I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Office of President of the Board of Education according to the best of my ability.”

From this point, the newly elected President will assume the chair.

2. Election of Vice President [Ed. Law 1701, 2504]. Oath to be administered.

OATH OF FAITHFUL PERFORMANCE OF OFFICE

“I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Office of Vice President of the Board of Education according to the best of my ability.”

IV. Administration of Oath of Faithful Performance of Office to Superintendent of Schools

Dr. Kenneth Bossert to be administered Oath [Public Officers Law, Sections 10 and 30 and New York State Constitution, Article XIII-1]. District Clerk to administer Oath.

OATH OF FAITHFUL PERFORMANCE OF OFFICE

“I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Superintendent of Schools according to the best of my ability.”

V. Appointment of Officers

Recommend the Board make the following appointments:

- 1. District Clerk [Ed. Law 2114, 2130, 2503; Commissioner's Regulations 170.2]Nancy Mancini

OATH OF FAITHFUL PERFORMANCE OF OFFICE

“I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the District Clerk according to the best of my ability.”

- 2. Alternate District Clerk.....Keri Loughlin

OATH OF FAITHFUL PERFORMANCE OF OFFICE

“I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of Alternate District Clerk according to the best of my ability.”

- 3. District Treasurer [Ed. Law 2114, 2130, 2503; Commissioner's Regulations 170.2]Lorraine Dunkel

OATH OF FAITHFUL PERFORMANCE OF OFFICE

“I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Treasurer according to the best of my ability.”

VI. Other Appointments

Recommend the Board make the following appointments and set respective salaries, fees or retainers for 2016/2017:

- 1. Purchasing Agent [Commissioner's Regulations 170.2]Keri Loughlin

2. Deputy TreasurerJoanne Lanzilotta
3. Deputy Purchasing Agent
[Commissioner's Regulations 170.2]Teena Nguyen
4. External AuditorR.S. Abrams **(TAB A1)**
5. Internal Auditor Nawrocki Smith **(TAB A2)**
6. Claims AuditorCerini & Associates, LLP **(TAB B)**
7. General Counsel.....Ingerman Smith LLP **(TAB C)**
8. Special Education CounselFrazer & Feldman **(TAB D)**
9. School Physician [Ed. Law 902, 1709-21;
Commissioner's Regulations 136Scott Gross, M.D.
10. Bond CounselHawkins Delafield & Wood, LLP **(TAB E)**
11. Fiscal AdvisorCapital Markets Advisors, LLC (CMA) **(TAB F)**
12. Third Party Administrator
 - a. Workers' CompensationNassau County Schools Cooperative
Workers' Compensation Self-Insured Trust
Administered by Wright Risk Management **(TAB G)**
 - b. Workers' Compensation Trustee.....Keri Loughlin
Alternate.....Lorraine Dunkel to 7/8/16
.....Rosalia Seiter effective 7/18/16
13. Insurance and Bond Broker.....New York State Insurance Reciprocal (NYSIR) **(TAB H)**
14. Architect of RecordBBS
15. Central Treasurer - Extraclassroom Activity Fund [Ed. Law 2503;
Commissioner's Regulations 172.4
High School..Laura Irace
Middle School.....Alfred Adamo & Donna Fife
16. Records Access OfficerKeri Loughlin
[Public Officers Law 878(b)(ii)]
17. Records Management Officer
[Commissioner's Regulations 185.2(a)(1)Keri Loughlin
18. Asbestos (LEA) Designee [AHERA, Public Law 99-519] and
Integrated Pest Management Coordinator [Commissioner's
Regulations 155.4 (d)(2).....John McDonald

19. Compliance Officer §504Dianne Wilkinson
20. Title IX Hearing Officers
 - a. DistrictPamela Fine
 - b. DistrictEileen Kelly-Gorman
 - c. Building Level
 - Harley..... Elissa Toubin
 - BoydDr. Denise Toscano
 - Middle SchoolDr. Hugh Gigante
 - High School Carisa Burzynski
21. Designated Educational Officer for Project Save.....Keri Loughlin
[Commissioner’s Regulations 155.17]
22. Medicaid Compliance Officer.....Keri Loughlin
23. Student Residency Officer.....Keri Loughlin
24. Homeless Student Liaison.....Keri Loughlin
[Board Policy 5151 and Administrative Regulation 5151-R]
25. Supervisor of the Register of Attendance.....Tracey Benfante
[Board Policy 5011]
26. Dignity Act Coordinators
 - a. District Dianne Wilkinson, Pamela Fine, Eric Neithardt
 - b. Building Level
 - Harley..... Elissa Toubin, Moira Citko
 - BoydDr. Denise Toscano, Adam Goudreau
 - Middle SchoolDr. Hugh Gigante, Dawn Valle,
Lauren Buchholz, Todd Schwartz ,
Sherine DeJesus
 - High SchoolCarisa Burzynski, Leroy Cole,
Thomas Colletti, Joanna Sepp

VII. Designations

1. Recommend the Board designate the following banks as depositories for funds, each bank having a \$25 million limit which may be kept on deposit at any time, and that the banks be authorized to recognize the signatures of the officers as listed in the payment of funds or the transaction of business of said school district accounts for the fiscal year July 1, 2016 to June 30, 2017:

General Accounts -- requiring one authorized signature (*the Treasurer*):

- First National Bank
- Flushing Bank

Extraclassroom Activity Funds at the Middle School and High School -- requiring two authorized signatures (*Principal and Central Treasurer*):

- First National Bank

EXCEPTION TO THE ABOVE: If any payment exceeds \$5,000, the check must be signed by the District Treasurer or Deputy Treasurer and the Superintendent or Assistant Superintendent for Business.

Such checks will therefore have two (2) signatures. Also, checks for administrators and other staff exceeding \$500 must be signed by the District Treasurer and either the Deputy Treasurer or the Superintendent. Checks drawn on activity funds shall require any two of the following signatures: Superintendent, appropriate faculty advisor, appropriate central activity fund treasurer or school district treasurer.

2. Recommend the Board designate **NEWSDAY** and **LONG ISLANDER/RECORD** as the official district newspapers [Ed. Law 2004; General Municipal Law 103].

VIII. Authorizations

1. Recommend the Board authorize the Superintendent of Schools to certify payrolls [Commissioner's Regulations 170.2; Ed. Law 1720, 2523].
2. Recommend the Board authorize a surety bond for the following employees in excess of the dishonesty coverage (faithful performance) of \$100,000:

Treasurer	\$1,000,000	
Assistant Superintendent/Business	\$1,000,000	
District Clerk	\$250,000	
3. Recommend the Board authorize the establishment of Petty Cash funds and designate respective custodians for each fund for the 2016/17 school year, as follows:

Central Administration	\$100.00	Teena Nguyen
Senior High School	\$100.00	Irene Dougherty
Elwood Middle School	\$100.00	Tracey Center
Harley Avenue Primary	\$100.00	Deborah Karle
James Boyd Intermediate	\$100.00	Maria Colarossi
Buildings and Grounds	\$100.00	Kathleen Fanara
4. Recommend the Board authorize the Superintendent of Schools to approve budget transfers in accordance with Board Policy 6150.
5. Recommend the Board authorize the Superintendent of Schools to take action on administrative and teacher requests to attend conferences, conventions and workshops within the limits of the 2016/17 budget appropriations and in accordance with Board Policy [General Municipal Law 77-b].

IX. Other

1. Recommend the Board re-adopt all Board of Education Policies in effect during the previous school year, including the Code of Conduct (Policy 5300). (All policies can be found on the District website under "District > BOE Policies".)
2. Recommend the Board establish the mileage reimbursement rate to be the IRS standard mileage rate per mile for business miles driven.
3. Recommend the Board delegate to the Superintendent and each building principal the power to suspend a student for a period not to exceed five (5) consecutive school days at any one time [Ed. Law 3214].
4. Recommend the Board adopt the following Resolution:
BE IT RESOLVED, that each of the religious holidays designated by the Commissioner of Education during the school year 2016/17 on which school must be held, be eliminated from the 2016/17 State aid attendance worksheet, if it is in the best interest of the district.

5. Recommend the Board re-establish an Audit Advisory Committee (Policy 6690) for the 2016/17 school year, re-adopt the charter [Board Policy 6690-E] and appoint the following members to the Committee for the 2016/17 school year:
Andrew L. Kaplan
Timothy Mayette
Kenneth Rubin
and two Board liaisons (to be determined) **(TAB I)**
6. Recommend the Board approve the resolution adopting Section 18 of the Public Officers Law of the State of New York (supplemental indemnification). **(TAB J)**
7. Recommend the Board approve the members of the Committee on Special Education for the 2016/17 school year. **(TAB K)**
8. Recommend the Board approve the members of the Committee on Preschool Special Education for the 2016/2017 school year. **(TAB L)**
9. Recommend the Board approve the list of Surrogate Parents for the 2016/2017 CSE/CPSE meetings [Commissioner's Regulations 200.2(e)(2)]. **(TAB M)**
10. Recommend the Board appoint Impartial Hearing Officers for the 2016/17 CSE/CPSE meetings from the most current certified list maintained in the New York State Impartial Hearing Reporting System. [Commissioner's Regulations 200.2(e)(1)(ii).
11. Recommend the Board appoint Jay Siegel and Robert Simmelkjaer as Hearing Officers for Civil Service Law, Section 75 proceedings.

X. Adjournment

ELWOOD PUBLIC SCHOOLS
Elwood, New York

**BOARD OF EDUCATION
REGULAR BUSINESS MEETING**

July 1, 2016 – Elwood Middle School Auditorium

AGENDA

A. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

(TAB N)

1. Special Meeting -- April 19, 2016
2. Special Meeting -- June 7, 2016

B. COMMENDATIONS - This section of the agenda gives the Board of Education an opportunity to publicly recognize and commend individuals for outstanding accomplishments or contributions made to the Elwood School District. *(Deferred until schools reopen.)*

C. BOARD RECOGNITION OF DONATIONS

1. Elwood Teachers Alliance donation of \$100 to help fund the Maker Faire program
2. Elwood Booster Club donations:
 - a. \$11,000 to help fund calculators for the High School math department
 - b. \$11,000 to help fund a sensory room at Harley
 - c. \$11,000 to help support the Middle School music department

D. REPORT FROM THE SUPERINTENDENT OF SCHOOLS/SUPERINTENDENT'S COMMENTS REGARDING TONIGHT'S AGENDA – Dr. Bossert

E. RESIDENTS' REMARKS – 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 relate to school matters, and they should be kept as brief as possible and may not exceed three minutes (Board Policy 2351). 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. **(30 minutes)**

F. PRESENTATIONS -- (No Recommended Items)

G. DISCUSSION ITEMS -- (No Recommended Items)

H. FINANCIAL MATTERS -- (No Recommended Items)

I. ACTION ITEMS

BE IT RESOLVED THAT, upon the recommendation of the Superintendent of Schools, the the following business matters be approved:

1. **Personnel Agenda** – as per attached

(TAB O)

2. **Special Education**

- a. Recommend the Board approve the Committee on Special Education’s recommendations for students’ classifications/placements and/or discontinuance of services:

<u>Submitted to the Board</u>	<u>Meeting Dates</u>
June 15	April 11; May 9, 19 (3 meetings)
June 22	February 4; March 11; April 6 (2 meetings), 19 (3 meetings), 21; May 16, 19 (2 meetings), 23, 25; June 9

- b. Recommend the Board approve the Committee on Preschool Special Education’s recommendations for student’s classifications/placements and/or discontinuance of services:

<u>Submitted to the Board</u>	<u>Meeting Dates</u>
June 10	June 7 (3 meetings)
June 16	April 1, 8 (2 meetings); May 3, 10, 17, 18
June 17	April 8 (2 meetings); May 10, 17

3. Recommend the Board adopt the following revised policies (*second reading*): **(TAB P)**
- a. Policy 6150 – Budget Transfers
 - b. Policy 8130 – School Safety Plans and Teams

4. Recommend the Board approve the following resolution:

RESOLVED, that the Board of Education herewith approves and adopts the District’s Annual Professional Performance Review plan for classroom teachers and principals in compliance with Education Law Section 3012-d and 8 N.Y.C.R.R. 30-3, commencing with the 2016-2017 school year; and

BE IT FURTHER RESOLVED, that the Board authorizes the Superintendent or his designee to submit the plan via the online portal to the Commissioner of Education for review; and

BE IT FURTHER RESOLVED, that the Board authorizes the Superintendent and Board of Education President to execute the Joint Certification Form, as required for submission of the plan to the Commissioner of Education.

5. Recommend the Board accept the Official Vote Tallies for the School Budget Vote held on June 21, 2016. **(TAB Q)**

6. Recommend the Board adopt the following textbook for the AP Environmental Science course at the high school: **(TAB R)**
Environmental Science for AP, 2ND edition, Friedland and Relyea (W.H. Freeman and Company, 2015)

7. Recommend the Board approve members and Board liaisons for the various Board Committees and Subcommittees. **(TAB S)**

8. **Business Agenda** – as per attached **(TAB T)**

J. ITEMS NOT LISTED ON AGENDA

K. COMMUNICATIONS

L. RESIDENTS' REMARKS

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 2351). 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. **(30 minutes)**

M. EXECUTIVE SESSION

N. ADJOURNMENT

ELWOOD PUBLIC SCHOOLS
Elwood, New York

BOARD OF EDUCATION PERSONNEL ACTIONS

July 1, 2016



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: No Recommended Actions

P-4-- Leaves: No Recommended Actions

P-5-- Terminations:

A) Instructional:

1) **DONNA ROBBINS**

Position	Teaching Assistant
Assignment	Elwood-John H. Glenn High School
Effective	August 31, 2016
Reason	Resignation

P-6-- Tenure Appointments: No Recommended Actions

P-7-- Other Appointments:

A) Instructional:

1) **DORIS SMITH**

Position	English Teacher
Type of Appointment	Part-time (0.5 FTE)
Assignment	Elwood-John H. Glenn High School
Effective Date	September 1, 2016
Certification	Permanent English 7-12
Expiration Date	June 30, 2017 or earlier at District discretion
Tenure Eligibility	Not applicable
Tenure Area	English
Salary	50% of MA, Step 4
Reason	To fill a vacant position on the Table of Organization

B) Civil Service: No Recommended Actions

BOARD OF EDUCATION PERSONNEL ACTIONS

July 1, 2016

P-8-- Other:

- a) Recommend the Board of Education approve Nicole Biscari as a substitute teacher for the Summer K-5 ELA/Math Program effective July 25 through August 12, 2016 at the compensation rate of \$66.00 per hour.
- b) Recommend the Board of Education approve the following teachers for the Curriculum Writing Projects. Compensation is \$66.00 per hour. Payment is being funded by the title grants. (Each teacher is approved for 10 hours).

<i>Sarah Ketchum</i>	<i>High School English</i>
<i>Beth Theodorellis</i>	<i>Grade 4 Social Studies</i>

- c) Recommend the Board of Education approve the following employees for the Special Education Summer Program effective July 5 through August 12, 2016. Compensation is pursuant to Collective Bargaining Agreement, Employment Contract or Board Policy:

<u>Name:</u>	<u>Position:</u>
<i>Martine Pirolo</i>	<i>Teacher</i>
<i>Andrea Gosik</i>	<i>Teaching Assistant</i>
<i>Nancy Evans</i>	<i>Paraprofessional</i>

- d) Recommend the Board of Education approve Paul Lasurdo, a Music Teacher at the Elwood Middle School for an additional 0.2 FTE bringing his total FTE to 1.2 for the 2016/2017 school year. This additional staff is within the Table of Organization.
- e) Recommend the Board of Education approve Sheri Davis as the AP Coordinator at the Elwood-John H. Glenn High School for the 2015/2016 school year.
- f) Recommend the Board of Education approve the attached Amendments to the Salary and Benefits Agreements for the following employees and authorize the Board of Education President to execute said Amendments:

<u>Name:</u>	<u>Title:</u>	<u>Effective Date:</u>
<i>Tracey Benfante</i>	<i>District Data Coordinator</i>	<i>July 1, 2016</i>
<i>Kevin Conron</i>	<i>Micro-repair Technician</i>	<i>July 1, 2016</i>
<i>Martha Hanley</i>	<i>Micro-repair Technician</i>	<i>July 1, 2016</i>
<i>John McDonald</i>	<i>Director of Facilities III</i>	<i>July 1, 2016</i>
<i>Elizabeth McLoughlin</i>	<i>School Lunch Manager</i>	<i>July 1, 2016</i>
<i>Teena Nguyen</i>	<i>Accountant</i>	<i>July 1, 2016</i>
<i>Jason Winters</i>	<i>Network & Systems I</i>	<i>July 1, 2016</i>

<i>Nancy Barkocy</i>	<i>Superintendent's Secretary</i>	<i>July 1, 2016</i>
<i>Patricia Buckley</i>	<i>Confidential Secretarial Asst</i>	<i>July 1, 2016</i>
<i>Joanne Lanzilotta</i>	<i>Confidential Principal Clerk</i>	<i>July 1, 2016</i>

<i>April Giardina</i>	<i>School Nurse</i>	<i>July 1, 2016</i>
<i>Lisa McNamara</i>	<i>School Nurse</i>	<i>July 1, 2016</i>
<i>Linda Pellegrino</i>	<i>School Nurse</i>	<i>July 1, 2016</i>
<i>Karen Wenda</i>	<i>School Nurse</i>	<i>July 1, 2016</i>
<i>Linda Wilson</i>	<i>School Nurse</i>	<i>July 1, 2016</i>

BOARD OF EDUCATION PERSONNEL ACTIONS

July 1, 2016

- g) Recommend the Board of Education approve Alexander Pihetski as college/summer custodial help effective July 5, 2016 at the compensation rate of \$9.00 per hour.

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

No Recommended Actions

ELWOOD PUBLIC SCHOOLS
Elwood, New York

BOARD OF EDUCATION PERSONNEL ACTIONS

ADDENDUM I TO THE ORIGINAL PERSONNEL AGENDA

July 1, 2016

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-3-- Resignations

A) Instructional:

1) **CHARLES ROGENER**

Position	Special Education, Social Studies and Technology Teacher
Assignment	Elwood-John H. Glenn High School
Effective Date	August 31, 2016
Reason	Resignation

P-7-- Other Appointments:

A) Instructional:

1) **KATLYN SABINO**

Position	Social Studies Teacher
Type of Appointment	Part-time (0.5 FTE)
Assignment	Elwood-John H. Glenn High School
Effective Date	September 1, 2016
Certification	Professional Social Studies 7-12
Expiration Date	June 30, 2017 or earlier at District discretion
Tenure Eligibility	Not applicable
Tenure Area	Social Studies
Salary	50% of MA, Step 1
Reason	To fill a vacant position on the Table of Organization

P-8-- Other:

- a) Recommend the Board of Education approve \$44.84 per hour as the rate of pay for Lorraine Dunkel for up to ten (10) days of training in the Business Office.

BOARD OF EDUCATION PERSONNEL ACTIONS

ADDENDUM I TO THE ORIGINAL PERSONNEL AGENDA

July 1, 2016

-
- b) Recommend the Board of Education approve following employees for the AIS Tutor positions at the Elwood-John H. Glenn High School for the 2016/2017 school year at a rate of \$31.95 per period (44/60ths of the home tutoring rate of \$43.57).

<u>Name:</u>	<u>Subject Area:</u>	<u>Periods:</u>
<i>Michael Blinn</i>	<i>Social Studies</i>	<i>7 periods (replacing K.Sabino)</i>
<i>Lisa Markowski</i>	<i>English</i>	<i>7 periods (replacing D.Smith)</i>

- c) Recommend the Board of Education approve the following teachers for the Curriculum Writing Projects. Compensation is \$66.00 per hour. Payment is being funded by the title grants.

<i>Christina Kerensky-DeSimone</i>	<i>Math Curriculum Revisions</i>	<i>5 hours</i>
<i>KeriAnn Powell</i>	<i>K-2 Science (Living Env)</i>	<i>10 hours</i>

- d) Recommend the Board of Education approve the annual salary for Nancy Mancini, District Clerk, to be \$10,814 for the 2016/2017 school year.

- e) Recommend the Board of Education approve the following substitute teachers for the 2016/2017 school year:

<i>Sarah Ketcham</i>	<i>Initial English 7-12</i>
<i>Brooke Wheeler</i>	<i>Initial English 7-12</i>

- f) Recommend the Board of Education approve Nicholas Collins as college/summer custodial help at the compensation rate of \$9.00 per hour (pending fingerprint clearance).



Elwood Union Free School District
Board of Education
BUSINESS AGENDA
July 1, 2016

- 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

- a. Recommend the Board approve the agreement with **Elwood Care** to provide before and after school services/care program for resident children for the 2016-2017 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 agreement and business associate agreement with **Dr. Scott Gross** for the 2016-2017 school year; **and** that the Board hereby authorizes the Board President to execute the necessary documents on behalf of the Board of Education.
- c. Recommend the Board approve the agreement/renewal pricing proposals with **Centris Group (Frontline Technologies)** for IEP Direct/RTIm Direct for the 2016-2017 school year; **and** that the Board hereby authorizes the Board President to execute the necessary documents on behalf of the Board of Education.
- d. Recommend the Board approve **Gallagher Bollinger Insurance Inc.** to administer Student Accident Insurance coverage for the 2016-2017 school year.
- e. Recommend the Board approve incoming **Special Education** tuition agreements for the 2016-2017 school year; **and** that the Board hereby authorizes the Board President to execute the necessary documents on behalf of the Board of Education:
 - Kings Park CSD
 - North Babylon UFSD
 - Babylon UFSD
 - Commack UFSD
 - Half Hollow Hills UFSD
- f. Recommend the Board approve the agreement with **Integra Consulting and Computer Services, Inc.** to provide assistance in our **E-Rate** application and processing activities for the 2016-2017 school year; **and** that the Board hereby authorizes the Board President to execute the necessary documents on behalf of the Board of Education.

TAB 2 - BID AWARDS

NONE

TAB 3: HEALTH SERVICE CONTRACTS

- a. **BE IT RESOLVED**, that the Board of Education approves the following school districts to provide 2016-2017 **Health and Welfare Services** to the Elwood Union Free School District:

<u>Name of District</u>	<u>Private School</u>
Bay Shore	Bay Shore Christian Academy
Brentwood	MDQ Academy
Commack	Holy Family Regional
Harborfields	LOL Montessori - Centerport
Hauppauge	Ivy League Gersch Academy
Hicksville	Our Lady of Mercy Elementary
Huntington	Huntington Montessori St. Patrick's
Jericho	LuHi
Manhasset	Our Lady of Grace
Northport	St. Paul's Trinity Regional
Oyster Bay	East Woods School St. Dominic HS
Smithtown	Smithtown Christian
South Huntington	St. Pius LI School for the Gifted St. Anthony's HS
Syosset	Our Lady of Mercy
Uniondale	Kellenberg Memorial High School
West Islip	St. John the Baptist
Westbury	Holy Child Academy

TAB 4: DONATIONS

- a. Recommend the Board accept the **Elwood Teachers Alliance** donation of \$100 funding the Maker Faire Program. The appropriate revenue and expenditure budget codes will be adjusted accordingly.
- b. Recommend the Board accept the **Elwood Booster Club** donation of \$11,000 funding the Music Department at Elwood Middle School. The appropriate revenue and expenditure budget codes will be adjusted accordingly.
- c. Recommend the Board accept the **Elwood Booster Club** donation of \$11,000 funding the sensory room at Harley Avenue Primary School. The appropriate revenue and expenditure budget codes will be adjusted accordingly.
- d. Recommend the Board accept the **Elwood Booster Club** donation of \$11,000 funding calculators for the Math Department at John H. Glenn High School. The appropriate revenue and expenditure budget codes will be adjusted accordingly.

TAB 5: OTHER

- a. Recommend the Board approve the distribution (12 monthly payments) of anticipated tax monies received by the school district on behalf of the **Elwood Public Library** for the 2016-2017 school year in the amount of \$1,514,921.
- b. **BE IT RESOLVED**, that the Board of Education approves **school lunch prices** for the 2016-2017 school year as follows:
 - **Harley Ave Primary School** \$2.25
 - **James H. Boyd Inter School** \$2.25
 - **Elwood Middle School** \$2.50
 - **John H. Glenn High School** \$2.50

- c. Recommend the Board approve the **Food Services Income Eligibility Guidelines for Free & Reduced Price Meals or Free Milk** for the 2016-2017 school year.
- d. Recommend the Board approve the **John H. Glenn Football** team trip to attend camp at **Fresh Air Fund/Sharpe Reservation** from Sunday, August 21st through Friday, August 26th.
- e. Recommend the Board approve the **disposal request** dated June 24, 2016 of various library books at Harley Avenue Primary School due to condition and/or relevancy.

SCHOOL SAFETY PLANS AND TEAMS

Emergencies and violent incidents in schools are critical issues that must be addressed in an expeditious and effective manner. The Board of Education recognizes its responsibility to adopt and amend a comprehensive district wide school safety plan and building-level emergency response plan(s) regarding crisis intervention, emergency response and management.

Taken together, the district and building plans shall provide a comprehensive approach to addressing school safety and violence prevention, and provide the structure where all individuals can fully understand their roles and responsibilities for promoting the safety of the entire school community. The plans shall be designed to prevent or minimize the effects of serious violent incidents and emergencies and to facilitate the district's coordination with local and county resources. The plans shall also address risk reduction/prevention, response and recovery with respect to a variety of emergencies and violent incidents in district schools.

In accordance with state law and regulation, the district shall have the following school safety teams and plans to deal with crisis intervention and emergency response and management:

Comprehensive district-wide school safety team and plan

The Board will appoint a district-wide school safety team that includes, but is not limited to, a representative from the Board, ~~student~~, teacher, administrator, and parent organizations, school safety personnel and other school personnel. This team shall be responsible for the development and review of a comprehensive district-wide school safety plan. The plan shall cover all district school buildings and shall address crisis intervention, emergency response and management at the district level. It shall include all those elements required by law and regulation.

~~A copy of the plan shall be available in the district offices for inspection by the public.~~

Building-level emergency response teams and plans

Each Building Principal shall be responsible for appointing a ~~school safety~~building level emergency response team that includes representation from teachers, administrators, parent organizations, school safety personnel, other school personnel, ~~local~~-law enforcement officials, ~~local ambulance~~fire officials and other emergency response agencies. The ~~school safety~~emergency response team shall be responsible for the development and review of a building-level emergency response plan for each district building. ~~The plan(s) shall address communication, emergency response, and evacuation at the building level and shall include all procedures required by law and regulation. The plan shall address response to emergency situations, such as those requiring evacuation, sheltering and lock-down at the building level and shall include all components required by law and regulation. These confidential plans shall include evacuation routes, shelter sites, medical needs, transportation and emergency notification of parents and guardians.~~

~~Within each building, the school safety team shall designate~~ Building level emergency response plans shall designate:

- an emergency response team for incidents that includes appropriate school personnel, ~~local~~ law enforcement officials, fire officials and representatives from local, regional and/or state emergency response agencies to assist the school community in responding to a serious violent incident or emergency; and
- a post-incident response team that includes appropriate school personnel, medical personnel, mental health counselors and other related personnel to assist the community in coping with the aftermath of a serious violent incident or emergency.

The Building Principal shall be responsible for conducting at least one test every school year of the emergency response procedures under this plan including procedures for sheltering and early dismissal.

To maintain security and in accordance with law, the building-level emergency response plan(s) shall be confidential and shall not be subject to disclosure under the Freedom of Information Law or any other law.

Team Appointments

The members of all district and building-level teams shall be appointed on an annual basis. In appointing team members, the Board and the Building Principal will make an effort to include other persons beyond those groups identified in law and policy who can contribute to ensuring continuity among the plans.

Annual Review and Report

~~Each~~ All plans shall be reviewed annually and updated, if necessary, by the appropriate ~~school safety team~~ by July 1st ~~every year and updated as needed. Each team shall submit a report to the Board annually stating that it has reviewed the plans and setting forth its recommendations for revisions, if any, to the plan.~~ In conducting the review, the building-level teams shall consider any changes in personnel, local conditions and other factors including an evaluation of the results of the annual test of the emergency response procedures which may necessitate updating of plans.

The Superintendent of Schools shall be responsible for filing the district-level school safety plan and any amendments to the plan with the Commissioner within 30 days after their adoption. Each Building Principal shall be responsible for filing the building-level safety emergency response plan for his or her building and any amendments to the plan with the appropriate local law enforcement agency and the state police within 30 days after their adoption.

Cross-Ref: 5300, Code of Conduct

Ref: Education Law §2801-a (school safety plans)
Executive Law §2B (state and local natural and manmade disaster preparedness)
8 NYCRR Part 155 (Educational Facilities)
~~*Project SAVE Guidance Document for School Safety Plans*~~ Guidance, New York
State Education Department, ~~April 2001~~ June 2010

Adoption date: February 12, 2009

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BUDGET TRANSFERS

The transfer of funds between and within functional unit appropriations of the General Fund is commonly required during the school year. The Superintendent of Schools, in accordance with the Regulations of the Commissioner of Education, is authorized to make budget transfers between line item accounts as developed by the New York State Comptroller's Office Uniform System of Accounts and as required to be reported in the New York State Education Department ST3 – Fiscal Reporting System, so long as the transfer does not exceed \$5,00010,000 in the aggregate per year. All transfers in excess of that amount require prior Board of Education approval. The Superintendent will report all transfers which do not require Board approval as an information item at the next Board of Education business meeting.

Ref: Education Law §1718
8 NYCRR §170.2(1)

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