

**NORTH ROSE-WOLCOTT CENTRAL SCHOOL DISTRICT  
ORGANIZATION AND REGULAR MEETING AGENDA**

**JULY 9, 2026 5:00 PM LARGE GROUP INSTRUCTION ROOM @ DISTRICT OFFICE**

**1) Call to Order/Pledge of Allegiance**

a. Approval of Agenda

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the agenda of July 9, 2026.

*Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, all in favor \_\_\_-\_\_\_.*

**2) Administer Oath of Office:**

Elected Board members and the Superintendent will sign the Oath of Office

**3) Election of Officers:**

Position	2025-2026	2026-2027
President	Lucinda Collier	
Vice President	Tina Reed	

**4) Administer Oath of Office to newly Elected Board officers:**

After election, the President will assume the Chair once the Oath of Office is administered.

**5) Board Appointments and Other Designations:**

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, appoints the following individuals to serve in the stated positions with stipends as stated for the 2026-2027 school year, effective July 1, 2026.

*A motion for approval of the following Board Appointments, Items A, s made by \_\_\_\_\_, and seconded by \_\_\_\_\_ any discussion- All in favor \_\_\_-\_\_\_.*

**a) The following will be appointed annually:**

Position	2025-2026	2026-2027
District Clerk	Tina St. John – Stipend \$7,364	Tina St. John – Stipend \$7,659
District Clerk Pro-Tem	Melanie Geil	Melanie Geil
District Treasurer	Phyliss Moore	Phyliss Moore
Deputy District Treasurer	Norma Lewis	Norma Lewis
Tax Collector	Emily Merry – Stipend \$4,885	Emily Merry – Stipend \$5,080
Deputy Tax Collector	Frederick Prince	TBD
External Auditor	Mengel Metzger Barr & Co. LLP.	Mengel Metzger Barr & Co. LLP
Central Treasurer, Extra Classroom Activities Account:		
<ul style="list-style-type: none"> <li>• High School</li> <li>• Deputy Central Treasurer HS</li> <li>• Middle School</li> <li>• North Rose Elementary</li> </ul>	Nick Wojieck, \$2,983 TBD Kelly Cole, Stipend \$1,664 Kelly Cole, Stipend \$347	Nick Wojieck - \$3,102  Kelly Cole - \$1,731 Kelly Cole - \$361
Faculty Auditor, Extra Classroom Activities Account:	Building Principals	Building Principals
Essential Employees for weather-related purposes		
<ul style="list-style-type: none"> <li>• \$500.00 stipend payable in two installments in November and March:</li> <li>• Head Custodians</li> </ul>		Branden Jones Dianna Mitchell

<ul style="list-style-type: none"> <li>• Maintenance</li> <li>• Sr. Maintenance</li> </ul>		Tammy Avery Nate Finch Jim Yager Matt O'Neill
--	--	--

*A motion for approval of the following Board Appointments, Item B is made by \_\_\_\_\_, and seconded by \_\_\_\_\_ any discussion- All in favor \_\_\_-\_\_\_.*

**b) The following positions must be appointed but need not be reappointed annually:**

Position	2025-2026	2026-2027
Director of School Health Services	Michelle Durham, FNP-C	Tompkins-Seneca-Tioga BOCES
Supervisors of Attendance	Building Principals or Designee	Building Principals or Designee
Committee on Special Education	Chelsea Eaton Rebecca Kandt Sara Boogaard Joy Fields	Chelsea Eaton Rebecca Kandt Sara Boogaard Tamara Gray Nixon
Subcommittee on Special Education: Chairperson:	Chelsea Eaton Rebecca Kandt Sara Boogaard Joy Fields	Chelsea Eaton Rebecca Kandt Sara Boogaard Tamara Gray Nixon
Committee of Preschool Education	Chelsea Eaton Rebecca Kandt Sara Boogaard Joy Fields	Chelsea Eaton Rebecca Kandt Sara Boogaard Tamara Gray Nixon
504 Committee		Chelsea Eaton Rebecca Kandt Sara Boogaard Tamara Gray Nixon Lisa Visalli Joseph Canori ES Assistant Principal TBD
Records Access Officer	Andrew DiBlasi	Andrew DiBlasi
Records Management Officer Foil Officer	Andrew DiBlasi	Andrew DiBlasi
Asbestos Hazard Response Act (AHERA) & Local Education Agency (LEA) designee	Jeremy Sebastiano	Christopher Cappelli
Compliance Officer (Title IX/Section 501/ADA) for Discrimination and Harassment	Megan Paliotti Frederick Prince	Megan Paliotti Andrew DiBlasi
Liaison for Homeless Children and Youth	Laurie Elliott	Laurie Elliott
Data Protection Officer	Lisa Brower	Jeremy Briggs
Chemical Hygiene Officer	Stephen Shepard	Stephen Shepard
Chief Emergency Officer	Michael Pullen	Michael Pullen

*A motion for approval of the following Board Appointments, Item C is made by \_\_\_\_\_, and seconded by \_\_\_\_\_ any discussion- All in favor \_\_\_-\_\_\_.*

**c) The following may also be appointed:**

Position	2025-2026	2026-2027
School Attorney	Bond, Schoeneck & King, PLLC Barclay & Damon, LLP	Bond, Schoeneck & King, PLLC Barclay & Damon, LLP

	Capital Region BOCES	
Claims Auditor	Emily Merry	Emily Merry
Deputy Claims Auditor	Russell Harris	Russell Harris

*A motion for approval of the following Designations, Item D is made by \_\_\_\_\_, and seconded by \_\_\_\_\_ any discussion- All in favor \_\_\_-\_\_\_.*

**d) Designations: The following designations will be made by the Board at the Annual Organization Meeting in July.**

Position	2025-2026	2026-2027
Petty Cash Funds & Petty Cash Custodians - \$100.00 General Fund		
<ul style="list-style-type: none"> <li>• High School</li> <li>• Middle School</li> <li>• North Rose Elementary</li> <li>• District Office</li> <li>• Bus Garage</li> </ul>	Amanda Paylor Jamie Smith-Bundy Christie Bradford Cathy Luke William Pinkerton	Amanda Paylor Jamie Smith-Bundy Christie Bradford Cathy Luke William Pinkerton
Petty Cash Funds & Petty Cash Custodians - \$100.00 Cafeteria Fund		
<ul style="list-style-type: none"> <li>• Cafeteria</li> <li>• Start-up Fund</li> </ul>	Rita Lopez	Rita Lopez
Official Newspaper(s)	<i>Finger Lakes Times</i> <i>Lakeshore News</i>	Times of Wayne County
Banks of Deposit	Lyons National Bank, JP Morgan Chase, Health Economics Group, NYCLASS	Lyons National Bank, JP Morgan Chase, NYCLASS
Signature on checks	Phyliss Moore Norma Lewis	Phyliss Moore Norma Lewis
Purchasing Agent	Andrew DiBlasi	Andrew DiBlasi
Deputy Purchasing Agent	Frederick Prince	TBD
To certify payrolls	Andrew DiBlasi	Andrew DiBlasi
Designated Education Official to receive court notification of student sentence/adjudications	Megan Paliotti	Megan Paliotti
School Pesticide Representative	Jeremy Sebastiano	Christopher Cappelli
Reviewing Official for participation in the Child Nutrition Program	Rita Lopez	Rita Lopez
Verification Official for participation in the Child Nutrition Program	Rita Lopez	Rita Lopez
Hearing Official in the Child Nutrition Program	Andrew DiBlasi	Andrew DiBlasi
School Architect	SWBR Architecture, Engineering & Landscape, P.C. SEI Design Group	SWBR Architecture, Engineering & Landscape, P.C. SEI Design Group
Request for Use of School Facilities	Andrew DiBlasi	Andrew DiBlasi
Collection of School Taxes	Lyons National Bank	Lyons National Bank
Designee to Determine Student Residency	Megan Paliotti	Megan Paliotti

*A motion for approval of the following Authorizations is made by \_\_\_\_\_, and seconded by \_\_\_\_\_ any discussion- All in favor \_\_\_-\_\_\_.*

**6) Authorizations:**

**The following authorizations will be made by the Board at the Annual Organizational meeting in July.**

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, appoints the following individuals to serve in the stated positions for the 2026-2027 school year, effective July 1, 2026.

Position	2024-2025	2026-2027
To authorize attendance of staff at conferences, workshops, etc.	Megan Paliotti Michael Pullen	Megan Paliotti Michael Pullen
To authorize budget transfers	Michael Pullen	Michael Pullen
To sign applications for State and Federal Grants in Aid	Michael Pullen	Michael Pullen
Authorize Superintendent to approve contracts up to \$25,000 for the 2025-2026 School Year, including but not limited to, contracts for professional services, purchase contracts and public works contracts, as long as they fall within budgeted amounts.	Michael Pullen	Michael Pullen
Authorize Superintendent to execute change orders to existing construction contracts up to \$35,000 for the 2025-2026 School Year.	Michael Pullen	Michael Pullen
Authorize President to sign document on behalf of the BOE	BOE President	BOE President
Authorize Vice President to sign documents in the absence of the President	BOE Vice President	BOE Vice President
Authorize the Superintendent to carry out Section 913 Proceedings as necessary	Michael Pullen	Michael Pullen
Authorize Payroll Clerk to sign tax forms	Kelly Wyatt BOCES CBO	Kelly Wyatt BOCES CBO

*A motion for approval of the following Bonds is made by \_\_\_\_\_, and seconded by \_\_\_\_\_ any discussion- All in favor \_\_\_-\_\_\_.*

**7) Official Undertakings (Bonds)**

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves bonds for District employees as follows:

- Bond for District Treasurer (\$1,000,000)
- Bond for Deputy Treasurer (\$1,000,000)
- Bond for District Activities Accounts Treasurers (\$100,000)
- Bond for District Tax Collector (\$1,500,000)
- Internal Claims Auditor (\$1,000,000)

*A motion for approval of the School Lunch/Meal Pricing is made by \_\_\_\_\_, and seconded by \_\_\_\_\_ any discussion- All in favor \_\_\_-\_\_\_.*

**8) School Lunch/ Meal Pricing**

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following 2026-2027 School Lunch Meal Pricing rates:

Students will continue to get breakfast & lunch at no cost due to the district being CEP.

Additional Meal Costs:			
Grade Level	Breakfast	Lunch	Milk
K-4	\$2.00	\$2.60	\$0.75
5-12	\$2.00	\$2.75	\$0.75
Adult Meal (includes Tax)	\$3.25	\$5.43	

*A motion for approval of the Mileage Reimbursement Rate made by \_\_\_\_\_, and seconded by \_\_\_\_\_ any discussion- All in favor \_\_\_-\_\_.*

**9) Mileage Reimbursement Rate:**

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the mileage reimbursement rate to be the same as the IRS mileage rate.

*A motion for approval of the Substitute Compensation is made by \_\_\_\_\_, and seconded by \_\_\_\_\_ any discussion- All in favor \_\_\_-\_\_.*

**10) Substitute Compensation:**

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the substitute pay rates for the 2026-2027 school year.

Teacher	<p>Non-Certified @ \$131.27/day; Certified @ \$149.16/day; and Certified + retired from NRW @ \$173.03/day.</p> <p>Rates and Conditions for Special Circumstances:            Certified Long Term Sub – <i>anticipated</i> employment of 20+ consecutive days in same assignment/in certification area - \$267.44/day.</p> <p>Certified Long Term Sub- <i>non-anticipated</i> assignment of 20+ days in same assignment/in certification area – 1 - 20 days = daily rate/ 21+ day/\$267.44.</p> <p>Certified Long Term Sub - any assignment of 40+ days must be held by a teacher certified within that area/subject.</p>
Teaching Assistant	<p>Hourly Rates – Non-Certified: \$17.89/hour; Certified: \$19.09/hour; Certified + retired from North Rose – Wolcott: \$21.47hr.</p> <p>Rates and Conditions for Special Circumstances:            Certified Long Term Sub – <i>anticipated</i> employment of 20+ consecutive days in same assignment - \$125.08/day.</p> <p>Certified Long Term Sub - <i>non-anticipated</i> assignment of 20+ days in same assignment – 1 - 20 days = hourly rate/ 21+ day/\$125.08</p>
Retired Service Employees	Hourly rate of pay for retired support staff will be the substitute hourly rate plus \$2.00 per hour when subbing in the same area as prior to retirement.
Bus Driver	\$26.00/hr.
School Monitor	\$16.50/hr.

Clerical	\$16.50/hr.
Teacher Aide	\$16.50/hr.
Food Service Helper	\$16.50/hr.
Cleaners & Custodians	\$16.50/hr.
RN	\$26.50/hr.
Messenger	\$16.50/hr.
Mechanics	\$18.50/hr.
Maintenance	\$18.50/hr.

**11) Public Access to the Board:**

This time is provided for residents of the District to address the Board of Education. Persons wishing to speak must complete the sign in sheet and be recognized by the President. The speaker will be allowed three minutes to address the Board of Education.

**12) Consent Agenda:**

*A motion for approval of the following items as listed under the CONSENT AGENDA is made by \_\_\_\_\_, and seconded by \_\_\_\_\_ any discussion- All in favor \_\_\_-\_\_.*

a. Board of Education Meeting Minutes

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the Meeting Minutes of June 25, 2026.

b. Recommendations from CSE and CPSE

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the recommendations for the Committee on Special Education dated April 22, 30, May 7, 20, 27, June 9, 10, 12, 15, 16, 18, and 24, 2026; and instructs the Superintendent to implement the recommendations on behalf of the following individuals identified by student number:

14956	15429	12499	15076	14019	12928	14078	14853	14890	14877
14228	14945	14712	14429	13786	13910	15351	12901	14879	
IEP Amendments:									
15383	15066								

c. Collection of School Taxes

**BE IT FURTHER RESOLVED** that the authority to perform the duties of the Board with regard to correction of errors on tax rolls and refund of taxes based on such errors is hereby delegated to the Tax Collector; this delegation of authority is applicable only where the recommended correction or refund does not exceed \$2,500, as specified in sections 554 and 556 of the real property tax law.

d. Final Reserve Fund Plan

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the Report of Reserve Funds and Use of Reserves Policy to be updated annually.

e. Authorization for Appointment of an Impartial Hearing Officer

**BE IT RESOLVED**, that the current list of certified hearing officers from the State Education Department's web-based Impartial Hearing Officer Reporting System, who are identified as available to serve in this

District, and the list as amended from time-to-time by the State Education Department and posted on the web-based IHO reporting system as the District's list of Impartial Hearing Officers.

BE IT ALSO RESOLVED, that the School District Clerk and Chief School Officer or Chief School Officer's designee shall select certified hearing officers from the State Education Department's web-based Impartial Hearing Officer Reporting System, who are available to serve in the District from the list of Impartial Hearing Officers who are certified by the Commissioner of Education of New York State; and document the rotational selection process and engage in the ministerial acts necessary to determine the first available impartial hearing officer for selection in each particular case. The State Education Department's then-current published list on the web-based Impartial Hearing Officer Reporting System will constitute the District's list of names and statement of the qualifications of each Hearing Officer.

BE IT ALSO RESOLVED, that when an Impartial Hearing Officer must be appointed at a time when the Board of Education is not in session or between board meetings, the Board President or Vice-President are authorized to appoint the first available hearing officer to serve in a particular case. In the event that neither the Board President nor Vice President is available to make such an appointment, any member of the Board may appoint the first available hearing officer to serve on a particular case. Board Member appointment of an Impartial Hearing Officer to conduct a hearing shall be promptly reported to the Board.

f. Appointment of District Safety Committee

According to the SAVE legislation a committee must be appointed to maintain a district-wide school safety plan. The plan addresses crisis intervention, emergency responses, and management.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of the following individuals to the North Rose - Wolcott Central School District Safety Committee for the 2026-27 school year:

Michael Pullen	Megan Paliotti	Chelsea Eaton	Andrew DiBlasi
Amanda Hogan	Jeremy Briggs	Nicole Sinclair	Crystal Yarnes
Karen Haak	Marcie Stiner	Rita Lopez	Lisa Visalli
Joseph Canori	ES AP	Deputy Gravino	
Mark Mathews	David Hahn	Patricia Weber	
William Pinkerton	Rebecca Kandt	Colleen Barron	
Rob Anderson	Christopher Cappelli	Sara Casini	
Jennifer Searls	BOE Member TBD	Kathryn Nash	

g. RIC ONE Risk Operations Center

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 North Rose-Wolcott CSD, 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 North Rose-Wolcott CSD 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 North Rose-Wolcott CSD 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.

h. Personnel Items:

1. Letter of Resignation – Sarah Patterson

Sarah Patterson, Elementary Teacher, has submitted a letter of resignation.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law accepts the resignation from Sarah Patterson as Elementary Teacher effective July 14, 2026.

2. Letter of Resignation – Michael Lockwood

Michael Lockwood, Clerk/Typist, has submitted a letter for resignation to accept another position within the District.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law accepts the resignation, contingent upon his appointment as Senior Clerk/Typist from Michael Lockwood, effective with the close of business June 30, 2026.

3. Pro-Tem District Clerk – Melanie Geil

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves Melanie Geil to serve as Pro-Tem District Clerk for the 2026-27 school as per contract.

4. Create and Appoint Senior Clerk/Typist – Michael Lockwood

**RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education of the North Rose-Wolcott Central School District creates the following 1.0 FTE position and approves the following appointment:

**Position:** Senior Clerk/Typist

**Appointment/Name:** Michael Lockwood

**Civil Service Title and Status:** Senior Clerk/Typist, Probationary

**Classification/Hourly Rate:** Non-Exempt / \$21.53 per hour (minus applicable deductions)

**Probationary Period:** July 1, 2026-December 31, 2026

5. Permanent Appointment – Becky Frank

Karen Haak recommends Becky Frank to a permanent appointment as Teacher Aide.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the permanent appointment of Becky Frank. as Teacher Aide, effective August 27, 2026.

6. Tenure Appointments

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of Crystal Yarnes on tenure in the Principal tenure area effective July 11, 2026.

7. Appoint Recreation Assistants – Fitness Center

Marc Blankenberg recommends the following individuals to work in the Fitness Center.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the appointment of Samantha Acker as a Recreation Assistant – Fitness Center at rate of \$16.00/hour for the 2026-2027 school year.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the appointment of Alan Ball as a Recreation Assistant – Fitness Center at rate of \$16.00/hour for the 2026-2027 school year.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the appointment of Sarah Lynn as a Recreation Assistant – Fitness Center at rate of \$16.00/hour for the 2026-2027 school year.

8. Appoint Teaching Assistant – Zackary Wilhoit

Karen Haak recommends Zackary Wilhoit to fill a Teaching Assistant position.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the four-year probationary appointment of Zackary Wilhoit as a Teaching Assistant conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Certification: Teaching Assistant, Level I

Tenure Area: Teaching Assistant

Probationary Period: September 1, 2026-August 31, 2030

Salary: Step A, \$23,961

The expiration date is tentative and conditional only. In order to be eligible for and considered for tenure, the teacher must meet all requirements of the educational law and corresponding regulations.

9. Appoint Physical Education Teacher – Andon Fedore

Nicole Sinclair recommends Andon Fedore to fill a Physical Education Teacher position.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the four-year probationary appointment of Andon Fedore as a Physical Education Teacher, conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Certification: Physical Education, Initial

Tenure Area: Physical Education

Probationary Period: September 1, 2026-August 31, 2030

Salary: Step A- \$50,014

The expiration date is tentative and conditional only. In order to be eligible for and considered for tenure, the teacher must meet all requirements of the educational law and corresponding regulations.

10. Co-Curricular Appointments

The following individuals are being recommended to fill co-curricular positions.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, appoints the following individuals to fill co-curricular positions for the

Name	Bldg.	Title	Step	Year	Salary
Nicci Crane	MS	Musical Costume Designer	1	3	\$1,003
Tony Tubolino	MS	NJHS Advisor	2	4	\$2,061
Adam Bishop	MS	Bus Loader	2	4	\$1,723
Kurt Laird	MS	Bus Loader	4	12	\$2,107
Alex Richwalder	MS	Musical – Pit Band Director	4	12	\$2,184
Alex Richwalder	MS	Instrumental – Solo Fest Advisor			\$32.50/hr. 8 hrs. max
Alex Richwalder	MS	Band – All County	2	6	\$708
Alex Richwalder	MS	Band – All State	2	5	\$708
Christina King	MS	Chorus – All County	1	1	\$514
Christina King	MS	Chorus – All State	1	1	\$514
Christina King	MS	Chorus – Solo Fest Advisor			\$32.50/hr. 8 hrs. max
Christing King	MS	Musical Director	1	1	\$3,403
Caitlin Bishop	MS	Student Council Advisor	2	6	\$2,160
Caitlin Bishop	MS	Musical Director	2	6	\$4,594
David Hahn	MS	Student Council Advisor	2	4	\$2,160
David Hahns	MS	Class Advisor – 2032	1	1	\$724
Crystie Weigand	MS	Yearbook Advisor	3	9	\$1,984
Kathleen Von Winters	MS	Yearbook Advisor	2	4	\$1,718
Ethan Durocher	MS	AV Club Advisor	2	4	\$2,061
Samantha Christian	MS	Art Club	1	1	\$1,526
Adam Bishop		Athletic Event Staff			Per NRWTA Contract
Melanie Geil		Athletic Event Staff			Per NRWTA Contract
Michael Groth		Athletic Event Staff			Per NRWTA Contract
David Hahn		Athletic Event Staff			Per NRWTA Contract
Gary Lockwood		Athletic Event Staff			Per NRWTA Contract
Michael Lockwood		Athletic Event Staff			Per NRWTA Contract
Joseph Slaski		Athletic Event Staff			Per NRWTA Contract
Jerry DeCausemaker		Athletic Event Staff			Per NRWTA Contract
Kelly Cole		Athletic Event Staff			Per NRWTA Contract
Brian Cole		Athletic Event Staff			Per NRWTA Contract
Lisa Olmstead		Athletic Event Staff			Per NRWTA Contract
Julie Norris		Athletic Event Staff			Per NRWTA Contract
Carrie Hoesterman		Athletic Event Staff			Per NRWTA Contract
Heather Dennis		Athletic Event Staff			Per NRWTA Contract

**11. Academic and Enrichment Summer Program Appointments**

The following individuals are being recommended to work in the summer academic and enrichment programs that are funded by grants.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following individuals to work various summer academic and enrichment programs from July 1, 2026 through August 27, 2026 conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87.

Staff	Position	\$/Hr.
Jennifer Marriott	Grant Program Teacher	\$44.63/hr.

**12. Coaching and Athletic Department Appointments**

Marc Blankenberg recommends the following individuals to fill coaching and athletic department positions.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following coaching and athletic department appointments for the 2026-27 school year, conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87, and successful completion of all required First Aid/CPR and Child Abuse courses.

Position		Name	Step	Years	Salary
Aquatics Director		Brian Cole	1	1	\$6,503

13. Written Agreement between the Superintendent and the North Rose-Wolcott Teachers' Association and an Employee of the District

**RESOLUTION**

Resolved, that the Board of Education of the North Rose-Wolcott Central School District approves the written agreement between the Superintendent of Schools and the North Rose-Wolcott Teachers' Association and an Employee of the District, executed on June 25, 2026.

14. Approve Amended Terms & Conditions of Employment

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the amended Terms and Conditions of Employment for the Automotive Mechanic for the 2026-2027 school year. The contracts are on file with the District Clerk.

15. Summer Curriculum Writing/Professional Development

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the following individual to participate in curriculum writing workshops in July-August 2026 at \$35.00/hr.

Zackary Wilhoit

16. Summer Food Service Program Appointment

The following individuals are being recommended to work in the summer Food Service Programs.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following individuals to in the summer Food Service Programs from June 22, 2026 through June 30, 2026 conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87.

Staff	Position	\$/Hr.
Jacqueline Harris	Food Service Helper	\$16.64/hr.

**13) Policies**

*A motion for approval of items as listed under Policies is made by \_\_\_\_\_, and seconded by \_\_\_\_\_ any discussion- All in favor \_\_\_-\_\_.*

a) Approval of Policies

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the following new and/or revised policies:

7000	Students	
7350	Timeout and Physical Restraint	Revised

7552	Student Gender Identity	Delete
7680	Independent Educational Evaluations	Revised

**14) Items requiring a roll call vote:**

*A motion for approval of item #1 is made by \_\_\_\_\_, and seconded by \_\_\_\_\_ with the following votes being cast:*

1. Co-Curricular Appointment

The following individual is being recommended to fill a co-curricular position.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, appoints the following individual to fill a co-curricular position for the 2026-27 school year.

Name	Bldg.	Title	Step	Year	Salary
Sara Boogaard	MS	Class Advisor - 2031	1	2	\$724

Lucinda Collier	Voting	_____ yes	_____ no
Tina Reed	Voting	_____ yes	_____ no
John Boogaard	Voting	_____ yes	_____ no
Linda Eygnor	Voting	_____ yes	_____ no
Lesley Haffner	Voting	_____ yes	_____ no
Travis Kerr	Voting	_____ yes	_____ no

**Good News:**

**Board Member Requests/Comments/Discussion:**

- 

**Informational Items:**

- Claims Auditor Report

**Motion for Adjournment**

*There being no further business or discussion, a motion is requested adjourn the regular meeting*

*Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_ - \_\_\_\_ . Time adjourned: \_\_: \_\_ p.m.*

**NORTH ROSE-WOLCOTT CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR MEETING MINUTES**

**June 25, 2026      5:00 PM      LARGE GROUP INSTRUCTION ROOM @ DISTRICT OFFICE**

**PRESENT:**

**BOE Members:** Lucinda Collier, Tina Reed, John Boogaard, Linda Eygnor, Lesley Haffner, Travis Kerr

**Superintendent:** Michael Pullen

**Student Representative:** excused

**District Clerk:** Tina St. John

Approximately 4 students, staff and guests

**1. Call to Order/Pledge of Allegiance**

President, Lucinda Collier called the meeting to order at 5:01p.m.

**Approval of the Agenda:**

Motion for approval was made by John Boogaard and seconded by Linda Eygnor with the motion approved 6-0.

**Additions to the Agenda:**

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law accepts the additions to the June 25, 2026 meeting agenda.

The motion was made by Lesley Haffner and seconded by Tina Reed with motion approved 6-0.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the agenda of June 25, 2026.

**2. Presentations:**

- Superintendent Update – Michael Pullen
  - Mr. Pullen provided an overview of the High School Summer 2026 programming
  - Mr. Pullen congratulated the 89 2026 graduates

**3. Public Access to the Board:**

- No one Addressed the Board of Education

**4. Reports and Correspondence:**

- Policy Committee –Lesley Haffner, Tina Reed
  - First Reading: The following policies are being submitted for a first reading:

<b>7000</b>	<b>Students</b>	
7350	Timeout and Physical Restraint	Revised
7552	Student Gender Identity	Delete
7680	Independent Educational Evaluations	Revised

**5. Consent Agenda:**

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Travis Kerr and seconded by Linda Eygnor with the motion approved 6-0.

- a. Board of Education Meeting Minutes

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the meeting minutes of June 11, 2026.

b. Recommendations from CSE and CPSE

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the recommendations for the Committee on Special Education dated March 20, April 15, May 1, 5, 6 13, 14, 15, 18, 19, 20, 28, June 2, 8, 9, 10, 11, 16, 17, 2026; and instructs the Superintendent to implement the recommendations on behalf of the following individuals identified by student number:

15375	15376	14940	15076	15079	14997	14512	15123	13404	15377
15366	15101	14383	14723	15328	14631	12527	14620	15048	15212
15049	13866	15210	13005	14569	14097	14170	13739	13755	15055
15285	14175	15154	15189	14666	15260	15354	15228		
IEP Amendments:									
15354									

c. Substitute Teachers and Substitute Service Personnel

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the individuals named on the substitute lists, which are on file with the District Clerk.

d. Treasurer Report

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the Treasurer Report for May 2026.

e. Authorization to Dispose of District Property

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of School and pursuant to Education Law, authorize the Director of Business Operations and Finance to declare the following equipment as surplus:

- Detailed list on file with District Clerk

f. North Rose - Wolcott Service Employees' Association Contract Ratification

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of School and pursuant to Education Law, hereby ratifies and approves the terms of the Agreement between the Superintendent of Schools of the North Rose - Wolcott Central School District and the North Rose - Wolcott Service Employees' Association for the period covering July 1, 2026 through June 30, 2029.

BE IT FURTHER RESOLVED that the Board of Education approves the necessary funds for this agreement. The full terms and conditions of employment are on file with the District Clerk.

g. Funds Transfer

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the transfers of up to \$25,000 to the EBALR Reserve, up to \$25,000 to the Unemployment Reserve, up to \$400,000 to the (ERS) Retirement Contribution Reserve Account, up to \$200,000 to the TRS Reserve Account, up to \$1,000,000 to the Capital Bus Reserve, and up to \$3,000,000 to the Capital Building Reserve Account to be funded with unexpended funds as of June 30, 2026, in accordance with the District's Funding and Use of Reserves Policy.

h. Personnel Items:

1. Letter of Resignation- Charity Ingham

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law accepts the resignation from Charity Ingham as Teacher Aide, effective June 16, 2026.

2. Letter of Resignation- Stephanie Reeves

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law accepts the resignation from Stephanie Reeves as Speech Teacher, effective June 21, 2026.

3. Provisionally Appoint Director of Facilities II -Christopher Cappelli

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves provisional appointment of Christopher Cappelli as Director of Facilities II, conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 effective July 13, 2026. Contract is on file with the District Clerk.

4. Appoint Physical Education Teacher - William Korzeniewski

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the four- year probationary appointment of William Korzeniewski as a Physical Education Teacher, conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Certification: Physical Education, Initial

Tenure Area: Physical Education

Probationary Period: September 1, 2026-August 31, 2030

Salary: Step A- \$50,014

The expiration date is tentative and conditional only. In order to be eligible for and considered for tenure, the teacher must meet all requirements of the educational law and corresponding regulations.

5. Appoint Art Teacher - Samantha Christian

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the four year probationary appointment of Samantha Christian as an Art Teacher conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Certification: Visual Arts - Initial

Tenure Area: Visual Art

Probationary Period: September 1, 2026-August 31, 2030

Salary: Step A \$50,014

The expiration date is tentative and conditional only. In order to be eligible for and considered for tenure, the teacher must meet all requirements of the educational law and corresponding regulations.

6. Appoint Special Education Teacher – Katherine Pringle

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the four- year probationary appointment of Katherine Pringle as a Special Education Teacher conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Certification: Students with Disabilities All Grades, Initial

Tenure Area: Students with Disabilities Generalist

Probationary Period: September 1, 2026-August 31, 2030

Salary: Step B, \$51,495

The expiration date is tentative and conditional only. In order to be eligible for and considered for tenure, the teacher must meet all requirements of the educational law and corresponding regulations.

7. Appoint School Psychologist – Tamara Gray Nixon

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the four-year probationary appointment of Tamara Gray Nixon as a School Psychologist conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Certification: School Psychologist - Permanent

Tenure Area: Psychologist

Probationary Period: September 1, 2026-August 31, 2030

Salary: Step T, \$69,475

The expiration date is tentative and conditional only. In order to be eligible for and considered for tenure, the teacher must meet all requirements of the educational law and corresponding regulations.

8. Permanent Appointment – Sonja Coleman

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the permanent appointment of Sonja Coleman as Food Service Helper, effective August 27, 2026.

9. Permanent Appointment – Stacey Crocker

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the permanent appointment of Stacey Crocker as Food Service Helper, effective August 27, 2026.

10. Tenure Appointments

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of Steven Johnson on tenure in the Science tenure area effective August 29, 2026.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of Daniel Kim on tenure in the Elementary tenure area effective August 30, 2026.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of Kaitlyn Bouwens on tenure in the Physical Education tenure area effective August 30, 2026.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of Nicole Smith on tenure in the Teaching Assistant tenure area effective August 30, 2026.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of Caroline Strub on tenure in the Music tenure area effective August 30, 2026.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of Karen Landean on tenure in the Teaching Assistant tenure area effective September 1, 2026.

11. Written Agreement between the Superintendent and the North Rose-Wolcott Teachers' Association and two Employees of the District

**RESOLUTION**

Resolved, that the Board of Education of the North Rose-Wolcott Central School District approves the written agreement between the Superintendent of Schools and the North Rose-Wolcott Teachers' Association and two Employees of the District, executed on June 21, 2026.

12. Consultant Agreement

**RESOLUTION**

**Resolved**, that the Board of Education approves the written agreement between the Superintendent of Schools and Erin Ingersoll, executed on June 23, 2026 to provide the services of an Occupational Therapist to the District for the term of July 1, 2026 through August 28, 2026, upon the terms and conditions set forth therein.

13. Leadership Council

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following to serve on Leadership Council for the 2026-2027 school year at a stipend of \$2500.

<b>Lead Teachers:</b>	<b>Building</b>
Lindsey Roberts	Elementary School
Christine Chapman	Elementary School
Daniel Kim	Elementary School
Melissa Mason	Elementary School
Jordan Bradt	Elementary School
Patty Weber	Elementary School

David Hahn	Middle School
Jill Ricci	Middle School
Lindsay Wiegand	Middle School
Adam Bishop	Middle School
Amy Wiktorowicz	High School
Lisa Olmstead	High School
William McDermott	High School
Amy Suss	High School
Brittany Wright	High School
Nicholas Wojciek	High School

14. Summer Food Service Programs Appointments

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following individuals to in the summer Food Service Programs from July 1, 2026 through August 27, 2026 conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87.

Staff	Position	\$/Hr.
Stacey Crocker	Food Service Helper	\$16.70/hr. to be adjusted upon completion of negotiations
Arline Perce	Food Service Helper	\$20.39/hr. to be adjusted upon completion of negotiations
Heidi Pare	Food Service Helper	\$16.71/hr. to be adjusted upon completion of negotiations
Roger Anderson	Food Service Helper	\$16.71/hr. to be adjusted upon completion of negotiations
Heather Luther	Food Service Helper	\$16.12/hr. to be adjusted upon completion of negotiations
Jacqueline Harris	Food Service Helper	\$16.64/hr. to be adjusted upon completion of negotiations
Casey Ferguson	Food Service Helper	\$18.01/hr. to be adjusted upon completion of negotiations
Megan Jock	Food Service Helper	\$19.20/hr. to be adjusted upon completion of negotiations
Keri McQuown	Cook	\$17.26/hr. to be adjusted upon completion of negotiations

15. Co-Curricular Appointments

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, appoints the following individuals to fill co-curricular positions for the 2025-26 school year.

Name	Bldg.	Title	Step	Year	Salary
Jon Jones	HS	Chorus Solo Fest Advisor			\$32.50/hr. 8 hrs. max

16. Co-Curricular Appointments

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, appoints the following individuals to fill co-curricular positions for the

2026-27 school year.

Name	Bldg.	Title	Step	Year	Salary
Melissa Mason	ES	Student Council Advisor	1	2	\$961
Jordan Bradt	ES	Student Council Advisor	3	8	\$1,498
Melissa Mason	ES	STEAM Club Advisor	1	1	\$838
Kate Nash	ES	AV Club Advisor	2	6	\$2,061

17. Aquatics Program

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following individuals as Water Safety Instructors and/or Lifeguards or Program Directors for all swim programs during the 2026-2027 school year.

Name	Position(s)	Rate/Hr.
Kat Lange	Swim Program Director	\$32.43/hr.
Brian Cole	Swim Program Director	\$28.96/hr.
Matthew Cole	Swim Program Director	\$28.96/hr.
Helen Palmer	Swim Program Director	\$28.96/hr.
Amanda Randall	Swim Program Director	\$32.43/hr.
Kaitlyn Cox	Swim Program Director	\$28.96/hr.
Autumn Davenport	Lifeguard	\$16.00/hr.
Margaret Wanek	Lifeguard	\$16.00/hr.
Emarie Lange	Lifeguard	\$16.00/hr.
Keira Costello	Lifeguard	\$16.00/hr.
Matthew Ingersoll	Lifeguard	\$16.00/hr.
Bryan Mahoney	Lifeguard	\$16.00/hr.
Thomas Mahoney	Lifeguard	\$16.00/hr.
Zoe Dennis	Lifeguard	\$16.00/hr.
Calvin Terzolo	Lifeguard	\$16.00/hr.
Teagan Lynn	Lifeguard	\$16.00/hr.
Cooper Connelly	Lifeguard	\$16.00/hr.
Carleigh Sutton	Lifeguard	\$16.00/hr.
Addison Decker	Lifeguard	\$16.00/hr.

18. Summer Curriculum Writing/Professional Development

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the following individual to participate in curriculum writing workshops in July-August 2026 at \$35.00/hr.

Samantha Christian

Tamara Gray Nixon

**6. Items requiring a roll call vote:**

A motion for of Items #1 and #2 is made by Travis Kerr and seconded by Lesley Haffner. The following votes were cast

1. Aquatics Program

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following individual as Water Safety Instructors and/or

Lifeguards or Program Directors for all swim programs during the 2026-2027 school year.

Name	Position(s)	Rate/Hr.
Avery Boogaard	Lifeguard	\$16.00/hr.

2. Leadership Council

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following to serve on Leadership Council for the 2026-2027 school year at a stipend of \$2500.

Lead Teachers:	Building
Sara Boogaard	Middle School

Lucinda Collier	Voting	<u>  x  </u> yes	<u>      </u> no
Tina Reed	Voting	<u>  x  </u> yes	<u>      </u> no
John Boogaard	Voting	<u>abstained</u>	
Linda Eygnor	Voting	<u>  x  </u> yes	<u>      </u> no
Lesley Haffner	Voting	<u>  x  </u> yes	<u>      </u> no
Travis Kerr	Voting	<u>  x  </u> yes	<u>      </u> no

**Additions to the Agenda:**

A motion for approval of the items as listed under the ADDITIONS TO THE AGENDA is made by Linda Eygnor and seconded by Tina Reed with the motion approved 6-0.

1. Letter of Resignation – Benjamin Stopka

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law accepts the resignation from Benjamin Stopka as Assistant Principal, effective May 29, 2026.

2. Written Agreement between the Superintendent and an Employee of the District

**RESOLUTION**

Resolved, that the Board of Education of the North Rose-Wolcott Central School District approves the written agreement between the Superintendent of Schools and an employee of the District, executed on June 2, 2026.

3. Award Bid for Elementary Theatrical Contract

It is the recommendation to award the NRWCS D Elementary Theatrical Contract to Syracuse Scenery & Stage Lighting Co., Inc, per the bid opening on June 11, 2026 in the following amounts:

Base Bid:	\$42,000
Alternate 1 – Stage Lighting	\$264,600

**RESOLUTION**

Be it Resolved, the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, authorizes awarding a bid to the bidder deemed to be the lowest responsible meeting the bid specifications as follows:

<u>Bidder</u>	<u>Items</u>	<u>Amount</u>
Syracuse Scenery & Stage Lighting Co., Inc. 101 Monarch Drive Liverpool, NY 13088	Theatrical Contract Alternate 1 – Stage Lighting	Not to Exceed \$90,000 to be determined based on available funds

**Board Member Requests/Comments/Discussion:**

**Good News:**

**Informational Items:**

- Claims Auditor Reports

***EXECUTIVE SESSION:***

A motion was requested to enter executive session to discuss the employment history of a specific employee.

The motion was made by John Boogaard and seconded by Travis Kerr with motion approved 6-0.

Time entered: 5:14p.m.

Return to regular session at 6:22p.m.

**Adjournment:**

A motion was requested to adjourn the regular meeting.

Motion for approval was made by Linda Eygnor and seconded by Travis Kerr with motion approved 6-0.

Time adjourned: 6:23p.m.

---

Tina St. John, Clerk of the Board of Education



# **NORTH ROSE – WOLCOTT CENTRAL SCHOOL DISTRICT**

## **Report of Reserve Funds and Use of Reserves Policy**

**Updated June 2026**

## Index

	Page
Index	2
Reserve Funds Overview	3
Tax Certiorari Reserve	4
Worker’s Compensation Reserve	5
Unemployment Insurance Reserve	6
Capital Building Reserve	7
Capital Bus Reserve	8
Liability Reserve	9
Employee Benefits Accrued Liability Reserve	10
ERS Retirement Contribution Reserve	11
TRS Reserve	12
Debt Service Reserve	13
Repair Reserve	14
Summary of Reserve Balances Chart	15

## Overview

The establishment and funding of reserves is an important consideration in the maintenance of a sound financial plan for any school district. While strict adherence to state law is required to ensure reserves are both legal and appropriate, adequately funded reserves are vital to the long-term health and stability of the school district. This concept is recognized by the New York State Comptroller:

Saving for future projects, acquisitions, and other allowable purposes is an important planning consideration for local governments and school districts. Reserve funds provide a mechanism for legally saving money to finance all or part of future infrastructure, equipment, and other requirements. Reserve funds can also provide a degree of financial stability by reducing reliance on indebtedness to finance capital projects and acquisitions. In uncertain economic times, reserve funds can also provide officials with a welcomed budgetary option that can help mitigate the need to cut services or to raise taxes. In good times, money not needed for current purposes can often be set aside in reserves for future use. (*Office of the New York State Comptroller – Local Government Management Guide – Reserve Funds, Pg. 1*)

The North Rose – Wolcott Central School District believes that judicious use of reserves greatly reduces long-term borrowing costs, smooths large fluctuations in tax rates, and minimizes the possibility of draconian mid-year budget cuts which would have a direct impact on students. It believes it is in the best interest of both the students and taxpayers to prudently establish and use reserves to weather the financial storms and uncertainties that will occur. Again, the Comptroller notes:

The practice of planning ahead and systematically saving for capital acquisitions and other contingencies is considered prudent management. Saving for future capital needs can reduce or eliminate interest and other costs associated with debt issuances. Similarly, certain reserve funds can be utilized to protect the budget against known risks (a potential lawsuit) or unknown risks (a major ice storm). (*Office of the New York State Comptroller – Local Government Management Guide – Reserve Funds, Pg. 2*)

This quote reflects the two purposes for the establishment of reserves:

1. Saving money for a large, one-time future expenditure such as a capital reserve for the replacement of a roof as an example.
2. Reserves which are intended to protect the district against a large, currently unforeseen risk.

Since New York State law mandates that expenditures can be no greater than the budget approved by the voters in May, the North Rose – Wolcott Central School District budgets conservatively and practices fiscal prudence throughout each budget year to ensure that unanticipated expenditures do not result in mid-year budget cuts which would have an immediate impact on students. This practice has allowed and will allow the district in the future to weather state aid holdbacks and other negative budget impacts without impacting instructional programs. However, conservative budgeting can also result in budget surpluses at year-end. The Board of Education reviews any budget surpluses and determines the best use of these surpluses including transfers to voter or Board of Education approved reserves or to a reduction in the ensuing year's tax levy. Legally established reserves can provide many benefits to the school district and to its taxpayers. However, these reserves can also cause confusion when their purpose is not clearly understood by the community. The purpose of this document is to detail the North Rose – Wolcott Central School District's plan for the purpose, accumulation, use, and maintenance of reserve funds.

## TAX CERTIORARI RESERVE

**Purpose:** Any School District may establish a reserve fund for the payment of judgments and claims in tax certiorari proceedings in accordance with article seven of the real property tax law, without approval of the qualified voters of the District, provided, however, that the total of the monies held in such reserve fund shall not exceed that amount which might reasonably be deemed necessary to meet anticipated judgments and claims arising out of such tax certiorari proceedings.

**Use of Unexpended Balances:** Funds reserved for tax certiorari judgments and claims pursuant to Education Law, Section 3651[1-a] that are not expended for the payment of judgments or claims arising out of tax certiorari proceedings for the tax roll in the year the monies are deposited to the fund and/or that will not be “reasonably required to pay any such judgment or claim”, must be returned to the General Fund on or before the first day of the fourth fiscal year following the deposit of such monies to the reserve fund.

<u>Balance June 30, 2020:</u>	\$0
<u>Balance June 30, 2021:</u>	\$21,324
<u>Balance June 30, 2022:</u>	\$42,864
<u>Balance June 30, 2023:</u>	\$42,864
<u>Balance June 30, 2024:</u>	\$42,864
<u>Balance June 30, 2025:</u>	\$42,864
Estimated Balance June 30, 2026:	\$42,864

**Ideal Balance:** Potential liability for all outstanding judgments or claims arising out of tax certiorari proceedings.

**Discussion:** This reserve was funded in August of 2020 when we received notice of five potential tax certiorari proceedings. The remaining funds should remain in the reserve until a final determination is made on the remaining property. We will continue to fund and liquidate as appropriate. No adjustment to the reserve is recommended.

## **WORKERS' COMPENSATION RESERVE**

**Purpose:** An expenditure shall be made from such fund only for the payment of compensation and benefits, medical, hospital or other expense authorized by article two of the workmen's compensation law and expenses of administering the self-insurance program for such School District.

**Use of Unexpended Balances:** If the monies in the fund exceed the amounts required to be paid for compensation, benefits and expenses, plus any additional amount required to pay all pending claims, the governing board, within 60 days of the close of such fiscal year, may elect to transfer all or part of the excess amount to certain other reserve funds or may apply all or part of the excess to the budget appropriation of the next succeeding fiscal year.

<u>Balance June 30, 2018:</u>	\$228,734
<u>Balance June 30, 2019:</u>	\$203,552
<u>Balance June 30, 2020:</u>	\$175,937
<u>Balance June 30, 2021:</u>	\$176,071
<u>Balance June 30, 2022:</u>	\$150,797
<u>Balance June 30, 2023:</u>	\$156,172
<u>Balance June 30, 2024:</u>	\$164,366
<u>Balance June 30, 2025:</u>	\$171,711
Estimated Balance June 30, 2026:	\$178,000

**Ideal Balance:** Approximately equivalent to one year of the District's annual contributions to the consortium.

**Discussion:** The district is projecting the 2025-26 contribution to the consortium to be \$146,299 which represents a decrease from the 2024-25 contributions to the consortium which was \$157,175. No adjustment to the reserve is recommended.

## UNEMPLOYMENT INSURANCE RESERVE

**Purpose:** An expenditure shall be made from such fund only as required by law to pay into the unemployment insurance fund an amount equivalent to the amount of benefits paid to claimants and charged to the account of such school district in accordance with the provisions of paragraph (e) of subdivision one of section five hundred eighty-one of the labor law.

**Use of Unexpended Balances:** If at the end of any fiscal year the monies in such fund shall exceed the amounts required to be paid pursuant to subdivision four of this section plus any additional amount required to pay all pending claims, the School Board may within sixty days of the close of such fiscal year, elect to transfer said excess, or any part thereof, to any fund authorized by this article or section 3651 of the education law; and/or (b) apply said excess, or any part thereof to the budget appropriation of the next succeeding fiscal year.

<u>Balance June 30, 2018:</u>	\$124,755
<u>Balance June 30, 2019:</u>	\$128,369
<u>Balance June 30, 2020:</u>	\$32,535
<u>Balance June 30, 2021:</u>	\$31,255
<u>Balance June 30, 2022:</u>	\$31,309
<u>Balance June 30, 2023:</u>	\$32,425
<u>Balance June 30, 2024:</u>	\$32,126
<u>Balance June 30, 2025:</u>	\$35,412
Estimated Balance June 30, 2026:	\$36,500

**Ideal Balance:** Approximately 0.25% of general fund payroll appropriations (\$35,684 is 0.25% of 2024-25 payroll appropriations).

**Discussion:** The BOE determined that this reserve was overfunded and transferred money out of it and into the Capital Building Reserve in August of 2017.

In 2020-21, the government started to fund unemployment costs through the pandemic. As a result, the district maintains a credit balance with the NYS Labor Departments Unemployment Division. This credit will be applied to our account to pay future costs. No adjustment to the reserve is recommended.

## CAPITAL BUILDING RESERVE

### **2022 Capital Reserve**

**Authorized:** May 2022  
**Term:** 10 Years  
**Funding Cap:** \$15,000,000

**Purpose:** Used to pay the cost of any object or purpose for which bonds may be issued. Voter authorization is required for both the establishment of the reserve and for payments from the reserve. The form of the required legal notice for the vote on establishing the reserve and the form of the proposition to be placed on the ballot are set forth in §3651 of the Education Law.

**Use of Unexpended Balances:** The Voters may authorize the transfer of all or any part of this reserve fund to any other reserve fund established pursuant to §3651 of the Education Law. Whenever the Voters shall determine that the original purpose for which a reserve fund has been established is no longer desirable, the school authorities may liquidate, first applying its proceeds to any outstanding bonded indebtedness and the balance to the annual tax levy.

<u>Balance June 30, 2018:</u>	\$629,688
<u>Balance June 30, 2019:</u>	\$647,928
<u>Balance June 30, 2020:</u>	\$657,757
<u>Balance June 30, 2021:</u>	\$3,036,697
<u>Balance June 30, 2022:</u>	\$2,250,000
<u>Balance June 30, 2023:</u>	\$4,830,198
<u>Balance June 30, 2024:</u>	\$5,113,515
<u>Balance June 30, 2025:</u>	\$8,000,000
Estimated Balance June 30, 2026:	\$2,000,000

**Ideal Balance:** Up to the maximum amount authorized by the Voters.

**Discussion:** On 5/16/17, the voters authorized establishment of a \$5 m reserve. This 2017 Capital was fully funded as of June 30<sup>th</sup> 2021. The balance of this reserve was applied to fund the District's \$11.1M Capital Project that was approved in December 2021. On May 17, 2022, the voters authorized a new Capital Reserve known as the **2022 Capital Reserve Fund** with a 10-year life and a funding cap of \$15M (plus accrued interest). In December of 2023, the BOE passed a resolution for the 2023 Capital Improvement Project. \$4,250,000 was allocated to this project from this reserve. The district prioritized the funding of this reserve in anticipation of the capital project presented to and approved by the voters in December 2025. As such, \$7 million was applied towards that project after it was approved. The district should continue to fund this reserve in anticipation of future capital projects. It is recommended that up to an additional \$2,000,000 be transferred to this reserve from unexpended funds (surplus) as of June 30, 2026, to cover future capital projects' local expenses in accordance with the district's funding and use of reserves policies.

## CAPITAL BUS RESERVE

### 2022 Bus Reserve

**Authorized:** May 2022  
**Term:** 10 Years  
**Funding Cap:** \$6,000,000

**Purpose:** To be used to pay for bus purchases. Voter authorization is required for both the establishment of the reserve and payments from the reserve.

**Use of Unexpended Balances:** The Voters may authorize the transfer of all or any part of this reserve fund to any other reserve fund established pursuant to §3651 of the Education Law. Whenever the Voters shall determine that the original purpose for which a reserve fund has been established is no longer desirable, the school authorities may liquidate, first applying its proceeds to any outstanding bonded indebtedness and the balance to the annual tax levy.

<u>Balance June 30, 2018:</u>	\$1,295,314
<u>Balance June 30, 2019:</u>	\$1,229,826
<u>Balance June 30, 2020:</u>	\$1,090,392
<u>Balance June 30, 2021:</u>	\$1,239,371
<u>Balance June 30, 2022:</u>	\$1,766,970
<u>Balance June 30, 2023:</u>	\$2,020,000
<u>Balance June 30, 2024:</u>	\$2,133,158
<u>Balance June 30, 2025:</u>	\$2,565,329
Estimated Balance June 30, 2026:	\$2,500,000

**Ideal Balance:** Up to the maximum amount authorized by the Voters.

**Discussion:** In May of 2019 the voters approved the creation of a new reserve with a maximum funding level of \$2.0 m. As of June 30, 2021, this reserve's cumulative funding was at \$1,236,869. We, therefore, have authorization to contribute an additional \$763,131. Our plan is to annually replenish this reserve with both the aid we receive for prior bus purchases and the estimated share of our local costs to provide an appropriate level of funding for future bus purchases. On May 16<sup>th</sup>, 2022, the voters authorized the purchase of 5 buses for 2022-23 in the net amount of \$727,668. The voters also authorized the establishment of a new 5 year Bus Reserve with funding up to \$6,000,000. On May 19, 2026, the voters authorized the purchase of 5 buses in the amount not to exceed \$925,000 to be paid from the bus reserve fund. It is recommended that up to an additional \$1,000,000 be transferred to this reserve from unexpended funds (surplus) as of June 30, 2026, to cover future bus purchases in accordance with the district's funding and use of reserves policies.

## LIABILITY RESERVE

**Purpose:** To establish and maintain a program of reserves to cover property loss and liability claims.

**Use of Unexpended Balances:** The balance of the reserve shall not exceed three percent, exclusive of any planned balance presently authorized, of the annual budget of the district to cover property loss and liability claims. Separate funds may be established for property loss and for liability claims and the separate identity of each fund may be maintained. Such reserve funds shall not be reduced to amounts less than the total of the amounts estimated to be necessary to cover incurred but unsettled claims or suits including expenses in connection therewith other than by payments for losses for which such amounts were established. Payments from such reserve funds shall not be made for purposes other than those for which such funds were established without authorizations by Vote of the electors of the Districts, except that such Board May authorize use of such funds other than amounts allocated for unsettled claims or suits including expenses in connection therewith to pay premiums for insurance policies purchased to insure subsequent losses in areas previously self-insured, in the event of dissolution of the self-insurance plan.

<u>Balance June 30, 2019:</u>	\$870,466
<u>Balance June 30, 2020:</u>	\$952,918
<u>Balance June 30, 2021:</u>	\$967,362
<u>Balance June 30, 2022:</u>	\$969,012
<u>Balance June 30, 2023:</u>	\$1,005,551
<u>Balance June 30, 2024:</u>	\$803,833
<u>Balance June 30, 2025:</u>	\$839,854
Estimated Balance June 30, 2026:	\$847,000

**Ideal Balance:** Approximately 3% of the budget

**Discussion:** After discussions with our external auditors and insurance representative, potential uncovered risks exist in the areas of:

- Cyber security
- Pollution Remediation Claims
- Special Education Claims
- Employment Related Claims
- Potential 3020a cases tied to the new APPR
- Other potential litigation

The BOE passed a proposition in May of 2024 to transfer \$250,000 from the liability reserve to fund the repair reserve. No adjustment to the reserve is recommended.

## EMPLOYEE BENEFIT ACCRUED LIABILITY RESERVE

**Purpose:** These monies can be used to pay for unused sick leave, holiday leave, vacation leave, and time allowance granted in lieu of overtime compensation and other forms of payment.

**Use of Unexpended Balances:** If the School Board determines that such fund is no longer needed, any remaining monies may be transferred to any other reserve fund authorized by General Municipal Law or , a reserve fund established under Education Law Section §3651, but only to the extent that the monies in the employee benefit accrued liability reserve fund exceed a sum sufficient to pay all liabilities incurred or accrued against the employee benefit accrued liability fund, as certified to the School Board by the fiscal and legal officers of the school prior to the discontinuance of the fund.

<u>Balance June 30, 2018:</u>	\$83,498
<u>Balance June 30, 2019:</u>	\$89,498
<u>Balance June 30, 2020:</u>	\$86,633
<u>Balance June 30, 2021:</u>	\$2,013
<u>Balance June 30, 2022:</u>	\$197,962
<u>Balance June 30, 2023:</u>	\$255,018
<u>Balance June 30, 2024:</u>	\$289,222
<u>Balance June 30, 2025:</u>	\$296,753
Estimated Balance June 30, 2026:	\$298,500

**Ideal Balance:** In accordance with an annual calculation of current year liability for employees at the close of the year.

**Discussion:** The balance in this reserve currently approximates the estimated liability at year end. It was recommended to transfer an additional \$50,000 to this reserve from surplus as of June 30, 2023, to cover the estimated liability beyond one year. The district has appropriated \$20,000 for the 2026-27. It is recommended that up to an additional \$25,000 to be transferred to this reserve from unexpended funds (surplus) as of June 30, 2025 to cover future liability expenses in accordance with the district's funding and use of reserves policies.

## RETIREMENT CONTRIBUTION RESERVE (ERS)

**Purpose:** The governing board of a school district, by resolution, may establish a reserve for the purpose of financing retirement contributions made to the NY State and Local Employees' Retirement System. Establishing or expending the reserve does not require voter approval. Expenditures may only be to finance retirement contributions. Effective April 1, 2019, the law allows school districts and BOCES to establish a sub-fund in the retirement contribution reserve fund to include amounts payable to the New York State Local Retirement System (NYSLRS). This ERS sub-fund can be used to pay amounts due to ERS or to offset all or some of the costs.

**Use of Unexpended Balances:** The Board may authorize the transfer of a portion of the moneys in the retirement contribution reserve to a reserve fund established pursuant to Sections 6-c, 6-d, 6-e, 6-f, or 6-g of the General Municipal Law, or a reserve fund established pursuant to Section §3651 of the Education Law. Such a transfer is subject to a public hearing. If the Board determines that the retirement contribution reserve is not longer needed, the Board may terminate the fund by resolution. The resolution must transfer any monies remaining in such fund to other reserve funds established pursuant to Section §3651 of Education Law.

<u>Balance June 30, 2018:</u>	\$879,857
<u>Balance June 30, 2019:</u>	\$877,752
<u>Balance June 30, 2020:</u>	\$955,750
<u>Balance June 30, 2021:</u>	\$1,549,529
<u>Balance June 30, 2022:</u>	\$1,251,840
<u>Balance June 30, 2023:</u>	\$1,668,973
<u>Balance June 30, 2024:</u>	\$1,752,983
<u>Balance June 30, 2025:</u>	\$1,824,298
Estimated Balance June 30, 2026:	\$1,890,500

**Ideal Balance:** Three to five years' worth of annual contributions to the NY State and Local Employees' Retirement System

**Discussion:** We have appropriated \$425,000 from this reserve to support ERS costs in 2022-23. In 2023-24, we have reduced that level to \$375,000. This is more in line with actual ERS general fund. In 2024-2025, \$350,000 was appropriated to support the budget. The same amount was again appropriated to support the 2025-26 budget. It is recommended that up to \$350,000 be transferred to this reserve from unexpended funds (surplus) as of June 30, 2026 to cover future annual contributions to the NY State and Local Employee's Retirement System expenses in accordance with the district's funding and use of reserves policies.

## TEACHER’S RETIREMENT (TRS) RESERVE

**Purpose:** The Board of Education may authorize expenditures from this Reserve Sub-Fund. Except as otherwise provided by law, moneys in this Reserve Sub-Fund may only be appropriated to finance retirement contributions to the New York State Teachers’ Retirement System, and/or to offset all or a portion of the amount deducted from the moneys apportioned to the District from the State for the support of schools pursuant to Section 521 of the Education Law.

The moneys contributed annually to the Reserve Sub-Fund shall not exceed 2% of the total compensation or salaries of all teachers employed by the District who are members of TRS paid during the immediately preceding fiscal year.

The balance of the Reserve Sub-Fund shall not exceed 10% of the total compensation or salaries of all teachers employed by the District who are members of TRS paid during the immediately preceding fiscal year.

Effective April 1, 2019 the law allows school districts and BOCES to establish a sub-fund in the retirement contribution reserve fund to include amounts payable to the New York State Teachers Retirement System (NYSTRS). This TRS sub-fund can be used to pay amounts due to NYSTRS or to offset all or some of the costs

<u>Balance June 30, 2019:</u>	\$197,266
<u>Balance June 30, 2020:</u>	\$200,259
<u>Balance June 30, 2021:</u>	\$406,487
<u>Balance June 30,, 2022:</u>	\$407,180
<u>Balance June 30, 2023:</u>	\$621,693
<u>Balance June 30, 2024:</u>	\$775,112
<u>Balance June 30, 2025:</u>	\$809,750
Estimated Balance June 30, 2026:	\$839,000

**Ideal Balance of sub-fund:** Up to 10% of teacher salaries in the prior year

**Discussion:** The BOE passed a resolution in June of 2019 to establish this sub-fund and has been able to fund this reserve consistently. The district appropriated \$175,000 for the 2025-26 and 2026-27 budgets. It is recommended that up to \$175,000 of the unexpended funds (surplus) as of June 30, 2025, be transferred into the reserve to cover future NY State Teacher Retirement System contribution expenses in accordance with the district’s funding and use of reserves policies.

## RESERVE FOR DEBT SERVICE

**Purpose:** According to General Municipal Law Sec 6-1, the Reserve for Debt Service must be established for the purpose of retiring the outstanding obligations upon the sale of District property or Capital Improvement that was financed by obligations that remain outstanding at the time of the sale. Also, earnings on project monies invested together with unused proceeds are reported here.

Balance June 30, 2019: \$407,414

Balance June 30, 2020: \$1,101,706

Balance June 30, 2021: \$1,705,333

Balance June 30, 2022: \$1,666,603

Balance June 30, 2023: \$1,633,917

Balance June 30, 2024: \$1,940,372

Balance June 30, 2025: \$1,707,347

Estimated Balance June 30, 2026: \$1,773,000

**Ideal Balance:** As determined by unused capital improvement obligations

**Discussion:** This reserve is used to help offset our debt service costs. In 2022-23 the district appropriated \$100,000 in support of the General Fund Budget. In 2023-24, the district appropriated \$125,000 to support the General Fund Budget. In 2024-25, the district appropriated \$450,000 to support the General Fund Budget and for 2025-26 appropriated \$400,000. This reserve is accounted for in the Debt Service Fund.

## Repair Reserve

**Purpose:** The Repair Reserve Fund is used to pay the cost of repairs to capital improvements or equipment, which repairs are of a type not recurring annually. Voter approval is required to fund this reserve. Expenditures from this reserve may be made only after a public hearing has been held, except in emergency situations. If no hearing is held, the amount expended must be repaid to the reserve fund over the next two subsequent fiscal years (General Municipal Law, §6-d).

Balance June 30, 2024:     \$277,608

Balance June 30, 2025:     \$290,013

Estimated Balance June 30, 2026:     \$300,500

**Ideal Balance:** As determined by the BOE with recommendation by the Superintendent.

**Discussion:** The BOE passed a resolution in February of 2024 to establish this fund and has been able to fund this reserve through a resolution passed in May 2024. The resolution authorized the transfer of \$250,000 from the liability reserve and the transfer of \$25,000 from the 2023-24 unreserved, unappropriated general fund balance to the repair reserve.



**Reserve Balances**  
as of June 30, 2025

	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<small>ESTIMATED</small> <b>2025-26</b>
Tax Certiorari Reserve	\$ 42,864	\$ 42,864	\$ 42,864	\$ 42,864	\$ 42,864
Worker Compensation Reserve	150,797	156,172	164,366	171,711	178,000
Unemployment Ins. Reserve	31,309	32,425	34,210	35,412	36,500
Capital Building Reserve	2,250,000	4,830,198	5,113,515	8,000,000	2,000,000
Capital Bus Reserve	1,766,970	2,020,000	2,133,158	2,565,329	2,500,000
Liability Reserve	969,012	1,003,551	803,833	839,754	847,000
Employee Benefit Accrued Liability Reserve	197,962	255,018	289,222	296,753	298,500
ERS Retirement Contribution Reserve	1,251,840	1,668,973	1,752,983	1,824,298	1,890,500
TRS Reserve	407,180	621,693	775,112	809,750	839,000
Repair Reserve	-	-	277,608	290,013	300,500
Debt Service Reserve	1,666,603	1,633,917	1,940,372	1,707,347	1,773,000
<b>Total</b>	<b>\$ 8,734,537</b>	<b>\$12,264,812</b>	<b>\$13,327,243</b>	<b>\$16,583,231</b>	<b>\$10,705,864</b>

## Students

## SUBJECT: TIMEOUT AND PHYSICAL RESTRAINT

## Overview

The District prohibits the use of corporal punishment, aversive interventions, and seclusion. The District authorizes the limited use of timeout and physical restraint in schools to address student behaviors subject to conditions in law, regulation, and this policy.

## Definitions

For purposes of this policy, the following definitions apply:

- a) "Aversive intervention" means an intervention that is intended to induce pain or discomfort for the purpose of eliminating or reducing student behavior, including interventions such as:
1. Contingent application of noxious, painful, intrusive stimuli or activities;
  2. Strangling, shoving, deep muscle squeezes, or other similar stimuli;
  3. Any form of noxious, painful, or intrusive spray, inhalant, or tastes;
  4. Contingent food programs that include the denial or delay of the provision of meals or intentionally altering staple food or drink in order to make it distasteful;
  5. Movement limitation used as a punishment, including, but not limited to, helmets and mechanical restraints; or
  6. Other stimuli or actions similar to the interventions described in this definition.

Aversive intervention does not include interventions such as: voice control, limited to loud, firm commands; time-limited ignoring of a specific behavior; token fines as part of a token economy system; brief physical prompts to interrupt or prevent a specific behavior; interventions medically necessary for the treatment or protection of the student; or other similar interventions.

- b) "Corporal punishment" means any act of physical force upon a student for the purpose of punishing that student. The term does not include the use of physical restraints to protect the student, another student, teacher, or any other person from physical injury when alternative procedures and methods not involving the use physical restraint cannot reasonably be employed to achieve these purposes.
- c) "De-escalation" means the use of a behavior management technique that helps a student increase control over their emotions and behavior and results in a reduction of a present or potential level of danger to the student or others.

(Continued)

## Students

## SUBJECT: TIMEOUT AND PHYSICAL RESTRAINT (Cont'd.)

- d) "Mechanical restraint" means the use of any device or equipment to restrict a student's freedom of movement. Mechanical restraint does not include devices implemented by trained school personnel, or utilized by a student, that have been prescribed by an appropriate medical or related services professional and are used for the specific and approved purposes for which such devices were designed, such as:
1. Adaptive devices or mechanical supports used to achieve proper body position, balance, or alignment to allow greater freedom of mobility than would be possible without the use of such devices or mechanical supports;
  2. Vehicle safety restraints when used as intended during the transport of a student in a moving vehicle;
  3. Restraints for medical immobilization; or
  4. Orthopedically prescribed devices that permit a student to participate in activities without risk of harm.
- e) "Multi-tiered system of supports" means a proactive and preventative framework that utilizes data to inform instruction and the allocation of services to maximize achievement for all students and support students' social, emotional, and behavioral needs from a culturally responsive and strength-based perspective.
- f) "Physical escort" means a temporary touching or holding of the hand, wrist, arm, shoulder, or back for the purpose of inducing a student who is acting out to walk to a safe location.
- g) "Physical restraint" means a personal restriction that immobilizes or reduces the ability of a student to move their arms, legs, body, or head freely. Physical restraint does not include a physical escort or brief physical contact and/or redirection to promote student safety, calm or comfort a student, prompt or guide a student when teaching a skill or assisting a student in completing a task, or for other similar purposes.
- h) "Prone restraint" means physical or mechanical restraint while the student is in the face down position.
- i) "Seclusion" means the involuntary confinement of a student alone in a room or space that they are physically prevented from leaving or they may perceive that they cannot leave at will. Seclusion does not include timeout.

(Continued)

## Students

## SUBJECT: TIMEOUT AND PHYSICAL RESTRAINT (Cont'd.)

- j) "Timeout" means a behavior management technique that involves the monitored separation of a student in a non-locked setting and is implemented for the purpose of de-escalating, regaining control, and preparing the student to meet expectations to return to their education program. Timeout does not include:
1. A student-initiated or student-requested break to utilize coping skills, sensory input, or self-regulation strategies;
  2. Use of a room or space containing coping tools or activities to assist a student to calm and self-regulate, or the use of such intervention strategies consistent with a student with a disability's behavioral intervention plan;
  3. A teacher removal, in-school suspension, or any other appropriate disciplinary action. Prohibition of the Use of Corporal Punishment, Aversive Interventions, and Seclusion

No teacher, administrator, officer, employee, or agent of the District will use the following against a student:

- a) Corporal punishment;
- b) Aversive interventions; or
- c) Seclusion.

Agent includes, but is not limited to, school resource officers, except when a student is under arrest and handcuffs are necessary for the safety of the student and others.

#### Authorized Limited Use of Timeout and Physical Restraint

Positive, proactive, evidence-based, and research-based strategies through a multi-tiered system of supports will be used to reduce the occurrence of challenging behaviors, eliminate the need for the use of timeout and physical restraint, and improve school climate and the safety of all students.

Timeout and physical restraint may be used only when:

- a) Other less restrictive and intrusive interventions and de-escalation techniques would not prevent imminent danger of serious physical harm to the student or others;
  - b) There is no known medical contraindication to its use on the student; and
  - c) Staff using the interventions have been trained in its safe and appropriate application.
- (Continued)

**SUBJECT: TIMEOUT AND PHYSICAL RESTRAINT (Cont'd.)**

Timeout and physical restraints will not be used as discipline or punishment, retaliation, or as a substitute for positive, proactive intervention strategies that are designed to change, replace, modify, or eliminate a targeted behavior.

**Timeout**

The following rules apply to the use of timeout in the District:

- a) Timeout will only be used in the following situations:
  1. A situation that poses an immediate concern for the physical safety of the student or others; or
  2. In conjunction with a behavioral intervention plan that is designed to teach and reinforce alternative appropriate behaviors.
- b) A room or physical space used for timeout may be located either within or outside of a classroom. The room or physical space will:
  1. Be unlocked, and any door must be able to be opened from the inside. The use of locked rooms or physical spaces is prohibited.
  2. Provide a means for continuous visual and auditory monitoring of the student. The use of a room where the student cannot be continuously observed and supervised is prohibited.
  3. Be of adequate width, length, and height to allow the student to move about and recline comfortably.
  4. Be clean and free of objects and fixtures that could be potentially dangerous to a student.
  5. Meet all local fire and safety codes.
  6. Have wall and floor coverings that, to the extent practicable, are designed to prevent injury to the student.
  7. Have adequate lighting and ventilation.
  8. Have a temperature that is within the normal comfort range and consistent with the rest of the building.

(Continued)

## Students

## SUBJECT: TIMEOUT AND PHYSICAL RESTRAINT (Cont'd.)

- c) When a student is in a timeout room or space, staff will continuously monitor the student.
- d) Any staff functioning as timeout monitors will be trained in accordance with law and regulation.
- e) Staff will return the student to their educational program as soon as the student has safely deescalated, regained control, and is prepared to meet expectations.

Factors which may precipitate the use of timeout include:

- The student is or is becoming physically aggressive toward others (e.g., staff and other students); or
- The student is engaging in elopement behaviors(s) that is likely to place the student or others at risk
- The student is engaging in other behavior(s) that poses an immediate risk of harm to the student or others (i.e., poses an immediate concern for the physical safety of the student or others); and
- The use of other less-restrictive intervention strategies have been or would be unsuccessful

\*[District to list examples of precipitating factors.]

The use of timeout will adhere to the following developmentally appropriate time limitations:

The amount of time a student may spend in timeout will vary depending on the student's circumstances including, but not limited to, the student's age, grade, and development level, individual needs, and BIP (as appropriate). Students will spend only as much time in timeout as is necessary for them to deescalate, regain control, return to their educational programs, or no longer pose a concern for the physical safety of themselves or others.

Timeout for students with disabilities that are utilized pursuant to their behavior intervention plans will not be more than the maximum amount of time specified in the student's BIP.

\*[District to establish developmentally appropriate time limitations for the use of timeout.]

The following additional rules apply to the use of timeout in conjunction with a behavioral intervention plan:

- a) The District will ensure that timeout is used consistent with the rules for the use of timeout listed above.
- b) The student's individualized education program (IEP) will specify when a behavioral intervention plan includes the use of timeout, including the maximum amount of time a student

will need to be in timeout as a behavioral consequence as determined on an individual basis in consideration of the student's age and individual needs.

- c) Prior to the initiation of a behavioral intervention plan that will incorporate the use of timeout, the District will inform the student's parents or persons in parental relation and give them the opportunity to see the room or physical space that will be used.
- d) Prior to the initiation of a behavioral intervention plan that will incorporate the use of timeout, the District will give the student's parents or persons in parental relation a copy of this policy.

### Physical Restraint

Physical restraint will only be used in a situation in which immediate intervention involving the use of reasonable physical force is necessary to prevent imminent danger of serious physical harm to the student or others.

*\* District must customize*

(Continued)

**SUBJECT: TIMEOUT AND PHYSICAL RESTRAINT (Cont'd.)**

The following rules apply to the use of physical restraint in the District:

- a) The type of physical restraint used will be the least restrictive technique necessary and be discontinued as soon as the imminent danger of serious physical harm has resolved.
- b) Physical restraint will never be used in a manner that restricts the student's ability to breathe or communicate or harms the student.
- c) The use of prone restraint is prohibited.
- d) Physical restraint will not be used as a planned intervention on a student's individualized education program, Section 504 accommodation plan, behavioral intervention plan, or other plan developed for a student by the District.
- e) Physical restraint will not be used to prevent property damage except in situations where there is imminent danger of serious physical harm to the student or others and the student has not responded to positive, proactive intervention strategies.
- f) Physical restraints will be administered only by staff who have received the legally required training.
- g) Following a physical restraint, if an injury has been sustained or believed to have been sustained, the school nurse or other medical personnel (i.e., physician, physician assistant, or a nurse practitioner) will evaluate the student to determine and document if any injuries were sustained during the incident.

Factors which may precipitate the use of physical restraint include:

- The student is or is becoming physically aggressive toward others (e.g., staff and other students); or
- The student is engaging in elopement behavior(s) that is likely to place the student or others at risk of harm (i.e., imminent danger of serious physical harm);
- The student is destroying property in a manner that poses an imminent risk of danger of serious physical harm to his/herself or others; or
- The student is engaging in other behavior(s) that poses an immediate risk of serious physical harm to the student or others; and
- The use of other less-restrictive intervention strategies have been or would be unsuccessful

\*[District to list examples of precipitating factors.]

The use of physical restraint will adhere to the following developmentally appropriate time

limitations:

- a) \*[District to establish developmentally appropriate time limitations for the use of physical restraint.] Physical restraints must only be employed for the minimum time necessary. Students will remain in physical restraint only while the imminent danger of serious physical harm to the student or others persons.

*\* District must customize*

(Continued)

## Students

## SUBJECT: TIMEOUT AND PHYSICAL RESTRAINT (Cont'd.)

## Notification Following the Use of Timeout, Physical Restraint, and/or Mechanical Restraint

Parent(s) or person(s) in parental relation to the student will be notified on the same day when timeout, physical restraint, and/or mechanical restraint is used, including timeout used in conjunction with a student's behavioral intervention plan. When the student's parent or person in parental relation cannot be contacted, after reasonable attempts are made, the building principal or administrator will record the attempts. For students with disabilities, the building principal or administrator will report the attempts to the student's committee on preschool special education or committee on special education. The notification will offer the parent or person in parental relation the opportunity to meet regarding the incident.

Additionally, the District will provide the parent or person in parental relation with:

- a) A copy of this policy; and
- b) A copy of the documentation of the incident within three school days of the use of timeout and/or physical restraint.

## Debriefing

As soon as practicable, after every incident in which timeout and/or a physical restraint is used on a student, a building administrator or designee will:

- a) Meet with the staff who participated in the use of timeout and/or physical restraint to discuss:
  1. The circumstances leading to the use of timeout and/or physical restraint;
  2. The positive, proactive intervention strategies that were utilized prior to the use of timeout and/or physical restraint; and
  3. Planning for the prevention and reduction of the future need for timeout and/or physical restraint with the student including, if applicable, whether a referral should be made for special education programs and/or other support services or, for a student with a disability, whether a referral for review of the student's individualized education program and/or behavioral intervention plan is needed; and
- b) Direct a school staff member to debrief the incident with the student in a manner appropriate to the student's age and developmental ability and to discuss the behavior(s), if any, that precipitated the use of timeout and/or physical restraint.

(Continued)

## Students

## SUBJECT: TIMEOUT AND PHYSICAL RESTRAINT (Cont'd.)

## Training

All staff will receive annual training on the District's policies and procedures related to the use of timeout and physical restraint; evidence-based positive, proactive strategies; crisis intervention and prevention procedures and de-escalation techniques. Additionally, any staff who may be called upon to implement timeout or physical restraint, will receive annual, evidence-based training in safe and effective developmentally appropriate timeout and physical restraint procedures.

## Notification

This policy will be made publicly available for review at the District's administrative offices and each school building. It will also be posted on the District's website.

## Reporting

The District will submit an annual report on the use of physical restraint and timeout and substantiated and unsubstantiated allegations of use of corporal punishment, mechanical restraint, and other aversive interventions, prone physical restraint, and seclusion to the New York State Education Department, on a form and at a time prescribed by the Commissioner of Education in accordance with law and regulation. Additionally, the District will report this data for students for whom they are the district of residence and who are otherwise not reported.

## Recordkeeping

The District will maintain documentation on the use of timeout and/or physical restraint, including timeout used in conjunction with a student's behavioral intervention plan, for each student. This documentation will include:

- a) The name and date of birth of the student;
- b) The setting and location of the incident;
- c) The name of the staff who participated in the implementation, monitoring, and supervision of the use of timeout and/or physical restraint and any other persons involved;
- d) A description of the incident including duration, and, for physical restraint, the type of restraint used;
- e) Whether the student has an individualized education program, Section 504 accommodation plan, behavioral intervention plan, or other plan developed for the student by the District;

(Continued)

## Students

## SUBJECT: TIMEOUT AND PHYSICAL RESTRAINT (Cont'd.)

- f) A list of all positive, proactive intervention strategies utilized prior to the use of timeout and/or physical restraint and, for students with disabilities, whether those strategies were consistent with a student's behavioral intervention plan, if applicable;
- g) The details of any injuries sustained by the student or staff during the incident and whether the student was evaluated by the school nurse or other medical personnel;
- h) The date and method of notification to the parent or person in parental relation and whether a meeting was held; and
- i) The date of the debriefing held.

Documentation of the incident will be reviewed by supervisory personnel and, as necessary, the school nurse or other medical personnel.

Documentation of each incident will be maintained by the school and made available for review by the New York State Education Department upon request.

A record should be created for each instance of physical restraint or timeout, and for allegations concerning prohibited intervention types. Multiple event records during a day for a student would be created only:

- a) If a new situation occurs involving the student after the prior event had de-escalated and student had returned to the learning environment; or
- b) When a new restraint or intervention response type is employed during the event. For example, during an event, a staff person employed a physical restraint on a student, and the situation escalated to the point where a timeout was used. The addition of the timeout would constitute an additional event record beginning with that application.

The District will use this data collection to monitor patterns of use of timeout and physical restraint.

### Review

The building administrator or designee will regularly review documentation on the use of timeout and physical restraint to ensure compliance with the District's policy and procedures. When there are multiple incidents within the same classroom or involving the same staff, the building administrator or designee shall take appropriate steps to address the frequency and pattern of use of timeout or physical restraint.

Education Law Section 4402

8 NYCRR Sections 19.5, 100.2(1)(3), and 200.22

Revised: 10/28/08;

Students

**SUBJECT:—STUDENT GENDER IDENTITY**

All students are entitled to a safe and supportive educational environment to progress academically and developmentally. The District is committed to fostering a safe learning environment for all students, free from discrimination and harassment on the basis of sex, gender, gender identity, gender nonconformity, and gender expression. In accordance with applicable law, regulations, and guidelines, the District will ensure that students have equal access to all school District programs, facilities, and activities. The District will assess and address the specific needs of each student on a case-by-case basis.

**Definitions Key Terms**

For the purposes of this policy, the District defines certain terms, not as labels, but as functional descriptors meant to promote common understanding:

Biological Sex/Sex: This refers to a person's internal and external anatomy, chromosomes and hormones.

"Assigned sex at birth" means the sex designation, usually male or female, assigned to a person when they are born.

"Cisgender" means a person whose gender identity corresponds to their assigned sex at birth.

"Gender" means actual or perceived sex and includes a person's gender identity or expression.

"Gender expression" : means the ways in which a person conveys their gender identity to others, such as through behavior, appearance, clothing, hairstyle, activities, voice, and mannerisms.

"Gender identity" : means a person's inner sense or psychological knowledge of being male, female, neither, or both.

"Gender nonconforming" (GNC) : describes means someone whose gender identity or gender expression does not conform to social or stereotypical expectations of a person with that gender assigned at birth. This is also referred to as gender variant or gender atypical.

"Transgender" Describes a person whose gender identity is different from their gender assigned at birth. A student may self-identify as transgender, but this policy establishes criteria that must be met for the District to formally recognize this change. means someone whose gender identity is different than their assigned sex at birth.

"Transition" The means the process by which a person socially or physically aligns their gender expression more closely to their gender identity than their assigned sex at birth.

(Continued)

Students

**SUBJECT: —STUDENT GENDER IDENTITY (Cont'd.)****Harassment and Bullying**

~~As full participants and welcome members of the school community, transgender and gender non-conforming students shall not be subjected to harassment or bullying. All members of the school community have an affirmative obligation to create an environment that promotes mutual respect, tolerance, and acceptance among students and staff; and administrators shall investigate and respond to any alleged instances of harassment or bullying consistent with the procedures set forth in the District's Dignity for All Students and Anti-Harassment Policies.~~

**Issues of Privacy**

~~The District recognizes that the process of determining one's gender identity requires sensitivity and discretion and, to the greatest extent possible, status as transgender or gender non-conforming will be kept confidential. Notwithstanding the foregoing, the student's privacy interests must be balanced against the obligation of school administrators to provide a safe, effective and nurturing learning environment and to keep staff members properly informed so they may respond effectively and appropriately to issues arising in the school.~~

~~Information about a student's gender status, legal name, or gender assigned at birth may constitute confidential medical or educational information. Disclosing this information to other students, their parents, or other third parties may violate privacy laws, such as the federal Family Education Rights and Privacy Act (FERPA) (20 USC § 1232; 34 CFR Part 99). Therefore, school personnel shall not disclose a student's transgender or gender non-conforming status to third persons, including, but not limited to, other students, parents, and/or other school personnel, unless (1) legally required to do so; (2) the student/employee has authorized such disclosure; or (3) as otherwise consistent with this policy. Except as set forth herein, personnel and students, including transgender and gender non-conforming students, shall be afforded the discretion to discuss and express their gender identity and gender expression and to decide when, with whom, and how much information to share with others.~~

**Official School Records (Students)**

~~If a transgender or Gt !'C student wishes to be referred to by a different name that corresponds to their gender identity, and wishes for such name to be reflected in the student's records, the District will use such name in all education records from that point forward, as permitted by law, to reflect the change. The District will maintain records with the student's assigned birth name in a separate, confidential file. On state standardized tests, certain reports to the New York State Education Department, and when necessary to ensure appropriate and coordinated medical care, however, the District will use the student's legal name and gender as required. f.n.v student identification cards will be ism led with the name reflecting the gender identity the student consistently asserts at school.~~

~~Following the submission of a name change order or other government issued document or court issued documentation of a name change for any current or past student, the District will update the student's name on any document or record issued or maintained by the District. This is not applicable to archival records that cannot be accessed or when modifying archival records is prohibited by law. The District will update any current or past student's gender upon submission of any form of government identification.~~

(Continued)

## Students

**~~SUBJECT:—STUDENT GENDER IDENTITY (Cont'd.)~~**

~~For any current or past student who has not officially changed their name or gender, the District will, upon request, update its records to reflect the student's asserted name and/or gender. However, the District may need to use the student's legal name and gender in certain, limited circumstances. Any student identification cards will be issued with the name reflecting the gender identity the student consistently asserts at school.~~

~~The District will maintain the confidentiality of student information and records as required by law. Further, any records with a student's assigned birth name and gender will be maintained in a separate, confidential file.~~

**~~Names and Pronouns~~**

~~When appraised of a student's transgender or GNC status, the District will endeavor to engage the student and his or her their parents or guardians, as appropriate, in an effort to agree upon a plan that will accommodate the student's individual needs at school. Transgender and GNC students have the right to discuss and convey their gender identity and expression openly and to decide when, with whom, and how much to share this confidential information. The plan may therefore include when and how to initiate the student's identified name and associated pronoun use and if, when, and how this is communicated to others. District staff will use the name and pronoun that corresponds to the gender identity the student consistently asserts at school.~~

~~A student is not required to change their official records or obtain a court-ordered name and/or gender change as a prerequisite to being addressed by the name and pronoun that corresponds to their gender identity. When communicating with transgender or gender nonconforming students regarding particular issues such as conduct, discipline, grades, attendance or health, school employees will focus on the conduct or particular issues rather than making assumptions regarding the student's actual or perceived gender identity. When communicating with parents of transgender or gender nonconforming students, school employees will refrain from the use of gender pronouns and refer to the student by name whenever practicable. The District will not condone the intentional and persistent refusal to respect a student's gender identity, or inappropriate release of information regarding a student's transgender status.~~

**~~Restroom and Locker Room Accessibility~~**

~~The District allows transgender or GNC students to use the restroom and locker room that corresponds to their consistently expressed gender identity at school. Any individual, regardless of gender, may request increased privacy or other accommodations when using bathrooms or locker rooms. Such requests will reasonably be provided with a safe and adequate alternative, but they will not be required to use that alternative. Additionally, the District will ensure that all single-occupancy bathroom facilities are designated as gender neutral for use by no more than one occupant at a time or for family or assisted use.~~

**~~Participation in Physical Education Classes and Interscholastic Sports (Students)~~**

~~To the fullest extent permitted by law, transgender and gender non-conforming students are to be provided the same opportunities to participate in physical education as all other students. To the extent that physical education classes may be organized in gender-specific groups, transgender students shall be entitled to participate with the group that corresponds to their gender identity asserted at school.~~

~~(Continued)~~

Students

**~~SUBJECT: — STUDENT GENDER IDENTITY (Cont'd.)~~**

~~Upon written notification that a transgender or GNC student would like an opportunity to participate in the District's interscholastic athletics program consistent with their gender identity, the District will determine their eligibility in accordance with applicable law, regulations, and guidelines including those of the New York State Public High School Athletic Association (NYSPHSAA).~~

**~~Other Activities~~**

~~Generally, in other circumstances where students or staff may be sex segregated, such as overnight field trips or conferences, students may be permitted to participate in accordance with the gender identity that they consistently assert at school. Privacy concerns will be addressed individually and on a case-by-case basis in accordance with District policy and applicable law, regulations, and guidelines.~~

**~~Dress Code and Team Uniforms~~**

~~Transgender and gender non-conforming students may dress in accordance with their gender identity or expression, provided that their clothing is consistent with the *Code of Conduct*. The District will not restrict students' clothing or appearance on the basis of gender.~~

~~The District's dress code applies while its athletes are traveling to and from athletic contests. Athletes will have access to uniforms that are appropriate for their sport.~~

**~~Other School Activities~~**

~~In any school activity or other circumstance involving separation by gender (i.e., class discussions, field trips), students will be permitted to participate in accordance with the gender identity they assert at school. Overnight accommodations for transgender or gender nonconforming students will be assessed by the principal or his/her designee on a case-by-case basis, with the goal of maximizing transgender or gender nonconforming student social integration. Teachers and other school employees will make every effort to separate students based on factors other than gender where practicable.~~

~~Family Educational Rights and Privacy Act (FERPA), 20 USC § 1232g-  
34 CFR Part 99~~

~~Title IX of the Education Amendments Act of 1972, 20 USC § 1681 et seq.-  
34 CFR Parts 99 and 106~~

~~Civil Rights Law §§ 40-e, 64, and 67~~

~~Education Law Article 2 and §§ 2-d, 313, and 3201-a~~

~~New York State Human Rights Law, Executive Law § 290 et seq.-  
8 NYCRR § 100.2~~

NOTE: ~~Refer also to Policies #3410 Code of Conduct~~  
~~#3420 Non-Discrimination and Anti-Harassment in the District~~  
~~#3421 Title IX and Sex Discrimination~~  
~~#5633 Gender Neutral Single Occupancy Bathrooms~~  
~~#7550 Dignity for All Students~~  
~~#7551 Sexual Harassment of Students~~  
~~#7553 Hazing of Students~~  
~~#8242 Civility, Citizenship, and Character Education/Interpersonal  
Violence Prevention Education~~

Adopted: ~~2/9/16~~  
Revised: ~~4/28/21~~;

Book	North Rose-Wolcott Policy Manual
Section	7000 Students
Title	Independent Educational Evaluations
Code	7680
Status	Active
Adopted	June 24, 1997
Last Revised	July 3, 2018

**SUBJECT: INDEPENDENT EDUCATIONAL EVALUATIONS**

Parents of children with disabilities have the right under federal and state regulations to obtain an independent educational evaluation (IEE) at public expense under certain conditions if they disagree with an evaluation obtained by the District.

A parent is entitled to only one IEE at public expense each time the District conducts an evaluation with which the parent disagrees. ~~The District may ask the parent to explain the reason as to why they object to the District's evaluation although the parent is not required to answer.~~

~~The District will not unreasonably delay either providing the IEE or initiating an impartial hearing to defend its own evaluation.~~ Administrative regulations on independent evaluations will be developed to explain the rights of parents and the responsibilities of school districts with regard to independent evaluations, and also to avoid any misunderstandings.

34 CFR Sections 300.12 and 300.502  
8 NYCRR Sections 200.1(z) and 200.5(g)

Adopted: 6/24/97  
Revised: 10/28/08; 7/3/18

# Claims Audit Report NRW CSD Warrant 0109

6/26/2026

## Summary of findings:

I checked all transactions in Warrant 0109 dated 6/26/2026 and had the following findings:

1. PO 26-01404 Vendnovation, LLC: The PO is dated 6/17/2026. Invoice 2026-000938 is dated 3/27/2026.

June 26, 2026  
09:35:13 am

**North Rose-Walcott Central School Dist**  
Warrant Report  
Fiscal Year: 2026  
Warrant: 0109-Payables 06/25/26

Page 50

P.O. Number	Account	Description	Trans/Payment	Invoice Amt. For This Check	Payment Amt.	Check Date
					649,968.86	
Total for assigned computer checks					0.00	
Total for unassigned payments					0.00	
Total for manual checks					0.00	
Total for electronic transfers (manual)					0.00	
Certified warrant amount					649,968.86	
Total of credits associated with cash replacement checks issued					0.00	
Total for Warrant Report					649,968.86	

**Net Disbursement by Fund - All Payments**

Fund Summary						\$
A						398,768.24
C						6,923.99
CM						9,110.00
F						34,166.67
H						200,999.96
<b>Total for All Funds</b>						<b>\$ 649,968.86</b>
Bank Account Summary		Computer Checks	Cash Replacement	EFT's	Transactions	\$
LYONS BANK GENERAL F		41 Checks (153089-153129)	0	0	49	398,768.24
LYONS BANK SCHOOL LU		7 Checks (013593-013599)	0	0	8	6,923.99
LYONS BANK SPECIAL A		2 Checks (003588-003589)	0	0	2	34,166.67
TE- HIGH YIELD/MUNIC		24 Checks (000579-000602)	0	0	27	9,110.00
H- CAPITAL FUND CHEC		1 Check (001205)	0	0	2	200,999.96
<b>Total for All Computer Checks</b>						<b>\$ 649,968.86</b>

I hereby certify that I have audited the claims for the 75 checks and 0 electronic disbursements above, in the total amount of \$ 649,968.86 You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

6/26/2026   
Date Claims Auditor

Emily Merry  
Claims Auditor

# Claims Audit Report NRW CSD Warrant 0110

6/30/2026

## Summary of findings:

I checked all transactions in Warrant 0110 dated 6/30/2026 and had no findings.

June 30, 2026  
09:53:01 am

**North Rose-Wolcott Central School Dist**  
Warrant Report  
Fiscal Year: 2026  
Warrant: 0110-Payables 06/30/26

Page 12

P.O. Number	Account	Description	Trans/Payment	Invoice Amt. For This Check	Payment Amt.	Check Date
Total for assigned computer checks					150,818.06	
Total for unassigned payments					0.00	
Total for manual checks					0.00	
Total for electronic transfers (manual)					0.00	
Certified warrant amount					150,818.06	
Total of credits associated with cash replacement checks issued					0.00	
Total for Warrant Report					150,818.06	

Net Disbursement by Fund - All Payments						
Fund Summary						
A						\$ 58,428.39
C						2,063.77
CM						325.90
H						90,000.00
Total for All Funds						\$ 150,818.06
Bank Account Summary						
	Computer Checks	Cash Replacement	EFT's	Transactions		
LYONS BANK GENERAL F	25 Checks (153130-153154)	0	0	33		\$ 58,428.39
LYONS BANK SCHOOL LU	1 Check (013600)	0	0	1		2,063.77
TE- HIGH YIELD/MUNIC	1 Check (000803)	0	0	1		325.90
H- CAPITAL FUND CHEC	1 Check (001206)	0	0	1		90,000.00
Total for All Computer Checks						\$ 150,818.06

I hereby certify that I have audited the claims for the 28 checks and 0 electronic disbursements above, in the total amount of \$ 150,818.06 You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

  
 Date
 

  
 Claims Auditor

Emily Merry  
Claims Auditor