

INFORMATION REGARDING SEX OFFENDERS REGULATION

The following procedures shall be used in the implementation of the Board of Education policy on information regarding sex offenders.

1. The Superintendent is the district official who will receive notification from the New York State Division of Parole (The "Division") with respect to paroled sex offenders residing within the school district.
2. The Superintendent or his/her designee shall prepare and distribute to appropriate district personnel the following information received from the Division as soon as possible.
 - a. a photograph (or photocopy of a photograph) of the sex offender if one is provided by the Division;
 - b. the sex offender's name and physical description; and,
 - c. any notification received that the sex offender is to stay away from school grounds and other places where children congregate.
 - d. Exception: Information supplied to the district about the parolee's name and photograph will not be distributed if it indicates the parolee has been convicted of a crime involving incest or abuse of his/her children or any other circumstances where such release of the parolee's name and/or photograph may inadvertently identify the victim. This decision will be made on a case by case basis by the Superintendent.
3. The Superintendent or his/her designee shall notify:
 - a. the building principals who shall in turn inform all teachers, cleaners, custodians, and maintenance personnel in their respective buildings as well as any other staff members who regularly greet or may see members of the public who visit the building;
 - b. the transportation manager who shall in turn inform all bus drivers;
 - c. the athletic director who shall in turn inform all coaches, game supervisors, and ticket sellers; and,
 - d. the leaders of any groups or organizations which regularly use district facilities with children in attendance.
4. The Superintendent or his/her designee shall contact the Wayne County Sheriff's Department and the New York State Police Department in Williamson to confirm that they have received the information received by the school district from the Division. If not, the Superintendent or designee shall forward the information from the Division to them.