

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

June 8, 2023

6:00 PM

Auditorium of the Middle School

**AGENDA**

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

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 June 8, 2023.

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

**2. Presentations:**

- Dr. Ramos Recognition
- Student Presentation – High School
  - Senior, Jenna Bullard
- North Rose-Wolcott Directors– Lisa Brower, Todd Henry, Rita Lopez, Fred Prince, Ben Stopka
  - School Improvement Plan – Update
- Director of Business Operations & Finance– Gary Barno
  - Report of Reserve Funds and Use of Reserves Policy
- Superintendent Update – Michael Pullen

**3. Reports and Correspondence:**

- Policy Committee – Paul Statskey, Shelly Cahoon, Tina Reed
  - First Reading: The following policies are being submitted for a first reading.

<b>7000</b>	<b>Students</b>	
7110	Comprehensive Student Attendance	Revised
7611	Children with Disabilities	Revised
7613	The Role of the Board in Implementing A Students Individualized Education Program	Revised
<b>8000</b>	<b>Instruction</b>	
8220	Career and Technical (Occupational) education	Revised
8320	Selection of Library and Multimedia Materials	Revised
8241	Patriotism, Citizenship and Human Rights Education	Delete

- The Committee has reviewed the following policies and does not recommend any changes:

<b>7000</b>	<b>Students</b>	
7514	Student Health Records	Reviewed
7612	Grouping by Similarity of Needs	Reviewed
7643	Transfer Students with Disabilities	Reviewed

**4. 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.

**5. Consent Agenda:**

*A motion for approval of items as listed under the CONSENT AGENDA ITEMS 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 May 25, 2023.

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 May 12, 17, 22, 23 30, June 1, and 5, 2023; and instructs the Superintendent to implement the recommendations on behalf of the following individuals identified by student number:

13836	14572	14305	14255	13965	14118	14620	14031	13829	14019
14763	13076	14133	14669	14294	13366	14069	13842	14161	14864
14692	14587	14664	14661	14858	14728				

c. 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 April 2023.

d. Provisional Employment of Staff

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, authorizes the Superintendent to provisionally employ staff necessary for the Academic and Enrichment Program Appointments for the 2023-2024 school year until their official Board of Education appointment.

e. 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.

f. Funds Transfer

**RESOLUTION**

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 \$50,000 to the EBALR Reserve, up to \$375,000 to the (ERS) Retirement Contribution Reserve Account, up to \$200,000 to the TRS Reserve Account, up to \$725,000 to the Capital Bus Reserve, and up to \$2,500,000 to the Capital Building Reserve Account to be funded with unexpended funds as of June 30, 2023, in accordance with the District's Funding and Use of Reserves Policy.

g. Reasonable Assurance Letters

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, authorizes the Director of Human Resources to transmit reasonable assurance letters in compliance with Federal Unemployment Act enacted under Public Law 94-566, to all

eligible and active employees for the 2023-2024 school year, commencing on July 1, 2023 and ending June 30, 2024.

h. Personnel Items:

1. Letter of Resignation – Victoria Kata

Victoria Kata has submitted a letter of resignation as English Teacher.

**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 Victoria Kata as English Teacher effective June 23, 2023.

2. Letter of Resignation – Dylan Bartlett

Dylan Bartlett has submitted a letter of resignation as English Teacher.

**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 Dylan Bartlett as English Teacher effective June 30, 2023.

3. Leave of Absence – Leisel Everdyke

Leisel Everdyke, Elementary Teacher, is requesting an unpaid child rearing leave of absence to commence on approximately October 27, 2023 through December 7, 2023.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the unpaid child rearing leave of absence for Leisel Everdyke from approximately October 27, 2023 through December 7, 2023.

4. Appoint Elementary Teacher – Alexis Ball

Christie Graves recommends Alexis Ball to fill an Elementary 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 Alexis Ball as an Elementary Teacher conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Certification: Childhood Education, Grades 1-6, Initial

Tenure Area: Elementary

Probationary Period: August 29, 2023-August 28, 2027

Salary: Step A, \$48,514

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 School Lunch Manger – Rita Lopez

Gary Barno recommends Rita Lopez as School Lunch Manager.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the probationary appointment of Rita Lopez as School Lunch Manager conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87.

Probationary Period: May 23, 2023-July 17, 2023

Salary: Contract is on file with the District Clerk.

6. 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 individuals to participate in curriculum writing workshops in July-August 2023 at \$35.00/hr.

Alexis Ball

7. 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, 2023 through August 19, 2023 conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87.

Staff	Position	\$/Hr.
Christina Marriott	Summer Food Service Supervisor	\$20.41/hr.

8. 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 June 1, 2023 through August 19, 2023 conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87.

Staff	Position	\$/Hr.
Laurinda Collins	Grant Program Teaching Assistant	\$19.10/hr.
Allison Thompson	Grant Program Teacher	\$39.78/hr.
Brenda Mitchell	Grant Program Teacher	\$39.78/hr.
Sally Brown	Grant Program Teacher Aide	\$17.25/hr.
Hailey DeNoto	Grant Program Teacher Aide	\$16.00/hr.
Sundra Wendt	Grant Program Teacher Aide	\$17.60/hr.

9. Appoint Extended School Year (ESY) Summer School Staff

Sara McLean is recommending the following individuals to staff the Special Education Summer School Program.

**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 positions for Special Education Summer School, from July 1, 2023 through August 18, 2023.

Name	Position	Salary
Emma Bundy	ESY Teacher Aide	\$15.25/hr.

10. Program Appointments

The following individuals are being recommended to work in 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 enrichment programs during the 2023-2024 school year conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87.

Staff	Position	\$/Hr.
Adam Bishop	Learning Technology Coach	\$35.00/hr.
Meagan Pentycofe	Learning Technology Coach	\$35.00/hr.
Amanda Johnson	Learning Technology Coach	\$35.00/hr.
Joanna Samar	Learning Technology Coach	\$35.00/hr.
Amy Wiktorowicz	Learning Technology Coach	\$35.00/hr.

11. Aquatics Program

Marc Blankenberg is recommending the following individual to fill a Water Safety Instructors and/or Lifeguard or Program Director position.

**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 2023-2024 school year.

Name	Position(s)	Rate/Hr.
Jolee Stubee	Lifeguard	\$14.20/hr.
Autumn Davenport	Swim Program Director	\$23.50/hr,

12. Appoint Volunteers

**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 as a volunteer in the district for the 2022-2023 school year.

Irene Interlichia

Chelsey Tryon

Alexander Wells

**6. Policies**

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

1. 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	
7420	Sports and the Athletic Program	Revised
7521	Students with Life Threatening Health Conditions	Revised
7530	Child Abuse and Maltreatment	Revised

7550	Dignity for All Students	Revised
7553	Hazing of Students	Revised
7580	Safe Public School Choice Options	Revised
<b>8000</b>	<b>Instruction</b>	
8130	Equal Educational Opportunities	Revised
8210	Safety Conditions and Prevention Instruction	Delete
8230	Instruction in Certain Subjects	Delete
8440	Home Instruction	Revised

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

A motion for approval Item #1 is made by \_\_\_\_\_ and seconded by \_\_\_\_\_ it was adopted and the following votes were cast:

1. Appropriation of Contingent Expense and Emergency Capital Project

**WHEREAS**, the Domestic Hot Water Boiler at the North Rose Wolcott Elementary Building has failed unexpectedly and requires immediate replacement to avoid substantial impact to the functions of the building and to ensure the health, safety and the welfare of the staff and students.

**WHEREAS**, pursuant to NYS General Municipal Law 103(4) the Board of Education of North Rose Wolcott Central School District (the "District") has considered of the opinion of architect SEI Design Group regarding their recommendation that immediate steps need to be taken to re-establish an operational Hot Water Boiler System with two storage tanks at North Rose Elementary School used for educational purposes.

**WHEREAS**, the lack of an operational Domestic Hot Water Boiler at the North Rose Wolcott Elementary Building constitutes an emergency which threatens the health and safety of the occupants of the building and requires the District to take appropriate immediate action which cannot await competitive bidding as otherwise may be required, so as to ensure the protection of District property and the health, safety and welfare of the staff and students.

**WHEREAS**, the lack of an operational Domestic Hot Water Boiler at the North Rose Wolcott Elementary Building requires the District to take immediate action to remove and replace the hot water boiler system.

**WHEREAS**, the District recommends the removal and replacement of the hot water boiler system be performed in a manner to be as least burdensome as possible while simultaneously protecting human health and the environment.

**WHEREAS**, to complete the removal and replacement of the hot water boiler system, the District is required to hire qualified, certified and/or licensed contractor(s) to perform and complete the work.

**WHEREAS**, the New York State Education Department has determined that expenses incurred to mitigate the effects of an emergency are ordinary contingent expenses that can be funded by a school district's unallocated fund balance.

**WHEREAS**, the District is authorized to utilize the unallocated fund balance for the current fiscal year to pay the costs to be incurred to complete the removal and replacement of the hot water boiler system.

**WHEREAS**, the removal and replacement of the hot water boiler system is in the best interests of the District given its emergency nature and impact on District property and student and staff health and safety.

**WHEREAS**, the District is the lead agency with regard to the proposed project under the provisions of SEQRA.

**NOW THEREFORE BE IT RESOLVED** as follows:

1. The District declares the removal and replacement of the Domestic Hot Water Boiler at the North Rose Wolcott Elementary Building is an emergency which threatens the health and safety of the staff and students and District property.
2. The District declares that the necessary replacement and repair of the Domestic Hot Water Boiler at the North Rose Wolcott Elementary Building and associated mechanical equipment is a SEQR Type II Action requiring no further review.
3. The District hereby finds the removal and replacement of the Domestic Hot Water Boiler at the North Rose Wolcott Elementary Building as essential for the protection of the health and safety of the staff and students and for protection of the District's property, requires immediate action which cannot await competitive bidding and hereby declares the project to be an ordinary contingent expense (hereinafter "Project") and authorizes an Emergency Capital Project for approximately \$70,000 to remedy the conditions (the "Expenditure") from the District's unallocated fund balance to complete the Project.
4. The District authorizes the Superintendent to select a licensed and/or certified contractor(s) to conduct removal, repair, operations and maintenance work to complete the necessary responsive action to complete the Project in order to protect District property and the health and safety of the staff and students.
5. The District authorizes the Superintendent to enter into contract(s) with contractor(s) to complete the Project according to terms of a contract(s) approved by counsel to the District.
6. The District declares the Expenditure constitutes an ordinary contingent expense within the meaning of Education Law Section 2023.
7. The Superintendent and all officers and employees of the District are hereby authorized and directed to take all steps reasonably necessary or appropriate to complete the Project and to carry out the intent of this Resolution and to apply for any eligible state building aid, if applicable.
8. This Resolution shall take effect immediately and shall also ratify previous actions undertaken by the District staff to implement the Project, to protect and preserve District property and ensure the health and safety of the staff and students under the circumstances.

The vote on this Resolution was as follows:

Lucinda Collier	Voting	<input type="checkbox"/> yes	<input type="checkbox"/> no
Jasen Sloan	Voting	<input type="checkbox"/> yes	<input type="checkbox"/> no
John Boogaard	Voting	<input type="checkbox"/> yes	<input type="checkbox"/> no
Shelly Cahoon	Voting	<input type="checkbox"/> yes	<input type="checkbox"/> no
Linda Eygnor	Voting	<input type="checkbox"/> yes	<input type="checkbox"/> no
Tina Reed	Voting	<input type="checkbox"/> yes	<input type="checkbox"/> no
Paul Statskey	Voting	<input type="checkbox"/> yes	<input type="checkbox"/> no

A motion for approval Item #2 is made by \_\_\_\_\_ and seconded by \_\_\_\_\_ it was adopted and the following votes were cast:

2. Program Appointments

The following individuals are being recommended to work in 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 enrichment programs during the 2023-2024 school year conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87.

Staff	Position	\$/Hr.
Casie DeWispelaere	Learning Technology Coach	\$35.00/hr.

Lucinda Collier	Voting	___ yes	___ no
Jasen Sloan	Voting	___ yes	___ no
John Boogaard	Voting	___ yes	___ no
Shelly Cahoon	Voting	___ yes	___ no
Linda Eygnor	Voting	___ yes	___ no
Tina Reed	Voting	___ yes	___ no
Paul Statskey	Voting	___ yes	___ no

A motion for approval Item #3 is made by \_\_\_\_\_ and seconded by \_\_\_\_\_ it was adopted and the following votes were cast:

### 3. Aquatics Program

Marc Blankenberg is recommending the following individual to fill a Water Safety Instructors and/or Lifeguard or Program Director position.

#### **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 2023-2024 school year.

Name	Position(s)	Rate/Hr.
Avery Boogaard	Lifeguard	\$14.20/hr.

Lucinda Collier	Voting	___ yes	___ no
Jasen Sloan	Voting	___ yes	___ no
John Boogaard	Voting	___ yes	___ no
Shelly Cahoon	Voting	___ yes	___ no
Linda Eygnor	Voting	___ yes	___ no
Tina Reed	Voting	___ yes	___ no
Paul Statskey	Voting	___ yes	___ no

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

#### **Good News**

#### **Informational Items:**

- Claims Auditor Reports

#### ***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***



**SUBJECT: COMPREHENSIVE STUDENT ATTENDANCE**

**Statement of Overall Objectives**

School attendance is both a right and a responsibility. The School District is an active partner with students and parents in the task of ensuring that all students meet or exceed the New York State Learning Standards. Because the School District recognizes that consistent school attendance, academic success and school completion have a positive correlation, the School District has developed, and, if necessary, will revise a Comprehensive Student Attendance Policy to meet the following objectives:

- a) To increase school completion for all students;
- b) To raise student achievement and close gaps in student performance;
- c) To identify attendance patterns in order to design attendance improvement efforts;
- d) To know the whereabouts of every student for safety and other reasons;
- e) To verify that individual students are complying with education laws relating to compulsory attendance;
- f) To determine the District's average daily attendance for state aid purposes.

**Description of Strategies to Meet Objectives**

The School District will:

- a) Create and maintain a positive school building culture by fostering a positive physical and psychological environment where the presence of strong adult role models encourages respectful and nurturing interactions between adults and students. This positive school culture is aimed at encouraging a high level of student bonding to the school, which in turn should lead to increased attendance.
- b) Develop a Comprehensive Student Attendance Policy based upon the recommendations of a multifaceted District Policy Development Team that includes representation from the Board of Education, administrators, teachers, students, parents and the community. The District will hold at least one public hearing prior to the adoption of this collaboratively developed Comprehensive Student Attendance Policy.
- c) Maintain accurate recordkeeping via a Register of Attendance to record attendance, absence, tardiness or early departure of each student.
- d) Utilize data analysis systems for tracking individual student attendance and individual and group trends in student attendance problems.

(Continued)

**SUBJECT: COMPREHENSIVE STUDENT ATTENDANCE (Cont'd.)**

- e) Develop early intervention strategies to improve school attendance for all students.

**Determination of Excused and Unexcused Absences, Tardiness and Early Departures**

Based upon our District's education and community needs, values and priorities, the School District has determined that absences, tardiness and early departures will be considered excused or unexcused according to the following standards. A written excuse, signed by a parent or guardian, should be presented by the student when returning to school following each absence. Alternatively, parents or guardians may call the school with the reason for the absence.

- a) **Excused:** An absence, tardiness or early departure may be excused if due to personal illness, illness or death in the family, impassable roads due to inclement weather, religious observance, quarantine, required court appearances, attendance at health clinics, approved college visits, approved cooperative work programs, military obligations or other such reasons as may be approved by the Board of Education.
- b) **Unexcused:** An absence, tardiness or early departure is considered unexcused if the reason for the lack of attendance does not fall into the above categories (e.g., family vacation, hunting, babysitting, haircut, obtaining learner's permit, road test, oversleeping).

**Student Attendance Record Keeping/Data Collection**

The record of each student's presence, absence, tardiness and early departure shall be kept in a register of attendance in a manner consistent with Commissioner's regulations. An absence, tardiness or early departure will be entered as "excused" or "unexcused" along with the District code for the reason.

Attendance shall be taken and recorded in accordance with the following:

- a) For students in non-departmentalized pre-K through grade 6 (i.e., self-contained classrooms and supervised group movement to other scheduled school activities such as physical education in the gym, assembly, etc.) and for grades pre-K through 12 or in departmentalized schools at any grade level (i.e., students pass individually to different classes throughout the day), each student's presence or absence shall be recorded after the taking of attendance in each period of scheduled instruction. For purposes of APPR and Teacher-Student Data Linkages (TSDL), classroom attendance for all students K through 12 must be recorded on a subject by subject basis for Teacher of Record Determinations.
- b) For students in grades 5 through 12 or in departmentalized schools at any grade level (i.e., students pass individually to different classes throughout the day), each student's presence or absence shall be recorded after the taking of attendance in each period of scheduled instruction.

(Continued)

**SUBJECT: COMPREHENSIVE STUDENT ATTENDANCE (Cont'd.)**

- c) Any absence for a school day or portion thereof shall be recorded as excused or unexcused in accordance with the standards articulated in this policy.
- d) In the event that a student at any instructional level from pre-K through 12 arrives late for or departs early from scheduled instruction, such tardiness or early departure shall be recorded as excused or unexcused in accordance with the standards articulated in this policy.

A record shall be kept of each scheduled day of instruction during which the school is closed for all or part of the day because of extraordinary circumstances including adverse weather conditions, impairment of heating facilities, insufficiency of water supply, shortage of fuel, destruction of or damage to a school building, or such other cause as may be found satisfactory to the Commissioner of Education.

Attendance records shall also indicate the date when a student withdraws from enrollment or is dropped from enrollment in accordance with Education Law Section 3202(1-a).

At the conclusion of each class period or school day, all attendance information shall be compiled and provided to the designated school personnel who are responsible for attendance. The nature of the absence, tardiness or early departure shall be coded on a student's record in accordance with the established District/building procedures.

**Student Attendance/Course Credit**

The District believes that classroom participation is related to and affects a student's performance and grasp of the subject matter and, as such, is properly reflected in a student's final grade. For purposes of this policy, classroom participation means that a student is in class and prepared to work.

~~Consequently, for each marking period a certain percentage of a student's final grade will be based on classroom participation as well as the student's performance on homework, tests, papers, projects, etc. as determined by the building administrator and/or classroom teacher.~~

~~Students are expected to attend all scheduled classes. Consistent with the importance of classroom participation, unexcused student absences, tardiness, and early departures will affect a student's grade, including credit for classroom participation, for the marking period.~~

~~However, it is District policy that students with properly excused absences, tardiness and early departures for which the student has performed any assigned make-up work, assignments and/or tests shall not be counted as an absence for the purpose of determining the student's eligibility for course credit. District procedures will specify how student tardiness and early departures will be calculated and factored into the District's minimum attendance standard.~~

~~However, where a student earns a passing grade, credit will not be denied for the course(s).~~

(Continued)

**Commented [1]:** This complies with the law - there are stringent standards for when we can deny course credit due to absences, and this outlines those standard. But many districts choose to remove this section from their policy.

**SUBJECT: COMPREHENSIVE STUDENT ATTENDANCE (Cont'd.)**

For summer school and courses meeting 1/2 year or 1/4 year, the same policy will apply and a calculation of the absences will be prorated accordingly.

Transfer students and students re-enrolling after having dropped out will be expected to attend a prorated minimum number of the scheduled class meetings during their time of enrollment.

Students will be considered in attendance if the student is:

- a) Physically present in the classroom or working under the direction of the classroom teacher during the class scheduled meeting time; or
- b) Working pursuant to an approved independent study program; or
- c) Receiving approved alternative instruction.

Students who are absent from class due to their participation in a school-sponsored activity are to arrange with their teachers to make up any work missed in a timely manner as determined by the student's teacher. Attendance at school-sponsored events where instruction is substantially equivalent to the instruction which was missed shall be counted as the equivalent of regular attendance in class.

Upon returning to school following a properly excused absence, tardiness or early departure, it shall be the responsibility of the student to consult with his or her teacher(s) regarding arrangements to make up missed work, assignments and/or tests in accordance with the time schedule specified by the teacher.

**Notice of Minimum Attendance Standard/Intervention Strategies Prior to the Denial of Course Credit**

In order to ensure that parents/persons in parental relation and students are informed of the District's policy regarding minimum attendance and course credit, and the implementation of specific intervention strategies to be employed **prior to the denial of course credit to the student for insufficient attendance**, the following guidelines shall be followed:

- a) Copies of the District's Comprehensive Student Attendance Policy will be mailed to parents/persons in parental relation and provided to students at the beginning of each school year or at the time of enrollment in the District.
- b) School newsletters and publications will include periodic reminders of the components of the District's Comprehensive Student Attendance Policy. Copies of the Attendance Policy will also be included in parent/student handbooks.

(Continued)

**SUBJECT: COMPREHENSIVE STUDENT ATTENDANCE (Cont'd.)**

- c) At periodic intervals, a designated staff member(s) will notify, by telephone, the parent/person in parental relation of the student's absence, tardiness, or early departure and explain the relationship of the student's attendance to his or her ability to receive course credit. If the parent/person in parental relation cannot be reached by telephone, a letter shall be sent detailing this information.
- d) A designated staff member will review the District's Attendance Policy with students who have excessive and/or unexcused absences, tardiness, or early departures. Further, appropriate student support services within the District, as well as the possible collaboration/referral to community support services and agencies, will be implemented prior to the denial of course credit for insufficient attendance by the student.

**Notice of Students who are Absent, Tardy or Depart Early Without Proper Excuse**

A designated staff member shall notify by telephone the parent/person in parental relation to a student who is absent, tardy or departs early without proper excuse. The staff member shall explain the District's Comprehensive Student Attendance Policy, the District's/building level intervention procedures, and, if appropriate, the relationship between student attendance and course credit. If the parent/person in parental relation cannot be reached by telephone, the staff member will provide such notification by mail. Further, the District's Attendance Policy will be mailed to the parent/person in parental relation to promote awareness and help ensure compliance with the policy.

If deemed necessary by appropriate school officials, or if requested by the parent/person in parental relation, a school conference shall be scheduled between the parent/person in parental relation and appropriate staff members in order to address the student's attendance. The student may also be requested to attend this conference in order to address appropriate intervention strategies that best meet the needs of the student.

**Chronic Absenteeism**

Chronic absenteeism is defined as missing at least 10% of enrolled school days in a year for any reason, excused or unexcused. Chronic absenteeism differs from truancy because it emphasizes missed instructional time rather than unexcused absences. Missed instructional time can increase a student's risk for disengagement, low achievement, and dropping out, among other things.

**Students who miss at least 5% of enrolled school days in a year are at risk of becoming chronically absent. In light of this, the District will implement intervention strategies for students who miss 5% or more of the enrolled school days in a year.**

(Continued)

**SUBJECT: COMPREHENSIVE STUDENT ATTENDANCE (Cont'd.)****Disciplinary Consequences**

Unexcused absences, tardiness and early departures will result in disciplinary sanctions as described in the District's *Code of Conduct*. Consequences may include, but are not limited to, in-school suspension, detention, and denial of participation in interscholastic and extracurricular activities. Parents/persons in parental relation will be notified by designated District personnel at periodic intervals to discuss their child's absences, tardiness or early departures and the importance of class attendance and appropriate interventions. Individual buildings/grade levels will address procedures to implement the notification process to the parent/person in parental relation.

**Intervention Strategy Process**

In order to effectively intervene when an identified pattern of **excused absences**, unexcused absences, tardiness or early departures occur, designated District personnel will pursue the following:

- a) Identify specific element(s) of the pattern (e.g., grade level, building, time frame, type of **excused absences**, unexcused absences, tardiness or early departures);
- b) Contact the District staff most closely associated with the element. In specific cases where the pattern involves an individual student, the student and parent/person in parental relation will be contacted;
- c) Discuss strategies to directly intervene with specific element;
- d) Recommend intervention to Superintendent or his/her designee if it relates to change in District policy or procedure;
- e) Implement changes, as approved by appropriate administration;
- f) Utilize appropriate District and/or community resources to address and help remediate student unexcused absences, tardiness or early departures;
- g) Monitor and report short and long term effects of intervention.

**Appeal Process**

~~A parent/person in parental relation may request a building-level review of their child's attendance record.~~

**Commented [2]:** I would remove this – parents have their right to request a FERPA amendment if they want to challenge attendance records, so there is no need to create a separate appeal procedure here.

(Continued)

**SUBJECT: COMPREHENSIVE STUDENT ATTENDANCE (Cont'd.)**

**Building Review of Attendance Records**

The building principal will work in conjunction with the building attendance clerk and other designated staff in reviewing attendance records at the end of each term. This review is conducted to identify individual and group attendance patterns and to initiate appropriate action to address the problem of unexcused absences, tardiness and early departures.

**Annual Review by the Board of Education**

The Board of Education shall annually review the building level student attendance records and if such records show a decline in student attendance, the Board shall make any revisions to this Policy and plan deemed necessary to improve student attendance.

**Community Awareness**

The Board of Education shall promote necessary community awareness of the District's Comprehensive Student Attendance Policy by:

- a) Providing a plain language summary of the policy to parents or persons in parental relation to students at the beginning of each school year and promoting the understanding of such a policy to students and their parents/persons in parental relation;
- b) Providing each teacher, at the beginning of the school year or upon employment, with a copy of the policy; and
- c) Providing copies of the policy to any other member of the community upon request.

Education Law §§ 3024, 3025, 3202, 3205, 3206, 3210, 3211, and 3213  
8 NYCRR §§ 104.1, 109.2 and 175.6

**NOTE:** Refer also to Policy #7133 -- [Education of Students in Temporary Housing](#)

Adopted: 6/25/02  
Revised: 5/5/15;

**SUBJECT: CHILDREN WITH DISABILITIES**

A child with a disability means a student under the age of 21 who is entitled to attend public schools and who, because of mental, physical or emotional reasons can only receive appropriate educational opportunities from a program of special education. A child is not considered as having a disability if his or her educational needs are due primarily to unfamiliarity with the English language; environmental, cultural or economic factors; or lack of appropriate instruction in reading or mathematics. “Special education” means specially designed instruction which includes special education services or programs, and transportation, provided at no cost to the parents to meet the unique needs of a child with a disability.

**Deleted:** t eh

If the State Education Department finds that the District has inappropriate policies, procedures or practices resulting in a significant disproportionality by race/ethnicity in the suspension, identification, classification and/or placement of students with disabilities, the District will ensure that it publicly reports on the subsequent revisions to those policies, procedures or practices.

The Board of Education recognizes the existence of individual differences in the intellectual, social, emotional and physical development of children attending school in the District. In recognizing these differences the Board supports a system of services offered in the least restrictive environment for children with disabilities which includes:

- a) Providing the special education needed by the student in order to receive an appropriate education;
- b) Education in regular classes with or without support services, education in a resource room, education for part of the day in a special class, full time education in a special class, home instruction and education in a residential setting.
- c) Providing for the education of students with disabilities with non-disabled peers to the extent appropriate to meet the needs of the student.
- d) Not requiring any student to obtain a prescription for a drug or other substance identified as a controlled substance by the federal Controlled Substances Act as a condition of receiving services;
- e) Recruiting, hiring, training, and retaining highly qualified personnel to provide special education programs and services, and to ensure that teachers and other personnel are appropriately certified for their professional assignments:
  - 1. ,

**Deleted:** Not requiring any student to obtain a prescription for a drug or other substance identified as a controlled substance by the federal Controlled Substances Act as a condition of receiving services.

**Deleted:** .

**Deleted:** Taking the following measurable steps to recruit, hire, train and retain

**Deleted:** Utilize established procedures for publication of all potential job openings;¶  
¶  
2. Check credentials and requirements listed on applications;¶  
¶  
3. Provide guidance/training sessions for interview committee;¶  
¶  
4. Special Education teachers are required to have subject matter knowledge appropriate to the level of instruction being provided, when teaching two or more core academic subjects exclusively to children with disabilities, the teacher will meet the all requirements imposed by law of “highly qualified” per the No Child Left Behind Act (NCLB) and the Individuals with Disabilities Education Improvement Act of 2004 (IDEA) or demonstrate competence in all the core academic subjects taught per state regulations;¶  
(Continued)

**Formatted:** Justified, Indent: Left: 0.75", Tab stops: 0.75", Left + 1.13", Left + Not at 1"



**SUBJECT: CHILDREN WITH DISABILITIES (Cont'd.)**

d) Consideration of the location of a school program(s) to a student's residence, before placement into an educational program;

g) Establishing guidelines for the provision of appropriate accommodations necessary to measure the academic achievement and functional performance of the student in the administration of District-wide assessments.

h) Adoption of written policies and procedures ensuring that students with disabilities are provided appropriate opportunities to earn a high school diploma in accordance with Commissioner's regulations.

(Continued)

**Deleted:** 5. Special education teachers and administrators are required to complete enhanced training in the needs of autistic children.¶

**Deleted:** c

**Deleted:**

**Deleted:** the following

**Deleted:** :

**Deleted:** 1. Ensure that necessary accommodations are specified on individualized education program (IEP) and implemented in accordance with the IEP.¶

¶  
2. Review the need for accommodations through the Committee on Special Education (CSE).

**Deleted:** f) To the extent feasible, using universal design principles (defined as a concept or philosophy for designing and delivering products and services that are usable by people with the widest range of functional capabilities, which include products and services that are directly usable without requiring assistive technologies and products and services that are made usable with assistive technologies) in developing and administering District-wide assessment programs by:¶

¶  
1. Addressing appropriate universal design principles in IEP.¶

¶  
2. Having the Library Media Specialist and/or Curriculum Coordinator keep Committee on Special Education (CSE)/Committee on Preschool Special Education (CPSE) apprised of available products and services utilizing universal design principles; ¶

¶  
3. Instructional materials and activities allow learning goals to be achievable by individuals with wide differences in abilities.¶

¶  
4. Flexible curricular materials and activities are built into the instructional design and operating systems.¶

¶  
5. Instruction is diversified to deliver general education curriculum to every student and diversify ways students may respond to that curriculum.¶

**Deleted:** g) Consideration of the location of a school program(s) to a student's residence, before placement into an educational program.¶

**SUBJECT: CHILDREN WITH DISABILITIES (Cont'd.)**

- i) Allocation of appropriate space within the District for special education programs that meet the needs of students with disabilities.
- j) Assurance that appropriate space will be available to meet the needs of resident students with disabilities who attend special education programs provided by BOCES.

**Provision of Special Education Services to Nonpublic School Students with Disabilities who are Parentally Placed**

The District will comply with all Child Find responsibilities related to parentally placed nonpublic school students attending nonpublic schools located within the geographic region of the District.

These requirements only pertain to students with disabilities parentally placed in elementary and secondary nonpublic schools, not to parental placements of preschool children with disabilities in private day care or preschool programs; or to CSE placements of students with disabilities in approved private schools, ~~Special special Act act School school Districts districts~~, state-supported or state-operated schools, or to charter schools.

As the district of location, the District is responsible for child find, including individual evaluations, Committee on Special Education (CSE) meetings, provision of special education services, and due process to parentally placed nonpublic school students attending nonpublic schools located in the geographic region of the District.

The actual cost for Committee on Special Education (CSE) administration, evaluations and special education services provided to a student with a disability who is a resident of New York State, but a nonresident to the district of location, may be recovered from the student's school district of residence upon written parental consent to share special education information between the two public school districts has been obtained.

The District will consult with representatives of the nonpublic schools located within the boundaries of the District, including consultation regarding the child find process and provision of special education services generally, and use of federal funds. Individual services are determined by the CSE.

**Deleted:** district of location is responsible for child find, including individual evaluations, Committee on Special Education (CSE) meetings, provision of special education services, and due process to parentally placed nonpublic school students attending nonpublic schools located in the geographic region of the public school district.

**Deleted:** §  
**Deleted:** Because federal regulations require parental consent before any personally identifiable information about the student relating to special education is shared between officials in the public school district of residence and officials in the public school district of location, parent consent to share special education information between the two public school districts is required before billing a district of residence for the cost of special education services provided to the student by the district of location.

**Deleted:** Parental consent must be obtained by the school district of location before any personally identifiable information about the student is shared between officials in the public school district of residence and officials in the public school district of location. §

**Deleted:** school district of location must

**Deleted:** nonpublic school

**Deleted:** and representatives of parents of parentally placed nonpublic school students with disabilities enrolled in nonpublic elementary and secondary

**Deleted:** school district. The school district must engage in

**Deleted:** ; consultation is not specific to individual students.

**Deleted:** The consultation process must be timely and meaningful and include discussion of:§

§

a) Child Find;§

§

(Continued

**Formatted:** Justified

2022

7611  
4 of 4

Students

**SUBJECT: CHILDREN WITH DISABILITIES (Cont'd.)**

Individuals with Disabilities Education Improvement Act of 2004, Public Law 108-446 Sections 612 and 614  
Individuals with Disabilities Education Act (IDEA), 20 United States Code (USC) Section 1400 et seq.  
20 United States Code (USC) Section 9101(23)  
21 United States Code (USC) Section 812(c)  
34 Code of Federal Regulations (CFR) Part 300  
Education Law Sections 3004(4), 3004(5), 3208, 3242, 3602-c, 4401-4407 and 4410-6  
8 New York Code of Rules and Regulations (NYCRR) Sections 52.21, 57-3, 100.5, 100.9, 177.2, 200.2(b),  
200.2(c)(2)(v), 200.4(e)(9) and 200.6(a)(1)

NOTE: Refer also to Policy #7615 -- Least Restrictive Environment

Adopted: 1992  
Revised: 1/9/07; 10/28/08; 2/12/13;

**Deleted:** b) Provision of Special Education Services, and¶

c) Use of Federal Funds.¶

¶  
The school district of location must provide, as appropriate, special education services to an eligible student who legally resides in another state and who is parentally placed in a nonpublic school located in New York State. The services to be provided to out-of-state students must be documented on a services plan that is developed by the CSE of the district of location. The services plan is the written plan that describes the specific special education and related service that the district of location will provide to the student consistent with the services that the school district of location has determined through the consultation process and in relation to the proportionate shares of federal IDEA Part B dollars, to be provided to the student.¶

¶  
**Tuition Reimbursement Claims for Disabled Nonpublic School Students**¶

¶  
The parent must comply with the IDEA's pre-hearing notice requirement for tuition reimbursement claims. Specifically, the IDEA directs that at least ten business days before submitting a request for an impartial due process hearing for tuition reimbursement, the parent must give the district written notice of intent to enroll the child in private school at public expense. The purpose of this requirement is to give the public school district's CSE the opportunity to meet and develop a new IEP for the student that addresses the parent's concerns. *A parent who does not provide such written notice within ten days may have his request for reimbursement reduced or denied. In most cases, a parent's failure to satisfy these notice requirements is a complete bar to recovery.*¶

## Students

**SUBJECT: THE ROLE OF THE BOARD IN IMPLEMENTING A STUDENT'S  
INDIVIDUALIZED EDUCATION PROGRAM**

The Board of Education shall establish at least one Committee on Special Education (CSE) and one Committee on Preschool Special Education (CPSE). The Board shall also establish, as necessary, Subcommittees on Special Education to ensure timely evaluation and placement of students with disabilities.

**Committee on Special Education**

The Board of Education shall, upon completion of its review of the recommendations of the CSE, arrange for the appropriate special education programs and services to be provided to a student with a disability. The Board shall notify the parent/~~guardian~~—or person in parental relation to student of its action in accordance with federal and state law and regulations.

For a student not previously identified as having a disability, the CSE shall provide a recommendation to the Board which shall arrange for the appropriate special education programs and services to be provided within 60 school days of the date of receipt of consent to evaluate. For a student with a disability referred for review, a recommendation shall be provided to the Board which shall arrange for the appropriate special education programs and services to be provided within 60 school days of the referral for review. However, if such recommendation of the CSE is for placement in an approved in-state or out-of-state private school, the Board shall arrange for such special education programs and services for students with disabilities within 30 days of the Board's receipt of the recommendation of the CSE.

If on review of the recommendation of the CSE, the Board of Education disagrees with such recommendation, the Board shall follow one of the following procedures:

- a) The Board may remand the recommendation to the CSE with a statement of the Board's objections or concerns and a request that a timely meeting be held to review and consider such objections or concerns. The CSE shall consider the Board's objections or concerns, revise the Individualized Education Program (IEP) where appropriate, and resubmit a recommendation to the Board. If the Board continues to disagree with the recommendation of the CSE, the Board may continue to remand the recommendation to the original committee for additional reviews of its objections or concerns, or establish a second CSE to develop a new recommendation in accordance with the following paragraph, provided that the Board arranges for the programs and services in accordance with the student's IEP within the timelines as outlined above; or, in the alternative,
- b) The Board may establish a second CSE to develop a new recommendation for the student. If the Board disagrees with such new recommendation, the Board may remand the recommendation to the second CSE with a statement of the Board's objections or concerns and a request that a timely meeting be held to review and consider such objections or concerns. The second CSE shall consider the Board's objections or concerns, revise the IEP

(Continued)

Students

**SUBJECT: THE ROLE OF THE BOARD IN IMPLEMENTING A STUDENT'S INDIVIDUALIZED EDUCATION PROGRAM (Cont'd.)**

where appropriate, and resubmit a recommendation to the Board. If the Board continues to disagree with the recommendation of the second CSE, the Board may continue to remand the recommendation for additional reviews of its objections or concerns by the second CSE, provided that the Board arranges for the programs and services in accordance with the student's IEP, as developed by the second CSE, within the timelines as outlined above.

Pursuant to Commissioner's Regulations, the Board may not select the recommendation of the original CSE once it has established a second CSE.

The Board shall provide the student's parents/**guardians or person in parental relation to student** with written notice and a copy of the statement of its objections or concerns and notice of due process rights in accordance with Section 200.5 of the Regulations of the Commissioner.

**Committee on Preschool Special Education**

Upon receipt of the recommendation of the Committee on Preschool Special Education (CPSE), the Board of Education shall arrange for the preschool student with a disability to receive such appropriate programs and services in accordance with the student's IEP, commencing with the July, September or January starting date for the approved program, unless such services are recommended by the CPSE less than 30 school days prior to, or after, the appropriate starting date selected for the preschool student with a disability; in that case, such services shall be provided no later than 30 days from the recommendation of the CPSE.

If the Board disagrees with the recommendation of the CPSE, the Board shall send the recommendation back to the CPSE with notice of the need to schedule a timely meeting to review the Board's concerns and to revise the IEP as deemed appropriate. The Board of Education shall provide such notice as required by federal and state law and regulations.

**Subcommittee on Special Education**

The number of Subcommittees on Special Education will be determined by the CSE and the CSE will be responsible for the oversight and monitoring of the activities of each subcommittee to assure compliance with the requirements of applicable state and federal laws and regulations.

Each Subcommittee may perform the functions for which the CSE is responsible, except:

- a) When a student is considered for initial placement in a special class; or
- b) When a student is considered for initial placement in a special class outside of the student's school of attendance; or

(Continued)

**SUBJECT: THE ROLE OF THE BOARD IN IMPLEMENTING A STUDENT'S  
INDIVIDUALIZED EDUCATION PROGRAM (Cont'd.)**

- c) When a student is considered for placements in a school primarily serving students with disabilities or a school outside the District.

Subcommittees shall report annually to the CSE regarding the status of each student with a disability within its jurisdiction. Upon receipt of a written request from the parent or person in parental relation to a student, the Subcommittee shall refer to the CSE any matter in which the parent disagrees with the Subcommittee's recommendation concerning a modification or change in the identification, evaluation, educational placement or provision of a free appropriate education to the student.

Education Law Sections 4402 and 4410  
8 New York Code of Rules and Regulations  
(NYCRR) Sections 200.2(d)(1), 200.4(c), 200.4(d), 200.5 and 200.16(e)

NOTE: Refer also to Policies #7630 -- Appointment and Training of Committee on Special Education (CSE)/Subcommittee on Special Education Members  
#7631 -- Appointment and Training of Committee on Preschool Special Education (CPSE) Members

Adopted: 6/24/97  
Revised: 7/12/00; 1/9/07

## Instruction

**SUBJECT: CAREER AND TECHNICAL (OCCUPATIONAL) EDUCATION**

The ~~Board of Education~~ District recognizes the need for career and technical (occupational) education and reaffirms its policy of strengthening ~~the local high school~~ available career and technical education programs through utilization of any available federal and state funds for that purpose and ~~of~~ supporting ~~the~~ BOCES' programs. Accordingly, these programs may be offered by the District and/or through a BOCES.

**Equal Opportunity**

The ~~Board~~ District prohibits discrimination on the basis of ~~sex, sexual orientation, race, color, creed, religion, national origin, political affiliation, age, marital status, military status, disability, or use of a service animal~~ any legally protected class or category including, but not limited to, race, color, creed, religion, disability, use of a service animal, national origin, sexual orientation, gender identity or expression, military status, sex, age, and marital status in any career and technical education program or activity of ~~this~~ the District.

~~The Board further contends that administration shall be responsible for maintaining compliance with Standards Governing Civil Rights in Vocational Education Programs~~

~~The~~ Career and technical education programs and/or activities will be readily accessible to students with disabilities.

**Public Notification**

Prior to the beginning of each school year or academic semester, the District will issue an appropriate public announcement which advises students, parents, employees, and the general public that career and technical education opportunities will be offered without regard to ~~sex, sexual orientation, race, color, creed, religion, national origin, political affiliation, age, marital status, military status, disability or use of a service animal~~ any legally protected class or category including, but not limited to: race; color; creed; religion; disability; use of a service animal; national origin; sexual orientation; gender identity or expression; military status; sex; age; and marital status. Included in this announcement will be the name, address, ~~and~~ telephone number, and email address of the ~~person designated to coordinate Title IX/Section 504/ADA activities~~ District's Civil Rights Compliance Officer(s) (CRCO(s)) and Title IX Coordinator(s).

**Grievance Procedure**

~~Grievance procedures for resolving complaints regarding discrimination will be disseminated to adequately inform students, parents, and employees of the existence of these procedures.~~ Various District policies and documents address discrimination. These policies and documents may include: Policy #3420 -- Non-Discrimination and Anti-Harassment in the District; Policy #3421 -- Title IX and Sex Discrimination; Policy #7550 -- Dignity for All Students; and the District's *Code of Conduct*. All complaints will be handled in accordance with the applicable District policies and/or documents.

(Continued)

Instruction

**SUBJECT: CAREER AND TECHNICAL (OCCUPATIONAL) EDUCATION (Cont'd.)**

**Local Advisory Council**

~~In accordance with Education Law, (The Board will appoint a Local Advisory Council for Career Education.~~ The Board may, with BOCES approval, utilize the BOCES Advisory Council as its Local Advisory Council.

~~Civil Rights Law Section 40-e  
Education Law Article 93  
8 New York Code of Rules and Regulations (NYCRR) Sections 100.2(h) and 141-et seq.  
Executive Law Section 290 et seq.~~

Age Discrimination Act of 1975, 42 USC § 6101 et seq.  
Americans with Disabilities Act (ADA), 42 USC § 12101 et seq.  
Equal Educational Opportunities Act of 1974, 20 USC § 1701 et seq.  
Section 504 of the Rehabilitation Act of 1973, 29 USC § 790 et seq.  
Title IV of the Civil Rights Act of 1964, 42 USC § 2000c et seq.  
Title VI of the Civil Rights Act of 1964, 42 USC § 2000d et seq.  
Title IX of the Education Amendments Act of 1972, 20 USC § 1681 et seq.  
28 CFR Part 35  
34 CFR Parts 100, 104, 106, 110, and 270  
45 CFR Part 86  
Civil Rights Law §§ 40, 40-c, and 47-b  
Education Law Article 93 and §§ 10-18, 313, 2801, 3201, and 3201-a  
New York State Human Rights Law, Executive Law § 290 et seq.  
8 NYCRR §§ 100.2 and 141 et seq.  
9 NYCRR § 466 et seq.

**NOTE:** Refer also to Policies #3420 -- Non-Discrimination and Anti-Harassment in the District

#3421 -- Title IX and Sex Discrimination  
#7550 -- Dignity for All Students  
#7551 -- Sexual Harassment of Students  
#8130 -- Equal Educational Opportunities  
District *Code of Conduct*



Adopted: 1992

Revised: 7/12/00; 11/12/03; 10/28/08;

2008

8320

1 of 2

Instruction

### SUBJECT: SELECTION OF LIBRARY AND MULTIMEDIA MATERIALS

A school library/library media center shall be established and maintained in each school ~~district~~. The library in each elementary and secondary school shall meet the needs of the pupils, and shall provide an adequate complement to the instructional program in the various areas of the curriculum. ~~Each school~~ ~~The~~ district shall also employ a certified school Library Media Specialist, unless equivalent service is provided by an alternative arrangement approved by the Commissioner.

The library shall be devoted to the exclusive use of the school, except as otherwise provided by the Commissioner. School library materials shall be loaned to its students for free subject to rules and regulations as are or may be prescribed by the Board of Regents and other school authorities.

The Board of Education affirms the Library Bill of Rights of the American Library Association and agrees that the responsibility of the school library is:

- a) To provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities and maturity levels of the students served.
- b) To provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values and ethical standards.
- c) To provide a background of information that will enable students to make intelligent judgments in their daily lives.
- d) To provide materials on opposing sides of controversial issues so that young citizens may develop, under guidance, the practice of critical reading and thinking.
- e) To provide materials representative of the many religious, ethnic, and cultural groups and their contribution to our American heritage.
- f) To ~~place principle above personal opinion and reason above prejudice in the~~ selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the users of the library.

In interpreting these principles, the following will apply:

- a) Broad and varied collections will be developed systematically by the librarian and the audio-visual specialist, based on recommendations of the professional staff and suggestions of students and parents. Final approval will be made by the building principal.
- b) ~~Qualitative standards of selection involving factual accuracy, authoritativeness, artistic quality and appeal will be applied by librarians and audio-visual specialists before purchases are made.~~
- c) ~~Materials will not be excluded because of the race, nationality, political opinions or religious or moral views of the author.~~

2008

8320  
2 of 2

Instruction

**SUBJECT: SELECTION OF LIBRARY AND MULTIMEDIA MATERIALS (Cont'd.)**

d) Materials will be continuously re-evaluated in relation to changing curriculum and instructional needs. ~~Worn-out, outdated materials will be discarded.~~

8 New York Code of Rules and Regulations (NYCRR) Sections 21.4, 91.1, 91.2  
Education Law Section 207

Revised: 04/19/23

Deleted: 10/28/08

**SUBJECT: — PATRIOTISM, CITIZENSHIP AND HUMAN RIGHTS EDUCATION**

~~In order to promote a spirit of patriotic and civil service and obligation, as well as to foster in students of the District moral and intellectual qualities which are essential in preparing them to meet the obligations of citizenship, the Board requires students attending District schools, over the age of eight years, to attend instructional courses in patriotism, citizenship, civic education and values, our shared history of diversity, the role of religious tolerance in this country, and human rights issues, with particular attention to the study of the inhumanity of genocide, slavery (including the Freedom Trail and Underground Railroad), and the Holocaust, and the mass starvation in Ireland from 1845 to 1850.~~

~~— The Board also directs that all students attending District schools in grades eight through 12 receive instruction in the history, meaning, significance and effect of the United States Constitution, the New York State Constitution, and the Declaration of Independence.~~

~~— The curricula for such courses must include the subjects specified by the Board of Regents and be for the period of instruction, as mandated by the Regents, which is necessary in these subjects in each of the appropriate grades.~~

~~— One week during each school year a uniform course of exercises shall be provided to teach students, in an age appropriate manner, the purpose, meaning and importance of the Bill of Rights Articles in the United States and New York State Constitutions. These exercises shall be in addition to the above required courses.~~

~~— In addition, each School District that receives federal funds for a fiscal year shall hold an educational program on the United States Constitution on September 17th of each year for the students in the District to commemorate the September 17, 1787 signing of the Constitution, known as Constitution Day and Citizenship Day. However, when September 17 falls on a Saturday, Sunday, or holiday, this day shall be held during the preceding or following week.~~

~~The Board directs that the above named subjects, as mandated by law, be addressed in the instructional curricula provided by the District.~~

36 USC § 106  
 Education Law Section 801  
 Public Law 108-477 Section 111(b)  
 8 NYCRR § 100.2(e)

NOTE: — Refer also to Policies #3430 — Diversity, Equity, and Inclusion in the District  
 #8242 — Civility, Citizenship, and Character Education/Interpersonal  
 Violence Prevention Education

Adopted: 6/24/97  
 Revised: 1/9/07;

## Students

**SUBJECT: STUDENT HEALTH RECORDS**

The School shall keep a convenient, accurate, and up-to-date health record of every student. Insofar as the health records include confidential disclosures or findings, they shall be kept confidential.

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of students' "education records." For Pre-K through grade 12 students, health records maintained by the School District, including immunization records and school nurse records, generally are considered "education records" subject to FERPA. In addition, records that the District or School maintains on special education students, including records on services provided to students under the Individuals with Disabilities Education Act (IDEA) are considered "education records" under FERPA because they are:

- a) Directly related to a student;
- b) Maintained by the School or a party acting for the School; and
- c) Not excluded from the definition of "education records."

Since student health and medical information in education records is protected by FERPA, the Health Insurance Portability and Accountability Act of 1996 (HIPAA) Privacy Rule excludes such information from its coverage.

Generally, these records may not be shared with third parties without written parental consent unless the disclosure meets one of the exceptions to FERPA's general consent requirement. One exception permits the disclosure of education records, without parental consent, to appropriate parties in connection with an emergency, if knowledge of the information is necessary to protect the health or safety of the student or other individuals.

Parents have a right under FERPA to inspect and review those health and medical records that are considered "education records" under FERPA. Individual records may be interpreted by the school's registered professional nurse to administrators, teachers and other school officials, consistent with law.

Family Educational Rights and Privacy Act of 1974 (FERPA), 20 United States Code (USC) Section 1232g  
Health Insurance Portability and Accountability Act of 1996 (HIPAA), Public Law 104-191 34 Code of  
Federal Regulations (CFR) Part 99  
45 Code of Federal Regulations (CFR) Parts 160, 162 and 164 Education Law Sections 902(b) and 905  
8 New York Code of Rules and Regulations (NYCRR) Part 136

Revised: 10/28/08; 7/7/09

## Students

**SUBJECT: GROUPING BY SIMILARITY OF NEEDS**

The Board of Education in an effort to provide an appropriate special education and related services to students with disabilities supports the grouping of students with disabilities by similarity of needs according to the following guidelines:

- a) That each student with a disability shall be identified, evaluated and placed as determined by the Committee on Special Education (CSE).
- b) The CSE shall determine written goals, including academic and functional goals, for each student with a disability by considering the special and individual needs of each student with a disability. Short-term instructional objectives and/or benchmarks will be created for each preschool student with a disability and for students who take New York State alternate assessments.
- c) The Committee shall recommend to the Board of Education appropriate educational programs and services for each student with a disability based upon the CSE evaluation.
- d) The CSE shall provide information to those teachers and professionals who arrange instructional groups for students with disabilities. Information shall include physical, psychological and social information as well as achievement test results.
- e) The curriculum and instruction provided to students with disabilities who are grouped by similarity of needs shall be consistent with the individual needs of each student in the group.
- f) Students with disabilities may be grouped according to (1) academic or educational achievement and learning characteristics; (2) social development; (3) physical development; and (4) management needs.
- g) When grouping students by similarity of needs, the social needs or physical development of a student shall not be the sole determinant for placement of a student in a special education program.
- h) A student's range of needs should be limited to the extent that one student's needs do not infringe on another student's ability to learn.

Every effort will be made to mainstream students back into the regular classrooms.

8 New York Code of Rules and Regulations (NYCRR) Sections 200.1(w), 200.2(b)(3), 200.4(d) and 200.6(a)(3)

Revised: 10/28/08

## Students

**SUBJECT: TRANSFER STUDENTS WITH DISABILITIES**

To facilitate the transition of students with disabilities transferring into or out of the District the District shall:

- a) As the district of origin take reasonable steps to promptly respond to all requests from the new school district.
- b) As the new school district take reasonable steps to promptly obtain the student's records from the previous school, including the Individualized Education Program (IEP), supporting documents and any other records relating to the provision of special education services.
- c) Provide to a student with a disability (as defined in Section 200.1(zz) of Commissioner's regulations) who transfers school districts within the same academic year a free appropriate education including services comparable to those described in the student's previous IEP.
  1. For transfers within New York State, the previously held IEP will be followed in consultation with the parents until the District adopts the previously held IEP or develops, adopts and implements a new IEP consistent with federal and State law and regulation.
  2. For transfers from outside New York State, in consultation with the parents the previously held IEP will be followed until the District conducts an evaluation and, if appropriate, develops a new IEP consistent with federal and State law and regulation.

Individuals with Disabilities Education Improvement Act of 2004 [Public Law 108-446 Section 614(a)]  
Individuals with Disabilities Education Act (IDEA)  
20 United States Code (USC) Sections 1400 et seq.  
8 New York Code of Rules and Regulations (NYCRR) Sections 200.1(zz) and 200.4(e)(8)

Adopted: 1/9/07

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

May 25, 2023

6:00 PM

Auditorium of the Middle School

**PRESENT:**

**BOE Members:** Lucinda Collier, John Boogaard, Shelly Cahoon, Linda Eygnor, Tina Reed, Jasen Sloan, Paul Statskey

**Superintendent:** Michael Pullen

**District Clerk:** Tina St. John

Approximately 19 students, staff and guests.

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

President, Lucinda Callier called the meeting to order at 6:00p.m.

**Approval of Agenda:**

Motion for approval was made by Paul Statskey and seconded by Jasen Sloan with the motion approve 7-0.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the agenda of May 25, 2023.

**2. Presentations:**

- Student Presentation – North Rose Wolcott Elementary School Students
  - 4<sup>th</sup> Graders, Reagan Boogaard and Maximo Hernandez Vasquez were the student presenters
- North Rose-Wolcott High Directors– Laurie Elliott, Sara McLean
  - NRW Directors presented the update of the School Improvement Plan and answered questions.
- Athletic Update – Marc Blankenberg
  - Mr. Blankenberg provided an overview and answered questions regarding the Athletic Program.
- Superintendent Update – Michael Pullen
  - Mr. Pullen thanked the community at large for a successful vote.
  - Mr. Pullen congratulated our Special Olympians.
  - Mr. Pullen congratulated Clara Madison on receiving the DAR Good Citizen Award.
  - Mr. Pullen provided the end of year date changes.

**3. Reports and Correspondence:** Committee chairperson or liaison provided an update.

- Board of Education Building Liaisons
  - Elementary School –Linda Eygnor
  - Middle School – Paul Statskey
  - High School – Tina Reed
- Four County Update – Linda Eygnor
- Handbook Committee – Lucinda Collier, Tina Reed, Jasen Sloan – no report given
- Audit Committee –John Boogaard, Shelly Cahoon, Linda Eygnor – no report given
- Building & Grounds/Capital Project/Energy Committee – Jasen Sloan, Shelly Cahoon, Paul Statskey – no report given
- District Safety Committee – Jasen Sloan – no report given
- Alternative Learning Center – Jasen Sloan – no report given
- Policy Committee – Paul Statskey, Shelly Cahoon, Tina Reed
  - First Reading: The following policies are being submitted for a first reading.



<b>7000</b>	<b>Students</b>	
7420	Sports and the Athletic Program	Revised
7521	Students with Life Threatening Health Conditions	Revised
7530	Child Abuse and Maltreatment	Revised
7550	Dignity for All Students	Revised
7553	Hazing of Students	Revised
7580	Safe Public School Choice Options	Revised
<b>8000</b>	<b>Instruction</b>	
8130	Equal Educational Opportunities	Revised
8210	Safety Conditions and Prevention Instruction	Delete
8230	Instruction in Certain Subjects	Delete
8440	Home Instruction	Revised

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

- No one addressed the Board of Education

**5. Consent Agenda:**

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Shelly Cahoon and seconded by Linda Eygnor with the motion approved 7-0.

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 May 4, 2023.

**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 May 16, 2023.

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 19, 26, 28, May 1, 2, 3, 4, 8, 10, and 15, 2023; and instructs the Superintendent to implement the recommendations on behalf of the following individuals identified by student number:

11734	12924	12955	14859	11779	13901	11335	12440	12561	11781
13735	14235	14878	13798	14060	14864	14457	13392	14853	13691
14723	14368	14367	13776	12328	13865	13236	13005	12547	14753
14870	13841	13292	14686	11818	14550	13170	13558	13910	14330

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. Cooperative Purchasing Services 2023-24 – CiTi BOCES

**FOOD AND CAFETERIA SUPPLIES  
SCHOOL YEAR 2023-2024**

**WHEREAS,**

It is a plan of a number of public school districts in the Oswego County Board of Cooperative Educational Services Area in New York (known as the Center for Instruction, Technology & Innovation [CiTi]), to bid jointly Cafeteria supplies including but not limited to food and paper items, and

**WHEREAS,**

The North Rose-Wolcott Central School is desirous of participating with other districts in the Oswego County Board of Cooperative Educational Services/CiTi area in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-o, and

**WHEREAS,**

The North Rose-Wolcott Central School wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids and awarding bids and reporting the results to the schools; therefore;

**BE IT RESOLVED,**

That the Board of Education of the North Rose-Wolcott Central School hereby appoints the Oswego County Board of Cooperative Educational Services/CiTi to represent it in all matters relating above, and designates the Oswego County Board of Cooperative Educational Services/CiTi designated newspaper(s) as the legal publication(s) for all Cooperative Purchasing bid notifications, and,

**BE IT FURTHER RESOLVED,**

That the Board of Education of the North Rose-Wolcott Central School authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

**BE IT FURTHER RESOLVED,**

That the Board of Education of the North Rose-Wolcott Central School agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts on quality standards; (3) abide by the Award of the Oswego County Board of Cooperative Educational Services/CiTi according to the recommendations of the committee; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

e. Revised 2023-2024 Board of Education Meeting Calendar

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law adopts the revised 2023-2024 Board of Education Meeting Calendar.

f. Future Business Leaders of America FBLA Overnight Field Trip

Business Teacher Jennifer Judge is planning to take two (2) members of the Future Business Leaders of America Club to Atlanta, Georgia to compete in state and national competitive events. The cost of this trip and overnight stay will be paid for by FBLA, fundraising and a grant.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the Future Business Leaders of America (FBLA) Club overnight field trip to Atlanta, GA on June 26, 2023-July 1, 2023. Jennifer Judge will serve as a chaperone and the trip will be paid for by FBLA, fundraising and a grant.

g. Amendment to 2022-2023 Budget

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approve the budget amendment in the amount of \$93,137 from appropriated fund balance and amend the 2022-2023 budget by an increase of \$23,632 to the contractual code A-5510-400-06-0000 and \$69,505 to equipment code 5510-200-06-0000.

h. Personnel Items:

1. Termination of Employment – Debra Buettner

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the termination of employment of Debra Buettner as a Teacher Aide and Grant Program Teacher Aide, effective with the close of business on May 12, 2023.

2. Letter of Resignation – Ashley Sherman

**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 Ashley Sherman as School Psychologist effective May 12, 2023.

3. Letter of Resignation –Carlotta Ford

**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 Carlotta Ford as Cleaner effective May 19, 2023.

4. Letter of Resignation – Tina Guerra

**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 Tina Guerra as Teacher Aide effective April 9, 2023.

5. Letter of Resignation – Karen Haak

**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 Karen Haak as Elementary Teacher effective June 30, 2023.

6. Letter of Resignation –Shawn Brown

**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 Shawn Brown as Automotive Mechanic effective June 1, 2023.

7. Letter of Resignation – Tammi Murtha

**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 Tammi Murtha as School Media Specialist effective June 16, 2023.

8. Letter of Resignation – Cathy Grasso

**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 Cathy Grasso as Social Worker effective June 30, 2023

9. Leave of Absence – Jennifer Schmiegel

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the unpaid leave of absence for Jennifer Schmiegel from approximately May 3, 2023 through June 30, 2023.

10. Leave of Absence – Erica Ragan

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the unpaid leave of absence for Erica Ragan from approximately May 3, 2023 through June 23, 2023.

11. Permanent Appointment –Karena Anderson

**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 Karena Anderson as Cleaner effective December 13, 2022.

12. Permanent Appointment –Joseph Durell

**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 Joseph Durell as Maintenance Worker effective December 13, 2022.

13. Appoint Sr. Clerk Typist – Harley Seager

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the 52- week probationary appointment of Harley Seager as a Senior Clerk Typist, conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Probationary Period: June 12, 2023-June 11, 2024

Salary: \$19.00/hour

14. Appoint Bus Driver-Linda Maeske

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the 52-week probationary appointment of Linda Maeske as a Bus Driver conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Probationary Period: June 12, 2023-June 11, 2024

Salary: \$23.00/hr.

15. Appoint School Monitor – Linda Maeske

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the 52-week probationary appointment of Linda Maeske as a School Monitor conditional upon a criminal history record check according to commissioners Regulation §80 1.11 and Part 87 as follows:

Probationary Period: June 12, 2023-June 11, 2024

Salary: \$15.00/hr.

16. Appoint Teaching Assistant –Tina Guerra

**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 Tina Guerra 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: April 10, 2023-April 9, 2027

Salary: Step A, \$21,711

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.

17. Appoint Elementary Teacher – Sydney Coe

**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 Sydney Coe as an Elementary Teacher conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Certification: Childhood Education, Grades 1-6, Initial

Tenure Area: Elementary

Probationary Period: August 29, 2023-August 28, 2027

Salary: Step C, \$50,790.00

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

18. Appoint Elementary Assistant Principal – Karen Haak

**RESOLUTION**

Be it resolved, that on the recommendation of the Superintendent of Schools, the Board of Education hereby appoints Karen Haak who holds a School Building Leader certification to a four year probationary appointment in the tenure area of Assistant Principal, with the probationary appointment commencing on July 1, 2023 expiring on June 30, 2027 (unless extended in accordance with the law). This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the Assistant Principal must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the Assistant Principal receives an ineffective composite or overall rating in the final year of the probationary period the Assistant Principal shall not be eligible for tenure at that time.

Certification: School Building Leader –Initial

Tenure Area: Assistant Principal

Probationary Period: July 1, 2023-June 30, 2027

Salary: \$72,500

19. Appoint High School Principal: Nicole Sinclair

**RESOLUTION**

Be it resolved, that on the recommendation of the Superintendent of Schools, the Board of Education hereby appoints Nicole Sinclair, who holds a School Building Leader certification to a four year

probationary appointment in the tenure area of Principal, with the probationary appointment commencing on July 1, 2023 and expiring on June 30, 2027 (unless extended in accordance with the law). This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the Principal must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the Principal receives an ineffective composite or overall rating in the final year of the probationary period the Principal shall not be eligible for tenure at that time.

Certification: School Building Leader – Emergency COVID 19  
 Tenure Area: Principal  
 Probationary Period: July 1, 2023-June 30, 2027  
 Salary: \$107,900

20. Academic and Enrichment Summer Program 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 work various summer academic and enrichment programs from July 1, 2023 through August 18, 2023 conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87.

Staff	Position	\$/Hr.
Steve Johnson	Teacher	\$39.78/hr.
Michael Scharvella	Teacher	\$39.78/hr.
Amy Musengo	Teacher	\$39.78/hr.
Michael VanDoren	Teacher	\$39.78/hr.
Maureen Mahoney	Teacher	\$39.78/hr.
William McDermott	Teacher	\$39.78/hr.
Brandon Kipcinski	Teacher	\$39.78/hr.
Ryan Haskins	Teacher	\$39.78/hr.
Paul Petersen	Teacher	\$39.78/hr.
Amy Johnson	Teacher	\$39.78/hr.
Kaitlyn Bowens	Teacher	\$39.78/hr.
Mike Flaherty	Teacher	\$39.78/hr.
Amy Suss	Teacher	\$39.78/hr.
Paul Maring	Grant Program Teacher	\$39.78/hr.
Cary Merritt	Coordinator/Clerk	\$39.78/hr.
Keri McQuown	Cook	\$15.45/hr.
Jody Parrish	Food Service Helper	\$15.71/hr.
Arline Perce	Food Service Helper	\$18.86/hr.

21. Academic and Enrichment Summer Program 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 work various summer academic and enrichment programs from June 1, 2023 through August 19, 2023 conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87.

Staff	Position	\$/Hr.
Vickie Randall	Grant Program Nurse	\$39.78/hr.

Elizabeth Decker	Grant Program Nurse	\$39.78/hr.
Stephanie Humbert	Grant Program Nurse	\$39.78/hr.
Colleen Barron	Grant Program Nurse	\$39.78/hr.
Alex Richwalder	Grant Program Teacher	\$39.78/hr.
David Hahn	Grant Program Teacher	\$39.78/hr.
Brian LaValley	Grant Program Teacher	\$39.78/hr.
Laurel LaTray	Grant Program Teacher	\$39.78/hr.
Alison Maloney	Grant Program Teacher	\$39.78/hr.
Sarah Covotta	Grant Program Teacher	\$39.78/hr.
Brad LeFevre	Grant Program Teacher	\$39.78/hr.
Lucia Copeland	Grant Program Teacher	\$39.78/hr.
Patty Weber	Grant Program Teacher	\$39.78/hr.
Daniel Kim	Grant Program Teacher	\$39.78/hr.
Lindsey Roberts	Grant Program Teacher	\$39.78/hr.
Brenda Mitchell	Grant Program Teacher	\$39.78/hr.
Jordan Camp	Grant Program Teacher	\$39.78/hr.
Julie Norris	Grant Program Teacher	\$39.78/hr.
Joanna Samar	Grant Program Teacher	\$39.78/hr.
Melissa Mason	Grant Program Teacher	\$39.78/hr.
Matt Akerley	Grant Program Teacher	\$39.78/hr.
Ashleigh Gerstner	Grant Program Teacher	\$39.78/hr.
Kurt Laird	Grant Program Teacher	\$39.78/hr.
Kimberly Youngman	Grant Program Teacher Aide	\$17.00/hr.
Lisa Putman	Grant Program Teacher Aide	\$16.97/hr.
Cindy O'Dell	Grant Program Teacher Aide	\$17.60/hr.
Crystal Shaft	Grant Program Teacher Aide	\$15.45/hr.
Christy Grimsley	Grant Program Teacher Aide	\$17.17/hr.
Stephanie Kerr	Grant Program Teacher Aide	\$16.65/hr.
Keisha Laird	Grant Program Teacher Aide	\$16.82/hr.
Danielle Webster	Grant Program Teacher Aide	\$16.05/hr.
Jen McKown	Grant Program Teacher Aide	\$18.47/hr.
Chelsea Deon	Grant Program Teacher Aide	\$16.05/hr.

22. Appoint Extended School Year (ESY) Summer School Staff

**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 positions for Special Education Summer School, from July 1, 2023 through August 18, 2023.

Name	Position	Salary
Ashley McDonald	ESY Speech Pathologist	\$39.78/hr.
Jaime Akerley	ESY Speech Pathologist	\$39.78/hr. effective August 8/7/23 -8/11/23
Carol Hull	ESY Teacher Aide	\$20.96/hr.
Chere Poole	ESY Teacher Aide	\$18.81/hr.
Melissa Stevens	ESY Teacher Aide	\$20.94/hr.
Kristin Winslow	ESY Teacher	\$39.78/hr.
Cathy LaValley	ESY Teacher	\$39.78/hr.

23. Appoint K-12 Home/School Liaison

**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 Irene Interlichia as Home/School Liaison at \$45.00/hr. for the 2023-24 school year to be funded from the McKinney-Vento Homeless Education Assistance Grant.

24. Approve 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 Terms and Conditions of Employment for employees deemed Confidential for the 2023-2024 school year. The contracts are on file with the District Clerk.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the Terms and Conditions of Employment for the Senior Maintenance Mechanic for the 2023-2024 school year. The contract is on file with the District Clerk.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the Terms and Conditions of Employment for Director of Human Resources for the period of July 1, 2023-June 30, 2024. The contract is on file with the District Clerk.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the Terms and Conditions of Employment for the Assistant Superintendent for Instruction and School Improvement for the period of July 1, 2023-June 30, 2024. The contract is on file with the District Clerk.

**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 Director of Business Operations and Finance for the period of July 1, 2023-June 30, 2024. The contract is on file with the District Clerk.

25. Appoint Volunteers

**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 as a volunteer in the district for the 2022-2023 school year.

Sarah Lynn  
Aron Gardner

Patricia Luciano  
Shirley Luciano

Anna Furletti  
Nicole Smith

Brooke Angelo  
Joseph Compton

**6. Award Bids**

A motion for approval of the following items as listed under Award Bids is made by John Boogaard and seconded by Tina Reed with the motion approved 7 -0.

a. Award Bid for Interior Painting

It is the recommendation to award the NRWCS High School Gymnasium Painting Bid to Armstrong Painting, LLC. May 8, 2023, Bid Opening in the following amounts:

\$24,500.00 Base Bid



**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>
Armstrong Painting, LLC. 36 Fisherman’s Creek Baldwinsville, NY 13027	High School Gymnasium Painting	Base Bid \$24,500.00
		<b>TOTAL \$24,500.00</b>

b. Bid Award for NRWCS D 2022-23 Capital Outlay Project

It is the recommendation of our Architects, SEI Design Group, to award the General Construction Bid for 2022-23 Capital Outlay Project following competitive sealed bids received on May 10, 2023, as follows:

**General Construction Contract**

Massa Construction, Inc.	
Base Bid Contract Sum	\$105,000.00
<u>Alternate #1 (Hollow Metal Interior Windows)</u>	<u>\$ -26,000.00</u>
<b>Total</b>	<b>\$ 79,000.00</b>

**RESOLUTION**

Be it Resolved, the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, authorizes awarding Capital Outlay general Construction Bid as follows:

<u>Contractor</u>	<u>Items</u>	<u>Amount</u>
Massa Construction, Inc 630 Pre-Emption Road Geneva, NY 14456	2022-23 Capital Outlay Project	\$79,000.00

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

- There was no discussion

**Good News:**

- Various Newspaper articles

**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 Linda Eygnor and seconded by John Boogaard with motion approved 7-0.

Time entered: 6:02 p.m.

**Return to regular session at 9:59p.m.**

Adjournment:

A motion was requested to adjourn the regular meeting.

Motion for approval was made by Linda Eygnor and seconded by Tina Reed with motion approved 7-0.

Time adjourned: 10:00p.m.

---

Tina St. John, Clerk of the Board of Education

UNOFFICIAL

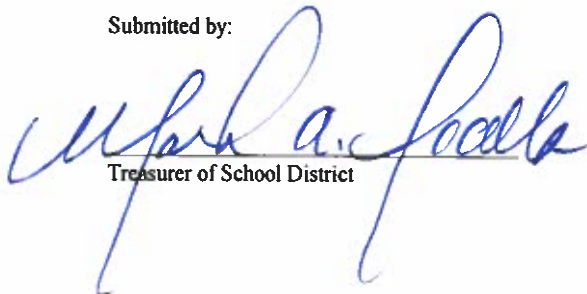
# NORTH ROSE-WOLCOTT CENTRAL SCHOOL DISTRICT

## TREASURER'S REPORT

FOR THE MONTH ENDING APRIL 30, 2023

- 1 CASH SUMMARY REPORT (ALL FUNDS)
- 2 CASH ANALYSIS REPORT (ALL FUNDS)
- 3 REVENUE STATUS REPORTS
  - a) General Fund
  - b) School Lunch Fund
  - c) Miscellaneous Special Revenue Fund
  - d) Special Aid Fund
  - e) Capital Fund
  - f) Trust Custodial Fund
  - g) Debt Service Fund
- 4 BUDGET STATUS REPORTS
  - a) General Fund
  - b) School Lunch Fund
  - d) Special Aid Fund
  - e) Capital Fund
  - f) Trust Custodial Fund
  - g) Debt Service Fund

Submitted by:



Treasurer of School District

**NORTH ROSE-WOLCOTT CENTRAL SCHOOL DISTRICT  
CASH SUMMARY  
FOR THE PERIOD ENDING APRIL 30, 2023**

<u>CASH</u>	<u>GENERAL FUND</u>	<u>SCHOOL LUNCH FUND</u>	<u>MISC SPECIAL REVENUE FUND</u>	<u>SPECIAL AID FUND</u>	<u>CAPITAL FUND</u>	<u>TRUST CUSTODIAL FUND</u>	<u>DEBT SERVICE FUND</u>	<u>DISTRICT TOTALS</u>
Checking / Savings	\$ 4,950,171.41	\$ 489,506.79	\$ 23,059.10	\$ 571,097.29	\$ 619,019.36	\$ 194,385.23	\$ 1,620,704.06	\$ 8,467,943.24
Money Market	404,751.08	-	-	-	-	-	-	404,751.08
LIQUID Investments \ NYCLASS	12,987,306.95	-	61,824.43	-	1,108,942.92	-	-	14,158,074.30
<b>Fund Totals</b>	<b>\$ 18,342,229.44</b>	<b>\$ 489,506.79</b>	<b>\$ 84,883.53</b>	<b>\$ 571,097.29</b>	<b>\$ 1,727,962.28</b>	<b>\$ 194,385.23</b>	<b>\$ 1,620,704.06</b>	<b>\$ 23,030,768.62</b>
<b><u>RESERVE FUNDS</u></b>								
Workers' Compensation Reserve	\$ 154,887.96	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 154,887.96
Unemployment Insurance Reserve	32,157.99	-	-	-	-	-	-	32,157.99
ERS Retirement Contribution Reserve	1,285,798.03	-	-	-	-	-	-	1,285,798.03
Retirement Contribution Reserve - TRS Subfund	418,225.18	-	-	-	-	-	-	418,225.18
Liability Reserve	995,297.33	-	-	-	-	-	-	995,297.33
Tax Certiorari Reserve	42,863.54	-	-	-	-	-	-	42,863.54
Employee Benefit Reserve	203,332.39	-	-	-	-	-	-	203,332.39
Capital Bus Reserve - 2019	1,284,350.19	-	-	-	-	-	-	1,284,350.19
Capital Building Reserve - 2022	2,311,034.13	-	-	-	-	-	-	2,311,034.13
Debt Service Reserve	-	-	-	-	-	-	1,620,704.66	1,620,704.66
<b>Reserve Fund Totals</b>	<b>\$ 6,727,946.74</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,620,704.66</b>	<b>\$ 8,348,661.40</b>

**NORTH ROSE-WOLCOTT CENTRAL SCHOOL DISTRICT  
ANALYSIS OF CHANGE IN CASH  
FOR THE PERIOD ENDING APRIL 30, 2023**

	GENERAL FUND	SCHOOL LUNCH	MISC SPECIAL REVENUE FUND	SPECIAL AID FUND	CAPITAL FUND	TRUST CUSTODIAL FUND	DEBT SERVICE FUND	DISTRICT TOTALS
<b>Cash Balances - Beginning of Month</b>	\$ 17,942,857.48	\$ 472,959.31	\$ 84,685.03	\$ 684,754.56	\$ 1,482,414.72	\$ 192,477.18	\$ 1,570,855.14	22,431,003.42
<b>Add: Cash Receipts</b>								
Interest Earnings	52,223.16	-	248.50	-	3,439.37	-	842.33	56,753.36
Taxes / Penalties / PILOTS/STAR Aid	627,270.22	-	-	-	-	-	-	627,270.22
State Aid / SCA / FEMA	1,113,771.75	-	-	-	-	-	-	1,113,771.75
Medicaid Claims	64,657.35	-	-	-	-	-	-	64,657.35
BOCES Aid	597,895.18	-	-	-	-	-	-	597,895.18
Insurance Recoveries	-	-	-	-	-	-	-	-
Meal Sales / Catering / Vending Machines	-	4,828.26	-	-	-	-	-	4,828.26
Online Prepayments	-	825.00	-	-	-	-	-	825.00
Grant Aid	651.92	-	-	342,117.00	-	-	-	342,768.92
School Lunch Aid / Meal Claims	-	87,782.00	-	-	-	-	-	87,782.00
Memorial Awards / Scholarships	-	-	-	-	-	-	-	-
Miscellaneous Receipts	359.00	-	-	-	-	4,307.18	-	4,666.18
<b>Total Cash Receipts</b>	\$ 2,456,828.58	\$ 93,435.26	\$ 248.50	\$ 342,117.00	\$ 3,439.37	\$ 4,307.18	\$ 842.33	\$ 2,901,218.22
<b>Less: Cash Disbursements</b>								
Payroll Transfers & Disbursements	990,921.33	28,627.54	-	198,660.27	-	-	-	1,218,209.14
Check Disbursements	995,263.05	44,072.96	-	30,982.89	10,525.85	2,399.13	-	1,083,243.88
Debt Service Payments	-	-	-	-	-	-	-	-
<b>Total Cash Disbursements</b>	\$ 1,986,184.38	\$ 72,700.50	\$ -	\$ 229,643.16	\$ 10,525.85	\$ 2,399.13	\$ -	\$ 2,301,453.02
<b>Net Transfers In (Out)</b>	(71,272.24)	(4,187.28)	(50.00)	(226,131.11)	252,634.04	-	49,006.59	-
<b>Cash Balances - End of Month</b>	\$ 18,342,229.44	\$ 489,506.79	\$ 84,883.53	\$ 571,097.29	\$ 1,727,962.28	\$ 194,385.23	\$ 1,620,704.06	\$ 23,030,768.62
<b>Bank Reconciliation</b>								
Outstanding Checks	61,009.16	29,060.82	1,150.00	25,761.93	10,525.85	-	-	127,507.76
Items in Transit	-	(130.00)	-	-	-	-	-	(130.00)
<b>Bank Statement Balances</b>	\$ 18,403,238.60	\$ 518,437.61	\$ 86,033.53	\$ 596,859.22	\$ 1,738,488.13	\$ 194,385.23	\$ 1,620,704.06	\$ 23,158,146.38

**North Rose-Wolcott Central School Dist**

Revenue Status Report As Of: 04/30/2023

Fiscal Year: 2023

Fund: A GENERAL FUND

Revenue Account	Subfund	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
1001.000		Real Property Tax Items	10,368,093.00	0.00	10,368,093.00	9,311,092.46	1,057,000.54	
1081.000		Oth. Paymts in Lieu of Ta	11,400.00	0.00	11,400.00	15,691.88		4,291.88
1085.000		STAR Reimbursement	0.00	0.00	0.00	1,048,072.74		1,048,072.74
1090.000		Int. & Penal. on Real Pro	20,000.00	0.00	20,000.00	20,602.98		602.98
1120.001		Sales Tax Revenue	440,000.00	0.00	440,000.00	407,158.57	32,841.43	
1335.000		Oth Student Fee/Charges (	3,000.00	0.00	3,000.00	1,473.00	1,527.00	
1489.010		Other Charges-AM Swim	0.00	0.00	0.00	5.00		5.00
1489.011		Other Charges- Swim	2,500.00	0.00	2,500.00	2,970.50		470.50
1489.070		Other Charges-Driving Range	750.00	0.00	750.00	2,506.00		1,756.00
1489.080		Other Charges-Fitness Center M	2,000.00	0.00	2,000.00	2,140.00		140.00
2308.000		Trans for BOCES	40,000.00	0.00	40,000.00	-0.30	40,000.30	
2350.000		Trans-Youth Serv-Oth Gov-SumSc	0.00	0.00	0.00	-7,450.00	7,450.00	
2401.000		Interest & Earnings	5,000.00	0.00	5,000.00	259,600.78		254,600.78
2650.000		Sale Scrap & Excess Material	0.00	0.00	0.00	192.86		192.86
2680.000		Insurance Recoveries-Othe	0.00	36,108.58	36,108.58	36,108.58		
2683.000		Self Insurance Recoveries	0.00	0.00	0.00	5,165.21		5,165.21
2701.000		BOCES Svs Aprve for Aid-R	200,000.00	0.00	200,000.00	233,112.68		33,112.68
2701.001		Refund PY exp-payables	5,000.00	0.00	5,000.00	745.81	4,254.19	
2703.000		Other-Not Transp-Ref PrYr	0.00	0.00	0.00	113,204.80		113,204.80
2705.000		Gifts and Donations	0.00	1,000.00	1,000.00	4,330.00		3,330.00
2770.000		Other Unclassified Rev.(S	10,000.00	0.00	10,000.00	22,075.19		12,075.19
3101.000		Basic Formula Aid-Gen Aid	17,558,692.00	0.00	17,558,692.00	11,636,729.95	5,921,962.05	
3101.010		Basic Formula Aid-Excess	596,250.00	0.00	596,250.00	1,593,231.50		996,981.50
3102.000		Lottery Aid (Sect 3609a E	1,375,000.00	0.00	1,375,000.00	1,673,939.86		298,939.86
3102.010		Lottery Grant	0.00	0.00	0.00	868,519.06		868,519.06
3102.COG		Commercial Gaming Grant	0.00	0.00	0.00	98,858.11		98,858.11
3103.000		BOCES Aid (Sect 3609a Ed	1,808,941.00	0.00	1,808,941.00	364,927.50	1,444,013.50	
3260.000		Textbook Aid (Incl Txtbk/	63,411.00	0.00	63,411.00	64,134.00		723.00
3262.000		Computer Software Aid	34,724.00	0.00	34,724.00	33,550.00	1,174.00	
3263.000		Library A/V Loan Program	6,906.00	0.00	6,906.00	6,706.00	200.00	
4601.000		Medic.Ass't-Sch Age-Sch Y	100,000.00	0.00	100,000.00	113,547.01		13,547.01
4960.000		Emerg Disaster Assist-FEMA	0.00	0.00	0.00	45,357.58		45,357.58
5031.080		Interfund Transfers (Not D. Se	0.00	0.00	0.00	3,321.00		3,321.00
5050.000		Interfund Trans. for Debt	100,000.00	0.00	100,000.00	100,000.00		

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.

These are estimates to balance the budget

# North Rose-Wolcott Central School Dist

Revenue Status Report As Of: 04/30/2023

Fiscal Year: 2023

Fund: A GENERAL FUND

Revenue Account	Subfund	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
<b>Total GENERAL FUND</b>			32,751,667.00	37,108.58	32,788,775.58	28,081,620.31	8,510,423.01	3,803,267.74

**Selection Criteria**

Criteria Name: Last Run  
As Of Date: 04/30/2023  
Suppress revenue accounts with no activity  
Sort by: Fund/Revenue Account  
Printed by Norma Lewis

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.  
These are estimates to balance the budget

**North Rose-Wolcott Central School Dist**

Revenue Status Report As Of: 04/30/2023

Fiscal Year: 2023

Fund: C SCHOOL LUNCH FUND

Revenue Account	Subfund	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
1440.000		Sale of A Lunch	2,000.00	0.00	2,000.00	361.44	1,638.56	
1445.000		Other Cafeteria Sales	27,000.00	0.00	27,000.00	24,513.34	2,486.66	
2705.000		Gifts and Donations	0.00	0.00	0.00	26.10		26.10
2770.000		Misc Rev Local Sources (S	2,000.00	0.00	2,000.00	153.11	1,846.89	
2770.010		Vending Machine Sales	21,000.00	0.00	21,000.00	24,587.26		3,587.26
3190.010		State Reimburse-Brk	10,000.00	0.00	10,000.00	7,381.00	2,619.00	
3190.020		State Reimburse-Lnch	8,000.00	0.00	8,000.00	6,247.00	1,753.00	
3190.060		Sum Food Svs Prog for Chi	1,000.00	0.00	1,000.00	930.00	70.00	
4190.000		Emer Oper Cost Reimb Prog	0.00	0.00	0.00	1,884.00		1,884.00
4190.001		Supply Chain Assistance Funds	0.00	0.00	0.00	66,749.00		66,749.00
4190.010		Fed Reimbursement-Brk	260,000.00	0.00	260,000.00	203,269.00	56,731.00	
4190.020		Fed Reimbursement-Lnch	562,000.00	0.00	562,000.00	381,971.00	180,029.00	
4190.030		Fed Reimb-Surplus Food	45,000.00	0.00	45,000.00	0.00	45,000.00	
4190.040		Fed Reimbursement (Snack)	10,000.00	0.00	10,000.00	4,919.00	5,081.00	
4192.000		Sum Food Svs Prog for Chi	23,000.00	0.00	23,000.00	28,196.00		5,196.00
5031.000		Transfer from General Fun	30,000.00	0.00	30,000.00	0.00	30,000.00	
<b>Total SCHOOL LUNCH FUND</b>			<b>1,001,000.00</b>	<b>0.00</b>	<b>1,001,000.00</b>	<b>751,187.25</b>	<b>327,255.11</b>	<b>77,442.36</b>

**Selection Criteria**

Criteria Name: Last Run  
As Of Date: 04/30/2023  
Suppress revenue accounts with no activity  
Sort by: Fund/Revenue Account  
Printed by Norma Lewis

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.

These are estimates to balance the budget



**North Rose-Wolcott Central School Dist**

Revenue Status Report As Of: 04/30/2023

Fiscal Year: 2023

Fund: CM MISC SPECIAL REVENUE FUND

Revenue Account	Subfund	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
SCH-2401.000	SCH	Interest and Earnings	0.00	0.00	0.00	1,751.12		1,751.12
SCH-2705.000	SCH	Gifts and Donations	0.00	0.00	0.00	8,635.00		8,635.00
<b>Total MISC SPECIAL REVENUE FUND</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,386.12</b>	<b>0.00</b>	<b>10,386.12</b>

**Selection Criteria**

Criteria Name: Last Run  
 As Of Date: 04/30/2023  
 Suppress revenue accounts with no activity  
 Sort by: Fund/Revenue Account  
 Printed by Norma Lewis

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.  
 These are estimates to balance the budget

North Rose-Wolcott Central School Dist

Revenue Status Report As Of: 04/30/2023

Fiscal Year: 2023

Fund: F SPECIAL AID FUND

Revenue Account	Subfund	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
A22-4289.018	A22	21ST CENTURY-OTHER FEDERA	0.00	0.00	0.00	81,114.12		81,114.12
ACY-4289.000	ACY	Oth Fed-	12,900.00	0.00	12,900.00	2,580.00	10,320.00	
ARC-4289.000	ARC	Oth Fed-	259,878.00	0.00	259,878.00	51,965.00	207,913.00	
ARH-4289.000	ARH	Oth Fed-	8,134.14	0.00	8,134.14	1,310.14	6,824.00	
ARI-4289.000	ARI	Oth Fed-	66,924.00	0.00	66,924.00	13,384.00	53,540.00	
ARJ-4289.000	ARJ	Oth Fed-	7,413.00	0.00	7,413.00	1,482.00	5,931.00	
ARL-4289.000	ARL	Oth Fed-	1,053,819.39	0.00	1,053,819.39	168,236.39	885,583.00	
ARP-4289.000	ARP	Oth Fed-	1,909,350.46	0.00	1,909,350.46	325,501.59	1,583,848.87	
ARS-4289.000	ARS	Oth Fed-	259,603.00	0.00	259,603.00	160,880.00	98,723.00	
BJ1-4289.000	BJ1	Oth Fed-	327,159.00	0.00	327,159.00	110,000.00	217,159.00	
BJA-4289.000	BJA	Oth Fed-	183,826.24	0.00	183,826.24	103,405.24	80,421.00	
C23-3289.018	C23	UPK for 4YO	609,469.00	0.00	609,469.00	304,734.00	304,735.00	
CNG-4289.000	CNG	Oth Fed-	20,000.00	0.00	20,000.00	0.00	20,000.00	
E22-4289.018	E22	MKV BASELINE	0.00	0.00	0.00	784.53		784.53
E23-4289.018	E23	MKV BASELINE	125,000.00	0.00	125,000.00	25,000.00	100,000.00	
ESD-4289.000	ESD	Other Federal Aid	73,320.00	0.00	73,320.00	14,702.00	58,618.00	
ESL-2705.000	ESL	Gifts and Donations	25,000.00	0.00	25,000.00	25,000.00		
ESR-4289.000	ESR	Other Federal Aid	0.00	0.00	0.00	280.00		280.00
ESS-4289.000	ESS	Other Federal Aid	0.00	0.00	0.00	37,683.99		37,683.99
F22-4289.018	F22	MKV ENHANCED	0.00	0.00	0.00	36.00		36.00
G22-4289.018	G22	NRE 21ST CCLC ELEM	0.00	0.00	0.00	187,920.77		187,920.77
H23-3289.015	H23	Sec 4408-Sch Age J/Ag-Su	0.00	0.00	0.00	118,966.44		118,966.44
HWB-3289.002	HWB	Other State Aid	20,991.75	0.00	20,991.75	20,991.75		
I22-4256.018	I22	Indiv. w/Disab	0.00	0.00	0.00	14,956.90		14,956.90
I23-4256.018	I23	Indiv. w/Disab	365,261.00	208,645.00	573,906.00	317,026.00	256,880.00	
J23-4256.018	J23	Indiv. w/Disab	19,350.00	11,896.00	31,246.00	9,233.00	22,013.00	
LTG-3289.014	LTG	Learning Technology	61,992.00	0.00	61,992.00	31,862.00	30,130.00	
M23-4129.000	M23	ESEA-Title IV Safe & Drug	27,603.00	9,712.00	37,315.00	27,590.00	9,725.00	
MH1-4289.000	MH1	Oth Federal Aid	125,000.00	0.00	125,000.00	86,000.00	39,000.00	
MHG-4289.000	MHG	Oth Federal Aid	78,145.32	0.00	78,145.32	109,063.45		30,918.13
N22-4126.000	N22	ESEA-Title I, Title II	5,735.15	0.00	5,735.15	1,211.27	4,523.88	
N23-4126.000	N23	ESEA-Title I, Title II	350,296.00	54,834.00	405,130.00	182,518.00	222,612.00	
O23-4289.000	O23	Other Federal Aid	41,503.00	8,756.00	50,259.00	23,747.00	26,512.00	
OH1-4289.000	OH1	Oth Federal Aid	52,800.00	0.00	52,800.00	19,630.00	33,170.00	
OHI-4289.000	OHI	Oth Federal Aid	14,665.90	0.00	14,665.90	14,665.90		

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.

These are estimates to balance the budget

**North Rose-Wolcott Central School Dist**

Revenue Status Report As Of: 04/30/2023

Fiscal Year: 2023

Fund: F SPECIAL AID FUND

Revenue Account	Subfund	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
OMH-3289.002	OMH	Other State Aid	174,996.00	0.00	174,996.00	0.00	174,996.00	
PP1-3289.100	PP1	Miscellaneous State Aid	11,239.00	0.00	11,239.00	0.00	11,239.00	
SR1-4289.022	SR1	Other Federal Aid	62,000.00	0.00	62,000.00	28,497.00	33,503.00	
SRA-4289.022	SRA	Other Federal Aid	7,126.03	0.00	7,126.03	4,664.65	2,461.38	
SV1-3289.100	SV1	Miscellaneous State Aid	349,959.00	0.00	349,959.00	146,629.00	203,330.00	
SVP-3289.100	SVP	Miscellaneous State Aid	0.00	0.00	0.00	4,194.96		4,194.96
TEC-3289.014	TEC	Learning Technology	0.00	0.00	0.00	11,010.00		11,010.00
V23-3289.000	V23	Sec 4408-Sch Age JI/Ag-SumSci	90,000.00	0.00	90,000.00	0.00	90,000.00	
W22-4289.000	W22	Other Federal Aid	0.00	0.00	0.00	-244.82	244.82	
X22-4289.000	X22	Other Federal Aid	53,912.39	0.00	53,912.39	53,628.24	284.15	
X23-4289.000	X23	Other Federal Aid	65,000.00	0.00	65,000.00	41,011.00	23,989.00	
Y23-4289.000	Y23	Other Federal Aid	0.00	0.00	0.00	1,077.00		1,077.00
Z22-4289.021	Z22	Other Federal Aid	11,977.45	0.00	11,977.45	10,346.21	1,631.24	
Z23-4289.021	Z23	Other Federal Aid	14,625.00	0.00	14,625.00	0.00	14,625.00	
<b>Total SPECIAL AID FUND</b>			<b>6,945,974.22</b>	<b>293,843.00</b>	<b>7,239,817.22</b>	<b>2,894,274.72</b>	<b>4,834,485.34</b>	<b>488,942.84</b>

**Selection Criteria**

Criteria Name: Last Run  
As Of Date: 04/30/2023  
Suppress revenue accounts with no activity  
Sort by: Fund/Revenue Account  
Printed by Norma Lewis

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.

These are estimates to balance the budget

**North Rose-Wolcott Central School Dist**

Revenue Status Report As Of: 04/30/2023

Fiscal Year: 2023

Fund: H CAPITAL FUND

Revenue Account	Subfund	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
BUS-5031.000	BUS	Interfund Transfers	0.00	0.00	0.00	526,700.00		526,700.00
CAP-2680.000	CAP	Insurance Recoveries	0.00	0.00	0.00	126,876.54		126,876.54
CAP-5031.080	CAP	Interfund Transfers	0.00	0.00	0.00	100,000.00		100,000.00
<b>Total CAPITAL FUND</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>753,576.54</b>	<b>0.00</b>	<b>753,576.54</b>

**Selection Criteria**

Criteria Name: Last Run  
 As Of Date: 04/30/2023  
 Suppress revenue accounts with no activity  
 Sort by: Fund/Revenue Account  
 Printed by Norma Lewis

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.

These are estimates to balance the budget

**North Rose-Wolcott Central School Dist**

Revenue Status Report As Of: 04/30/2023

Fiscal Year: 2023

Fund: TC CUSTODIAL FUND

Revenue Account	Subfund	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
SDP-2770.000	SDP	Unclassified Revenues	0.00	0.00	0.00	21,981.27		21,981.27
<b>Total CUSTODIAL FUND</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,981.27</b>	<b>0.00</b>	<b>21,981.27</b>

**Selection Criteria**

Criteria Name: Last Run  
As Of Date: 04/30/2023  
Suppress revenue accounts with no activity  
Sort by: Fund/Revenue Account  
Printed by Norma Lewis

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.

These are estimates to balance the budget

**North Rose-Wolcott Central School Dist**

Revenue Status Report As Of: 04/30/2023

Fiscal Year: 2023

Fund: V DEBT SERVICE

Revenue Account	Subfund	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
2401.000		Interest and Earnings	0.00	0.00	0.00	56,009.14		56,009.14
5032.000		Interfund Transfers, Other	0.00	0.00	0.00	1,532.00		1,532.00
<b>Total DEBT SERVICE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>57,541.14</b>	<b>0.00</b>	<b>57,541.14</b>

**Selection Criteria**

Criteria Name: Last Run  
 As Of Date: 04/30/2023  
 Suppress revenue accounts with no activity  
 Sort by: Fund/Revenue Account  
 Printed by Norma Lewis

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.

These are estimates to balance the budget

# North Rose-Wolcott Central School Dist

Budget Status Report As Of: 04/30/2023

Fiscal Year: 2023

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
<b>1 GENERAL SUPPORT</b>							
1010	Board Of Education	41,980.00	-6,500.00	35,480.00	17,165.18	4,087.60	14,227.22
1040	District Clerk	7,803.00	0.00	7,803.00	5,687.89	1,101.60	1,013.51
1060	District Meeting	5,241.00	500.00	5,741.00	688.28	2,005.00	3,047.72
1240	Chief School Administrator	283,265.00	-694.00	282,571.00	222,227.46	39,193.99	21,149.55
1310	Business Administration	500,400.00	12,770.25	513,170.25	401,841.45	85,077.04	26,251.76
1320	Auditing	26,481.00	-45.00	26,436.00	15,446.54	2,075.00	8,914.46
1325	Treasurer	570.00	45.00	615.00	675.00	0.00	-60.00
1330	Tax Collector	15,851.00	2,166.00	18,017.00	16,774.66	806.40	435.94
1345	Purchasing	54,776.00	6,374.00	61,150.00	50,377.80	9,101.20	1,671.00
1420	Legal	109,710.00	12,700.00	122,410.00	113,537.68	15,560.36	-6,688.04
1430	Personnel	106,464.00	0.00	106,464.00	65,204.46	14,757.09	26,502.45
1480	Public Information and Services	118,607.00	-1,500.00	117,107.00	89,032.72	23,532.20	4,542.08
1620	Operation of Plant	1,762,172.00	198,351.20	1,960,523.20	1,491,217.24	321,999.34	147,306.62
1621	Maintenance of Plant	280,512.00	36,818.59	317,330.59	179,528.69	59,138.73	78,663.17
1670	Central Printing & Mailing	26,475.00	-4,500.00	21,975.00	17,828.84	171.16	3,975.00
1680	Central Data Processing	349,879.00	-24,897.00	324,982.00	251,803.59	31,773.31	41,405.10
1910	Unallocated Insurance	148,625.00	0.00	148,625.00	127,355.16	0.00	21,269.84
1920	School Association Dues	11,274.00	0.00	11,274.00	8,954.00	300.00	2,020.00
1950	Assessments on School Property	22,550.00	-1,675.00	20,875.00	20,872.83	0.00	2.17
1964	Refund on Real Property Taxes	1,025.00	1,675.00	2,700.00	452.90	0.00	2,247.10
1981	BOCES Administrative Costs	227,504.00	-12,500.00	215,004.00	153,014.46	38,253.60	23,735.94
<b>Subtotal of 1 GENERAL SUPPORT</b>		<b>4,101,164.00</b>	<b>219,089.04</b>	<b>4,320,253.04</b>	<b>3,249,686.83</b>	<b>648,933.62</b>	<b>421,632.59</b>
<b>2 INSTRUCTION</b>							
2010	Curriculum Devel and Suprvsn	322,768.00	-16,748.00	306,020.00	208,087.93	62,727.90	35,204.17
2020	Supervision-Regular School	803,370.00	9,991.98	813,361.98	545,913.90	116,170.93	151,277.15
2070	Inservice Training-Instruction	128,757.00	18,500.00	147,257.00	54,837.91	35,147.95	57,271.14
2110	Teaching-Regular School	6,592,468.00	-20,086.91	6,572,381.09	4,087,661.51	1,411,789.12	1,072,930.46
2250	Prg For Sdnts w/Disabil-Med Elgble	5,158,791.00	91,677.18	5,250,468.18	2,889,664.27	1,409,238.69	951,565.22
2280	Occupational Education(Grades 9-12)	633,436.00	16,581.00	650,017.00	520,013.60	130,003.40	0.00
2330	Teaching-Special Schools	191,901.00	-6,905.00	184,996.00	20,417.52	68.00	164,510.48
2610	School Library & AV	266,208.00	1,940.87	268,148.87	133,237.15	33,362.24	101,549.48
2630	Computer Assisted Instruction	1,268,795.00	81,292.49	1,350,087.49	743,283.56	165,053.27	441,750.66
2810	Guidance-Regular School	345,234.00	23,838.79	369,072.79	270,486.45	85,851.89	12,734.45
2815	Health Srvc-Regular School	152,854.00	1,453.13	154,307.13	92,372.49	52,481.09	9,453.55
2820	Psychological Srvc-Reg Schl	227,526.00	-13,355.00	214,171.00	150,047.12	56,108.88	8,015.00
2825	Social Work Srvc-Regular School	63,875.00	0.00	63,875.00	37,468.00	17,984.00	8,423.00
2850	Co-Curricular Activ-Reg Schl	113,430.00	0.00	113,430.00	2,280.00	82,513.00	28,637.00
2855	Interscholastic Athletics-Reg Schl	493,281.00	57,918.54	551,199.54	357,313.03	134,766.67	59,119.84
<b>Subtotal of 2 INSTRUCTION</b>		<b>16,762,694.00</b>	<b>246,099.07</b>	<b>17,008,793.07</b>	<b>10,113,084.44</b>	<b>3,793,267.03</b>	<b>3,102,441.60</b>

**North Rose-Wolcott Central School Dist**

Budget Status Report As Of: 04/30/2023

Fiscal Year: 2023

**Fund: A GENERAL FUND**

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
<b>5 PUPIL TRANSPORTATION</b>							
5510	District Transport Svcs-Med Elgble	1,488,966.00	173,758.66	1,662,724.66	1,162,568.44	321,288.81	178,867.41
5530	Garage Building	63,885.00	53,066.85	116,951.85	68,571.07	1,562.92	46,817.86
5581	Transportation from Boces	10,295.00	0.00	10,295.00	8,597.19	355.57	1,342.24
<b>Subtotal of 5 PUPIL TRANSPORTATION</b>		<b>1,563,146.00</b>	<b>226,825.51</b>	<b>1,789,971.51</b>	<b>1,239,736.70</b>	<b>323,207.30</b>	<b>227,027.51</b>
<b>7 COMMUNITY SERVICES</b>							
7310	Youth Program	142,036.00	-24,000.00	118,036.00	0.00	7,500.00	110,536.00
8060	Civic Activities	82,978.00	5,027.59	88,005.59	31,627.19	240.00	56,138.40
<b>Subtotal of 7 COMMUNITY SERVICES</b>		<b>225,014.00</b>	<b>-18,972.41</b>	<b>206,041.59</b>	<b>31,627.19</b>	<b>7,740.00</b>	<b>166,674.40</b>
<b>9 UNDISTRIBUTED</b>							
9010	State Retirement	450,543.00	0.00	450,543.00	267,066.80	67,983.73	115,492.47
9020	Teachers' Retirement	1,096,348.00	0.00	1,096,348.00	603,150.47	222,226.78	270,970.75
9030	Social Security	991,325.00	-35,000.00	956,325.00	619,704.62	212,024.55	124,595.83
9040	Workers' Compensation	156,200.00	3,000.00	159,200.00	144,684.75	0.00	14,515.25
9045	Life Insurance	3,762.00	300.00	4,062.00	1,600.00	1,800.00	662.00
9050	Unemployment Insurance	54,500.00	0.00	54,500.00	0.00	0.00	54,500.00
9060	Hospital, Medical, Dental Insurance	4,664,736.00	-62,169.00	4,602,567.00	3,275,800.02	0.00	1,326,766.98
9089	Other (specify)	64,035.00	0.00	64,035.00	21,300.00	0.00	42,735.00
9711	Serial Bonds-School Construction	3,071,200.00	0.00	3,071,200.00	240,600.00	0.00	2,830,600.00
9901	Transfer to Other Funds	92,000.00	16,500.00	108,500.00	0.00	0.00	108,500.00
9950	Transfer to Capital Fund	200,000.00	442,250.00	642,250.00	626,700.00	0.00	15,550.00
<b>Subtotal of 9 UNDISTRIBUTED</b>		<b>10,844,649.00</b>	<b>364,881.00</b>	<b>11,209,530.00</b>	<b>5,800,606.66</b>	<b>504,035.06</b>	<b>4,904,888.28</b>
<b>Total GENERAL FUND</b>		<b>33,496,667.00</b>	<b>1,037,922.21</b>	<b>34,534,589.21</b>	<b>20,434,741.82</b>	<b>5,277,183.01</b>	<b>8,822,664.38</b>



**North Rose-Wolcott Central School Dist**

Budget Status Report As Of: 04/30/2023

Fiscal Year: 2023

**Fund: C SCHOOL LUNCH FUND**

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
160 Noninstructional Sal		312,000.00	0.00	312,000.00	231,253.23	67,774.08	12,972.69
200 Equipment		3,000.00	29,445.30	32,445.30	423.78	49,445.30	-17,423.78
400 Contractual SFSP		12,000.00	600.00	12,600.00	2,590.66	8,368.06	1,641.28
414 Food		465,000.00	0.00	465,000.00	331,577.22	85,083.54	48,339.24
419 Net Cost of Food Used		45,000.00	0.00	45,000.00	0.00	0.00	45,000.00
450 Materials & Supplies SFSP		43,000.00	0.00	43,000.00	19,218.59	8,551.61	15,229.80
800 Employee Benefits		117,000.00	0.00	117,000.00	64,127.13	5,184.71	47,688.16
802 ERS		2,000.00	0.00	2,000.00	18,646.34	6,393.27	-23,039.61
806 Employee Benefits HRA		2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
<b>Total SCHOOL LUNCH FUND</b>		<b>1,001,000.00</b>	<b>30,045.30</b>	<b>1,031,045.30</b>	<b>667,836.95</b>	<b>230,800.57</b>	<b>132,407.78</b>

**North Rose-Wolcott Central School Dist**

Budget Status Report As Of: 04/30/2023

Fiscal Year: 2023

Fund: F SPECIAL AID FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
A22 21st Century Grant		500.00	81,114.12	81,614.12	79,995.17	64.80	1,554.15
ACY ARPA HCY II		12,900.00	0.00	12,900.00	0.00	0.00	12,900.00
ARC ARP SLR Comprehens		259,878.00	0.00	259,878.00	43,177.80	300.00	216,400.20
ARH ARPA Homeless Child & Yth		8,134.14	0.00	8,134.14	1,414.37	0.00	6,719.77
ARI ARP IDEA Sect 611		66,924.00	0.00	66,924.00	4,103.00	0.00	62,821.00
ARJ ARP IDEA Sect 619		7,413.00	0.00	7,413.00	3,192.00	0.00	4,221.00
ARL ARP SLR Learning Loss		1,053,819.39	0.00	1,053,819.39	212,604.66	30,247.59	810,967.14
ARP American Rescue Plan Act		1,909,350.46	53,417.13	1,962,767.59	404,021.98	547,179.08	1,011,566.53
ARS ARP SLR Summer Enr		259,603.00	0.00	259,603.00	160,880.35	0.00	98,722.65
BJ1 STOP School Violence Gran		327,159.00	0.00	327,159.00	183,573.14	58,305.22	85,280.64
BJA STOP School Violence Gran		183,826.24	0.00	183,826.24	101,797.41	29,213.25	52,815.58
C22 4 Year Old UPK Grant		2,885.22	8,531.01	11,416.23	0.00	0.00	11,416.23
C23 4 Year Old UPK Grant		609,469.00	0.00	609,469.00	399,876.76	122,809.79	86,782.45
CNG Child Nutrition Equip Gra		20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
E22 McKinney-Vento Baseline		2,323.64	7,249.34	9,572.98	784.53	0.00	8,788.45
E23 McKinney-Vento Baseline		125,000.00	0.00	125,000.00	37,259.96	62,002.32	25,737.72
ECF Emergency Connectivity Fu		-138,809.00	0.00	-138,809.00	0.00	0.00	-138,809.00
ESD Ext Sch Day - Sodus		73,320.00	0.00	73,320.00	21,076.09	10,568.42	41,675.49
ESL ESL Community Impact Fund		25,000.00	0.00	25,000.00	10,056.98	0.00	14,943.02
ESR CRRSA ESSER 2		281.62	0.00	281.62	280.00	0.00	1.62
ESS Ext Sch Day - Sodus		9,891.74	37,687.99	47,579.73	37,683.99	0.00	9,895.74
F22 McKinney-Vento Enhanced		0.14	2,031.86	2,032.00	36.00	0.00	1,996.00
G22 21st CCLC Elem		13,782.52	181,671.25	195,453.77	187,920.77	0.00	7,533.00
H22 July/Aug Summer School		97,654.65	26,572.65	124,227.30	0.00	0.00	124,227.30
H23 July/Aug Summer School		276,650.00	0.00	276,650.00	237,541.42	15,569.90	23,538.68
HWB Healthcare Worker Bonus		20,991.75	0.00	20,991.75	19,377.00	0.00	1,614.75
I22 Section 611		40,558.99	2,949.23	43,508.22	17,041.90	0.00	26,466.32
I23 Section 611		365,261.00	208,645.00	573,906.00	411,780.42	133,891.05	28,234.53
J22 Section 619		5,291.03	0.00	5,291.03	0.00	0.00	5,291.03
J23 Section 619		19,350.00	11,896.00	31,246.00	10,580.00	7,325.75	13,340.25
LTG Learning Technology - So		61,992.00	0.00	61,992.00	35,998.70	0.00	25,993.30
M23 Title IV 2022-23		27,603.00	9,712.00	37,315.00	27,590.14	0.00	9,724.86
MH1 Mental Hlth Awareness Tra		125,000.00	0.00	125,000.00	23,233.70	46,865.76	54,900.54
MHG Mental Hlth Awareness Tra		78,145.32	30,918.13	109,063.45	79,100.99	318.13	29,644.33
N22 Title I A&D Improv		5,354.79	380.36	5,735.15	1,211.27	0.00	4,523.88
N23 Title I A&D Improv		350,296.00	54,834.00	405,130.00	256,436.37	55,886.83	92,806.80
O22 Title IIA, Teach/Pr		84.17	0.00	84.17	0.00	0.00	84.17
O23 Title IIA, Teach/Pr		41,503.00	8,756.00	50,259.00	32,600.29	6,053.14	11,605.57
OH1 Optimal Health Initiative		52,800.00	0.00	52,800.00	25,441.16	13,625.27	13,733.57
OHI Optimal Health Initiative		14,665.90	0.00	14,665.90	14,665.90	0.00	0.00

**North Rose-Wolcott Central School Dist**

Budget Status Report As Of: 04/30/2023

Fiscal Year: 2023

**Fund: F SPECIAL AID FUND**

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
OMH Office of Mental Health		174,996.00	0.00	174,996.00	24,102.36	11,257.30	139,636.34
PP1 Primary Project		11,239.00	0.00	11,239.00	8,062.70	1,689.60	1,486.70
PPR Primary Project		1,074.55	0.00	1,074.55	0.00	0.00	1,074.55
SR1 Sexual Risk Avoidance Edu		62,000.00	0.00	62,000.00	40,407.22	8,612.00	12,980.78
SRA Sexual Risk Avoidance Edu		7,126.03	0.00	7,126.03	4,664.65	0.00	2,461.38
SV1 School Violence Preventio		349,959.00	0.00	349,959.00	179,498.29	118,093.38	52,367.33
SVP School Violence Preventio		6,762.88	5,179.08	11,941.96	2,834.13	0.00	9,107.83
TEC Learning Technology - So		0.00	11,010.00	11,010.00	9,590.00	0.00	1,420.00
V22 Section 4201		17,636.32	0.00	17,636.32	0.00	0.00	17,636.32
V23 Section 4201		90,000.00	0.00	90,000.00	54,730.32	30,469.68	4,800.00
W22 Title IIIA Newcomers		2,294.18	0.00	2,294.18	-244.82	0.00	2,539.00
X22 Full Serv Comm Sch- Sodus		53,912.29	0.00	53,912.29	53,628.24	1,040.00	-755.95
X23 Full Serv Comm Sch- Sodus		65,000.00	0.00	65,000.00	55,332.90	8,504.17	1,162.93
Y22 Mental Hlth Demo Grant- S		103.78	0.00	103.78	0.00	0.00	103.78
Y23 Mental Hlth Demo Grant- S		2,940.00	0.00	2,940.00	1,179.40	1,769.10	-8.50
Z22 School Safety Grant-Sodus		11,977.45	0.00	11,977.45	10,346.21	0.00	1,631.24
Z23 School Safety Grant-Sodus		14,625.00	0.00	14,625.00	1,607.23	773.38	12,244.39
<b>Total SPECIAL AID FUND</b>		<b>7,287,500.19</b>	<b>742,555.15</b>	<b>8,030,055.34</b>	<b>3,528,073.05</b>	<b>1,322,434.91</b>	<b>3,179,547.38</b>

**North Rose-Wolcott Central School Dist**

Budget Status Report As Of: 04/30/2023

Fiscal Year: 2023

Fund: H CAPITAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
<b>BUS CAPITAL BUS</b>							
0000 Building level		0.00	0.00	0.00	3,321.00	0.00	-3,321.00
2023 2022-23		526,700.00	0.00	526,700.00	0.00	526,699.05	0.95
<b>Subtotal of BUS CAPITAL BUS</b>		<b>526,700.00</b>	<b>0.00</b>	<b>526,700.00</b>	<b>3,321.00</b>	<b>526,699.05</b>	<b>-3,320.05</b>
<b>CAP CAPITAL PHASE</b>							
0000 Building level		0.00	0.00	0.00	6,816.00	0.00	-6,816.00
CO22 2022 CAPITAL OUTLAY PROJECT		0.00	1,339.00	1,339.00	0.00	1,339.00	0.00
CO23 2022-23 Cap Outlay		100,000.00	0.00	100,000.00	5,516.77	1,983.23	92,500.00
ER22 ES EMERGENCY ROOF PROJ 2022		210,000.00	0.00	210,000.00	168,210.86	4,689.14	37,100.00
HSRT HS RTU Project \$300K		300,000.00	0.00	300,000.00	0.00	0.00	300,000.00
PR17 Capital Project Vote 2-28-17 \$30,590,000		0.00	2,171,457.88	2,171,457.88	1,589,083.10	322,560.25	259,814.53
PR21 Capital Project Vote 12-16-21 \$11,100,00		9,895,315.00	903,220.48	10,798,535.48	1,375,006.08	7,879,839.31	1,543,690.09
<b>Subtotal of CAP CAPITAL PHASE</b>		<b>10,505,315.00</b>	<b>3,076,017.36</b>	<b>13,581,332.36</b>	<b>3,144,632.81</b>	<b>8,210,410.93</b>	<b>2,226,288.62</b>
<b>Total CAPITAL FUND</b>		<b>11,032,015.00</b>	<b>3,076,017.36</b>	<b>14,108,032.36</b>	<b>3,147,953.81</b>	<b>8,737,109.98</b>	<b>2,222,968.57</b>

# North Rose-Wolcott Central School Dist

Budget Status Report As Of: 04/30/2023

Fiscal Year: 2023

Fund: TC CUSTODIAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
<b>SDP Self-Insured Dental Plan</b>							
9089	Other Employee Benefits	0.00	0.00	0.00	19,655.26	0.00	-19,655.26
<b>Subtotal of SDP Self-Insured Dental Plan</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19,655.26</b>	<b>0.00</b>	<b>-19,655.26</b>
<b>Total CUSTODIAL FUND</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19,655.26</b>	<b>0.00</b>	<b>-19,655.26</b>

# North Rose-Wolcott Central School Dist

Budget Status Report As Of: 04/30/2023

Fiscal Year: 2023

Fund: V DEBT SERVICE

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
9901900	Interfund Transfers	0.00	0.00	0.00	100,000.00	0.00	-100,000.00
<b>Total DEBT SERVICE</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.00</b>	<b>-100,000.00</b>



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

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

**Updated June, 2023**

## 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
Summary of Reserve Balances Chart	



## 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.

Balance June 30, 2020:     \$0

Balance June 30, 2021:     \$21,324

Balance June 30, 2022:     \$42,864

Anticipated Balance June 30, 2023     \$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. I am recommending no increase to this reserve currently.

## **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.

**Balance June 30, 2018:** \$228,734

**Balance June 30, 2019:** \$203,552

**Balance June 30, 2020:** \$175,937

**Balance June 30, 2021:** \$176,071

**Balance June 30, 2022:** \$150,797

Anticipated Balance June 30, 2023, \$154,800

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

**Discussion:** Our 2023-24 contributions to the consortium will be \$154,220. This is an increase from our 2022-23 contributions of \$152,982. I am recommending no increase to this reserve currently.

## 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.

Balance June 30, 2018:     \$124,755

Balance June 30, 2019:     \$128,369

Balance June 30, 2020:     \$32,535

Balance June 30, 2021:     \$31,255

Balance June 30, 2022:     \$31,309

Anticipated Balance June 30, 2023,   \$32,254

**Ideal Balance:** Approximately 0.25% of payroll appropriations (\$32,370 is 0.25% of 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 has 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. I recommend that we leave our ideal balance at approximately 0.25% of payroll appropriations. I am recommending a \$0 increase to this reserve currently.

## 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.

Balance June 30, 2018: \$629,688

Balance June 30, 2019: \$647,928

Balance June 30, 2020: \$657,757

Balance June 30, 2021: \$3,036,697

Balance June 30, 2022: \$2,250,000

Anticipated Balance June 30, 2023, \$3,555,000

**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 new \$11.1M Capital Project 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). We are prioritizing the funding of this reserve in anticipation of our next capital project.

## CAPITAL BUS RESERVE

### 2019 Bus Reserve

**Authorized:** May 2019  
**Term:** 10 Years  
**Funding Cap:** \$2,000,000

**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.

Balance June 30, 2018: \$1,295,314

Balance June 30, 2019: \$1,229,826

Balance June 30, 2020: \$1,090,392

Balance June 30, 2021: \$1,239,371

Balance June 30, 2022: \$1,766,970

Anticipated Balance June 30, 2023, \$1,810,072

**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.

## 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.

Balance June 30, 2019:     \$870,466

Balance June 30, 2020:     \$952,918

Balance June 30, 2021:     \$967,362

Balance June 30, 2022:     \$969,012

Anticipated Balance June 30, 2023,   \$994,012

**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 fund is near 3% of our budget, therefore no transfer is being recommended as of June 30,2023.

## **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.

**Balance June 30, 2018:** \$83,498

**Balance June 30, 2019:** \$89,498

**Balance June 30, 2020:** \$86,633

**Balance June 30, 2021:** \$2,013

**Balance June 30, 2022:** \$197,962

Anticipated Balance June 30, 2023, \$200,000

**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. I am recommending up to an additional \$50,000 to transfer to this reserve from surplus as of June 30, 2023, to cover the estimated liability beyond one year.



## 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 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.

**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.

Balance June 30, 2018:     \$879,857

Balance June 30, 2019:     \$877,752

Balance June 30, 2020:     \$955,750

Balance June 30, 2021:     \$1,549,529

Balance June 30, 2022:     \$1,251,840

Anticipated Balance June 30, 2023,   \$1,234,804

**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.

## 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

Balance June 30, 2019:     \$197,266

Balance June 30, 2020:     \$200,259

Balance June 30, 2021:     \$406,487

Balance June 30,, 2022:     \$407,180

Anticipated Balance June 30, 2023,     \$468,172

**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 steadily. I am recommending an increase of up to \$100,000 to this reserve currently. We have appropriated \$50,000 from this reserve to support TRS costs in 2022-23. For 2023-24. We have increased the level of appropriation to \$75,000

## 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

Anticipated Balance June 30, 2023, \$1,572,872

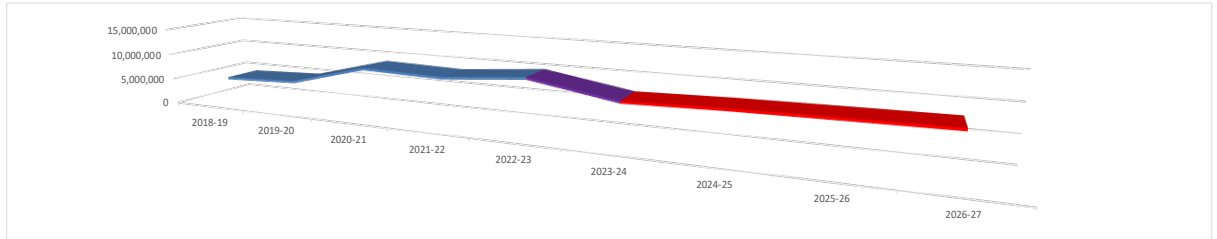
**Ideal Balance:** As determined by unused capital improvement obligations

**Discussion:** This reserve is used to help offset our debt service costs. In 2022-23 we have appropriated \$100,000 in support of the General Fund Budget. In 2023-24, we have appropriated \$125,000 to support the General Fund Budget. This reserve is accounted for in the Debt Service Fund



**Summary of Actual and Projected Balances  
From 2018-19 Through 2026-27**

					PROJECTED BALANCES				
	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>2026-27</u>
Tax Certiorari Reserve	0	0	21,324	42,864	42,864	42,864	42,864	42,864	42,864
Worker Compensation Reserve	203,552	175,937	176,071	150,797	154,797	129,797	104,797	79,797	54,797
Unemployment Ins. Reserve	128,369	32,535	31,255	31,309	32,445	32,795	33,145	33,495	33,845
Capital Building Reserve	647,928	657,757	3,036,697	2,250,000	3,555,000	1,235,000	2,010,000	2,535,000	3,060,000
Capital Bus Reserve	1,229,826	1,090,392	1,239,371	1,766,970	1,810,072	1,635,072	1,460,072	1,285,072	1,110,072
Liability Reserve	870,466	952,918	967,362	969,012	994,012	1,006,012	1,018,012	1,030,012	1,042,012
Employee Benefit Accrued Liability	89,498	86,633	2,013	197,962	200,002	190,002	180,002	170,002	160,002
ERS Retirement Contribution Rese	877,752	955,750	1,549,529	1,251,840	1,234,804	1,184,804	1,134,804	1,084,804	1,034,804
TRS Reserve	197,266	200,259	406,487	407,180	468,180	443,180	418,180	393,180	368,180
Debt Service Reserve	<u>407,414</u>	<u>1,101,706</u>	<u>1,705,333</u>	<u>1,666,603</u>	<u>1,572,872</u>	<u>1,516,603</u>	<u>1,422,872</u>	<u>1,366,603</u>	<u>1,272,872</u>
<b>Totals</b>	<b><u>4,652,071</u></b>	<b><u>5,253,887</u></b>	<b><u>9,135,442</u></b>	<b><u>8,734,537</u></b>	<b><u>10,065,048</u></b>	<b><u>7,416,129</u></b>	<b><u>7,824,748</u></b>	<b><u>8,020,829</u></b>	<b><u>8,179,448</u></b>
Increase (Decrease)		601,816	3,881,555	-400,905	1,330,511	-2,648,919	408,619	196,081	158,619
Percentage Change from Prior year		13%	74%	-8%	15%	-29%	5%	2%	2%



**SUBJECT: SPORTS AND THE ATHLETIC PROGRAM****General Principles and Eligibility**

Athletics are an integral part of a well-balanced educational program. The District's interscholastic athletic program will conform with the Commissioner's regulations, as well as the established rules of the New York State Public High School Athletic Association (NYSPHSAA) and the State Education Department.

Athletic eligibility requires that the student:

- a) Provide written parental or guardian consent. The consent form must contain information regarding mild traumatic brain injuries (concussions) as specified in the Commissioner's regulations.
- b) Obtain medical clearance from the school physician or nurse practitioner or the student's personal physician. The school physician or nurse practitioner retains final approval on any physicals performed by a student's personal physician.
- c) Meet the requirements for interscholastic competition as set forth by the Commissioner's regulations and the NYSPHSAA.
- d) Comply with all District rules, codes, and standards applicable to athletic participation.

**Title IX Compliance**

The Board supports equal athletic opportunities for members of both sexes through interscholastic and intramural activities. To ensure equal athletic opportunities for its students, the District will consider:

- a) Its accommodation of athletic interests and abilities (the nature and extent of sports offered, including levels of competition, team competition, and team performance);
- b) Equipment and supplies;
- c) Scheduling of games and practice time;
- d) Travel costs and opportunities for travel;
- e) Assignment and compensation of coaches;
- f) Locker rooms, practice, and competitive facilities;
- g) Available medical and training facilities and services; and

(Continued)

Students

**SUBJECT: SPORTS AND THE ATHLETIC PROGRAM (Cont'd.)**

- h) The nature and extent of support, publicity, and promotion.

The District may consider other pertinent factors as well. Each of the factors will be assessed by comparing availability, quality, type of benefits, kind of opportunities, and form of treatment. Identical benefits, opportunities, or treatment are not required.

The District's ~~Civil Rights Compliance Officer~~ Title IX Coordinator(s) will coordinate the District's efforts to comply with ~~and carry out~~ its responsibilities under Title IX. This person will be appropriately trained and possess comprehensive knowledge about applicable federal and state laws, regulations, and policies. To the extent possible, the District will not designate an employee whose other job duties may create a conflict of interest, such as the athletic director.

**Booster Clubs**

The District has a responsibility under Title IX to ensure that boys' and girls' programs are provided with equivalent benefits, treatment, services, and opportunities regardless of their source. When determining equivalency, therefore, benefits, services, and opportunities attained through private funds—including donations, fundraising, and booster clubs—must be considered in combination with all benefits, services, and opportunities.

**Athletic Placement Process for Interscholastic Athletic Programs (APP)**

The APP is a method for evaluating students who want to participate in sports at higher or lower levels, consistent with their physical and emotional maturity, size, fitness level, and skills. The Board approves the use of the APP for all secondary school interscholastic team members. The Superintendent will implement procedures for the APP, and will direct the athletic director to maintain records of students who have successfully completed the APP.

**Student Athletic Injuries**

No injured student will be allowed to practice or play in an athletic contest. An appropriate medical professional should diagnose and treat an athlete's injuries. The coach should ensure that any player injured while under his or her care receives prompt and appropriate medical attention, and that all of the medical professional's treatment instructions are followed. The injured student has an obligation to promptly inform his or her coach of all injuries. No student will be allowed to practice or compete if there is a question whether he or she is in adequate physical condition. A physician's certification may be required before an athlete is permitted to return to practice or competition.

(Continued)

**SUBJECT: SPORTS AND THE ATHLETIC PROGRAM (Cont'd.)****Athletic Program-Safety**

The District will take reasonable steps to minimize physical risks posed to students participating in the interscholastic athletic program by:

- a) Requiring timely medical examinations of participants;
- b) Employing certified or licensed staff to coach all varsity, junior varsity, and modified practices and games;
- c) Providing or requiring certified or licensed officials to officiate all competitions;
- d) Ensuring that its players' equipment is safe and operates within the applicable manufacturers' guidelines;
- e) Ensuring that all home fields, courts, pools, tracks, and other areas where athletes practice, warm-up, or compete are safe and appropriate for use; and
- f) Providing professional development and training opportunities for all coaching staff.

Title IX of the Education Amendments of 1972, 20 USC § 1681 et seq.  
45 CFR Part 86  
8 NYCRR §§ 135 and 136

NOTE: Refer also to Policies #3420 -- Non-Discrimination and Anti-Harassment in the District  
#3421 -- Title IX and Sex Discrimination  
#7520 -- Accidents and Medical Emergencies  
#7522 -- Concussion Management

Revised: 6/24/97; 1/9/07; 7/1/08; 6/9/15; 1/9/18;

## Students

**SUBJECT: STUDENTS WITH LIFE-THREATENING HEALTH CONDITIONS**

Students come to school with diverse medical conditions which may impact their learning as well as their health. Some of these conditions are serious and may be life-threatening. As a result, students, parents, school personnel, and health care providers must all work together to provide the necessary information and training to allow children with chronic health problems to participate as fully and safely as possible in the school experience. This policy encompasses an array of serious or life-threatening medical conditions such as anaphylaxis, diabetes, seizure disorders, or severe asthma and acute medical conditions such as substance overdose. All students within the District with known life-threatening conditions will have a comprehensive plan of care in place: an Emergency Care Plan (ECP) or Individualized Healthcare Plan (IHP) and if appropriate, an Individualized Education Plan (IEP) or Section 504 Plan.

**Life-Threatening Conditions**

For those students with serious or life-threatening conditions, including but not limited to, diabetes, seizure disorders, asthma, and allergies, the District must work cooperatively with the parent(s) and the healthcare provider(s) to:

- a) Immediately develop an ECP for each at risk student to ensure that appropriate personnel are aware of the student's potential for a life-threatening reaction;
- b) If appropriate, develop an IHP that includes all necessary treatments, medications, training, and educational requirements for the student. If the student is eligible for accommodations based upon the Individuals with Disabilities Act (IDEA), Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act, the appropriate procedures will be followed regarding evaluation and identification;
- c) Provide training by licensed medical personnel (e.g., registered professional nurse) for all adults in a supervisory role in the recognition and emergency management of a specific medical condition for specific students;
- d) Obtain specific medical-legal documents duly executed in accordance with New York State law; appropriate health care provider authorization in writing for specific students that includes the frequency and conditions for any testing and/or treatment, symptoms, and treatment of any conditions associated with the health problem; and directions for emergencies;
- e) Secure written parent permission and discuss parental responsibility that includes providing the health care provider's orders, providing any necessary equipment, and participation in the education and co-management of the child as he or she works toward self-management;

(Continued)



## Students

**SUBJECT: STUDENTS WITH LIFE-THREATENING HEALTH CONDITIONS (Cont'd.)**

- f) Allow supervised students to carry life-saving medication in accordance with relevant laws, regulations, and procedures. The District will also encourage parents and students to provide duplicate life-saving medication to be maintained in the health office in the event the self-carrying student misplaces, loses, or forgets their medication;
- g) Assure appropriate and reasonable building accommodations are in place within a reasonable degree of medical certainty.

In addition, the District will:

- a) Provide training for transportation, instructional, food service, or physical education staff, as appropriate, in the recognition of an anaphylactic reaction;
- b) Have standing emergency medical protocols for nursing or other staff;
- c) Request the school medical director to write a non-patient specific order for anaphylaxis treatment agents for the school's registered professional nurse or other staff, as designated by the administration and allowed under federal and New York State laws and regulations, to administer in the event of an unanticipated anaphylactic episode;
- d) Maintain or ensure the maintenance of a copy of the standing order(s) and protocol(s) that authorizes them to administer emergency medications such as anaphylactic treatment agents;
- e) As permitted by New York State law, maintain stock supplies of life-saving emergency medications such as epinephrine auto-injectors or Naloxone (Narcan) for use, especially in first time emergencies;
- f) Allow the school registered nurse, nurse practitioner, or physician to train unlicensed school personnel to administer emergency epinephrine via auto-injector, or emergency glucagon, to students with both a written provider order and parent/person in parental relation consent during the school day, on school property, and at any school function. Such training will be done in accordance with specifications outlined in the Commissioner's regulations;
- g) Ensure that ~~building level safety plans and~~ the District-wide ~~emergency response plan~~ **school safety plan and building-level emergency response plans** include appropriate accommodations for students with life-threatening health conditions;
- h) Encourage families to obtain medic-alert bracelets for at risk students;
- i) Educate students regarding the importance of immediately reporting symptoms of an allergic reaction.

(Continued)

**SUBJECT: STUDENTS WITH LIFE-THREATENING HEALTH CONDITIONS (Cont'd.)****Emergency Medication****Epinephrine Auto-Injectors (EAI)**

The District has entered into a collaborative agreement with ~~Dr. Krishna Persaud~~ the Medical Director in order to provide and maintain EAI on-site in its instructional facilities. This agreement allows for trained school employees, who have completed a New York State Department of Health (NYSDOH) course, to administer EAI to any student or staff member who demonstrates symptoms of anaphylaxis, regardless of whether such person has a prior history of severe allergic reactions. This District will ensure that it has sufficient EAI available to ensure ready and appropriate access for use during emergencies and will immediately report every use of an EAI in accordance with the collaborative agreement to ~~Dr. Krishna Persaud~~ with the Medical Director. The collaborative agreement, as defined in Public Health Law Section 3000-c, is required for the District to permit trained school employees to administer stock EAI to students and staff members who do not have a patient specific order for such medication.

**Creating an Allergen-Safe School Environment**

The risk of accidental exposure or cross-contamination is always present in school, particularly for students with food allergies. The school setting is a high-risk environment for accidental ingestion of a food allergen due to the presence of a large number of students, increased exposure to food allergens, and cross-contamination of tables, desks, and other surfaces.

In an effort to prevent accidental exposure to allergens, the District will monitor the following high-risk areas and activities:

- a) Cafeteria;
- b) Food sharing;
- c) Hidden ingredients in art, science, and other projects;
- d) Transportation;
- e) Fundraisers and bake sales;
- f) Parties and holiday celebrations;
- g) Field trips;
- h) Before and after school programs.

(Continued)

**SUBJECT: STUDENTS WITH LIFE-THREATENING HEALTH CONDITIONS (Cont'd.)****Medication Self-Management**

The District will work toward assisting students in the self-management of their chronic health condition based upon the student's knowledge level and skill by:

- a) Collaborating with ~~parents~~/persons in parental relation/guardians;
- b) Adequately training all staff involved in the care of the child, as appropriate;
- c) Assuring the availability of the necessary equipment and/or medications;
- d) Providing appropriately trained licensed persons as required by law;
- e) Developing an emergency plan, IHP, IEP, or 504 Plan as appropriate for the student; and
- f) Providing ongoing staff and student education.

Americans with Disabilities Act, 42 USC§ 12101, et seq.  
Individuals with Disabilities Education Act (IDEA), 20 USC §§ 1400-1485  
Section 504 of the Rehabilitation Act of 1973, 29 USC § 794 et seq.  
34 CFR Part 300  
Education Law §§ 6527 and 6908  
8 NYCRR §§ 136.6 and 136.7  
Public Health Law §§ 2500-h, 3000-a, and 3000-c

NOTE: Refer also to Policy #7513 -- Medication and Personal Care Items

Adopted: 1/9/07  
Revised: 2/24/09; 2/9/16; 7/6/21;

Students

**SUBJECT: ~~CHILD ABUSE AND MALTREATMENT~~**

~~—The District takes seriously the obligations of its officers and employees to report cases of child abuse or maltreatment. To this end, regulations will be developed, maintained, and disseminated by administration regarding the:~~

- ~~a) — Mandatory reporting of suspected child abuse or maltreatment;~~
- ~~b) — Reporting procedures and obligations of persons required to report;~~
- ~~c) — Provisions for taking a child into protective custody;~~
- ~~d) — Mandatory reporting of deaths;~~
- ~~e) — Immunity from liability and penalties for failure to report;~~
- ~~f) — Obligations for provision of services and procedures necessary to safeguard the life or health of a child; and~~
- ~~g) — Provision of information in recognizing signs of unlawful methamphetamine laboratories for all current and new school officials (i.e., "mandated reporters") who, as part of their usual responsibilities, visit children's homes.~~

~~—Additionally, an ongoing training program for all current and new school officials will be established and implemented to enable the staff to carry out their reporting responsibilities.~~

Reporting Information

~~—The District will post the child abuse hotline telephone number and directions for accessing the Office of Children and Family Services (OCFS) website in English and Spanish on its website and in clearly and highly visible areas of school buildings. The District will also make this information available from its administrative offices; provide it to parents and persons in parental relation at least once per school year by electronic communication, sending the information home with students, or otherwise; and provide it to each teacher and administrator. The District may post and provide this information in other, common languages used by the school community.~~

~~—The hotline telephone number is 800-342-3720. Another hotline telephone number for school administrators and teachers to report is 800-635-1522.~~

Persons Required to Report

~~—Persons required to report cases of child abuse or maltreatment to the Statewide Central Register for Child Abuse and Maltreatment (SCR) in accordance with Social Services Law Section 413(1) include, but are not limited to, school teachers, school guidance counselors, school psychologists, school~~

(Continued)

Students

**SUBJECT: ~~CHILD ABUSE AND MALTREATMENT (Cont'd.)~~**

~~social workers, school nurses, school administrators or other school personnel required to hold a teaching or administrative license or certificate, and full or part-time compensated school employees required to hold a temporary coaching license or professional coaching certificate.~~

~~— All mandated reporters must make the report themselves to the SCR and then immediately notify the building principal or designee. The building principal or designee will be responsible for all subsequent administration necessitated by the report. Any report must include the name, title, and contact information for every staff member who is believed to have direct knowledge of the allegations in the report. The building principal will also take or cause to be taken, at public expense, color photographs of visible trauma and, if medically indicated, cause to be performed an X-ray of the child.~~

~~— Reports must be made by telephone or fax on a form supplied by the Commissioner of the NYS OCFS. Oral reports must be made to SCR, unless an appropriate local plan provides these reports should be made to the local CPS. The local CPS would then make a report to the SCR. An oral report must be followed by a written report within 48 hours.~~

Report Form

~~— The "Report of Suspected Child Abuse or Maltreatment" Form LDSS 222 IA may be accessed at the OCFS website.~~

Obligation to Assist CPS

~~— The District has a responsibility to provide assistance and data to enable CPS to carry out their investigation, including providing access to relevant records and allowing CPS to conduct an interview of such child without parental consent or court order when CPS encounters circumstances that warrant interviewing the child apart from family or other household members or the home or household where child abuse or maltreatment allegedly occurred. School personnel may observe the interview. The School may require CPS workers and those who accompany them to comply with reasonable visitor policies and procedures of the School and to present appropriate identification.~~

Immunity from Liability

~~— Mandated reporters are immune from liability who make a report in good faith. However, mandated reporters will be criminally liable if they knowingly report a false claim of child abuse or maltreatment to the SCR. Non-mandated reporters will also be criminally liable for knowingly reporting a false claim to a mandated reporter, knowing that the reporter is required to report such cases and intending that such a report be made.~~

(Continued)

Students

**SUBJECT: ~~CHILD ABUSE AND MALTREATMENT (Cont'd.)~~**

**Failure to Report**

~~Legal penalties under the Social Services Law will be placed on mandated reporters who fail to report a case of suspected child abuse, including liability for damages proximately caused by such failure.~~

**Prohibition of Retaliatory Personnel Action**

~~The District will not take any retaliatory personnel action against an employee because the employee believes that he or she has reasonable cause to suspect that a child is an abused or maltreated child and that employee makes a report to SCR. Further, no school official will impose any conditions, including prior approval or prior notification, upon any staff member specifically designated a mandated reporter.~~

~~"Retaliatory personnel action" means the discharge, suspension, or demotion of an employee, or other adverse employment action taken against an employee in the terms and conditions of employment.~~

**Child Abuse in an Educational Setting**

~~The District is committed to the protection of students in educational settings from abuse and maltreatment by employees or volunteers.~~

~~**Child abuse** means any of the following acts committed in an educational setting by an employee or volunteer against a child (defined as a person under the age of 21 years enrolled in a school):~~

- ~~a) Intentionally or recklessly inflicting physical injury, serious physical injury, or death; or~~
- ~~b) Intentionally or recklessly engaging in conduct which creates a substantial risk of physical injury, serious physical injury, or death; or~~
- ~~c) Any child sexual abuse, defined as conduct prohibited by Penal Law Articles 130 or 263; or~~
- ~~d) The commission or attempted commission against a child of the crime of disseminating indecent materials to minors in accordance with Penal Law Article 235.~~

~~**Administrator or school administrator** means a principal, or the equivalent title, in a school, or other chief school officer.~~

~~**Educational setting** means the building(s) and grounds of the District; the vehicles provided directly or by contract by the District for the transportation of students to and from school buildings, field trips, co-curricular and extra-curricular activities both on and off District grounds; all co-curricular and extra-curricular activity sites; and any other location where direct contact between an employee or volunteer and a child has allegedly occurred.~~

(Continued)

Students

**SUBJECT: — CHILD ABUSE AND MALTREATMENT (Cont'd.)**

~~— In any case where an oral or written allegation is made to a teacher, school nurse, school counselor, school psychologist, school social worker, school administrator, Board member, or other school personnel required to hold a teaching or administrative license or certificate, as well as a licensed and registered physical therapist, licensed and registered occupational therapist, licensed and registered speech language pathologist, teacher aide or school resource officer that a child has been subjected to child abuse by an employee or volunteer in an educational setting, that person will upon receipt of the allegation:~~

- ~~a) — Promptly complete a written report of the allegation including the full name of the child alleged to be abused; the name of the child's parent; the identity of the person making the allegation and their relationship to the alleged child victim; the name of the employee or volunteer against whom the allegation was made; and a listing of the specific allegations of child abuse in an educational setting. This written report will be completed on a form prescribed by the Commissioner of Education.~~
- ~~b) — Except where the school administrator is the person receiving the oral or written allegation, the employee completing the written report must promptly personally deliver a copy of that written report to the school principal of the school in which the child abuse allegedly occurred.~~

~~— In any case where an oral or written allegation is made to a school bus driver employed by a person or entity that contracts with the District to provide transportation services to children that a child has been subjected to child abuse by an employee or volunteer in an educational setting, that school bus driver will upon receipt of the allegation, promptly report or cause a report to be made to his or her supervisor employed by the contracting person or entity.~~

~~— In any case where an oral or written report or allegation is made to a supervisor who is employed by a person or entity that contracts with the District to provide transportation services to children from a person employed by the contracted person or entity that a child has been subjected to child abuse by an employee or volunteer in an educational setting, the supervisor must, upon receipt of an allegation:~~

- ~~a) — Promptly complete a written report of the allegation including the full name of the child alleged to be abused; the name of the child's parent or guardian; the identity of the person making the allegation and their relationship to the alleged child victim; the name of the employee or volunteer against whom the allegation was made; and a listing of the specific allegations of child abuse in an educational setting. This report must be completed on a form prescribed by the Commissioner.~~
- ~~b) — Ensure that the written report is personally delivered to the Superintendent employed by the school district where the child abuse occurred or, for a school other than a school district or public school, the school administrator employed by the school where the child abuse occurred.~~

(Continued)

Students

**SUBJECT: — CHILD ABUSE AND MALTREATMENT (Cont'd.)**

~~— In any case where it is alleged a child was abused by an employee or volunteer of a school other than a school within the District, the report of these allegations will be promptly forwarded to the Superintendent of the District and the Superintendent of the school district where the abuse of the child allegedly occurred. If a case involves a school that is not a school district or public school, the appropriate school administrator or administrators, in addition to any appropriate Superintendent, must be notified of the allegations of abuse.~~

~~— If it is alleged the child was abused by the Superintendent or administrator, the report of the allegations will be made to another designated administrator.~~

~~— Any employee, volunteer, or supervisor who is employed by a person or entity that contracts with the District to provide transportation services to children who reasonably and in good faith makes a report of allegations of child abuse in an educational setting in accordance with the reporting requirements of the law will have immunity from civil liability which might otherwise result by reason of those actions.~~

~~— Upon receipt of a written report alleging child abuse in an educational setting, a school administrator or the Superintendent must then determine whether there is reasonable suspicion to believe that an act of child abuse has occurred. Where there has been a determination as to the existence of reasonable suspicion, the school administrator or Superintendent must follow the procedures mandated in law and further described in administrative regulations including parental notification. When the school administrator receives a written report, he or she must promptly provide a copy of the report to the Superintendent and promptly forward the report to appropriate law enforcement. In no event will reporting to law enforcement be delayed by an inability to contact the Superintendent.~~

~~— Where the Superintendent or, in a school other than a school district or public school, the school administrator has forwarded a written report of child abuse in an educational setting to law enforcement authorities, the Superintendent will also refer the report to the Commissioner if the employee or volunteer alleged to have committed an act of child abuse holds a certification or license issued by the State Education Department.~~

~~— Reports and other written material submitted in accordance with law with regard to allegations of child abuse in an educational setting, and photographs taken concerning those reports that are in the possession of any person legally authorized to receive that information, will be confidential and will not be redisclosed except to law enforcement authorities involved in an investigation of child abuse in an educational setting or as expressly authorized by law or in accordance with a court ordered subpoena. Such reports must be expunged from the District records five years after the date of its making if, after investigation, they do not result in a criminal conviction. They may be expunged earlier, in the District's discretion. The willful re-disclosure of such materials to unauthorized persons is a Class A misdemeanor. School administrators and the Superintendent will exercise reasonable care in preventing unauthorized disclosure.~~

(Continued)



Students

**SUBJECT: — CHILD ABUSE AND MALTREATMENT (Cont'd.)**

— Additionally, teachers and all other school officials will be provided an annual written explanation concerning the reporting of child abuse in an educational setting, including the immunity provisions as set forth in law. The Commissioner will furnish the District with required information, including rules and regulations for training necessary to implement District and staff responsibilities under the law.

Training

— The District will establish and implement ongoing training regarding the identification and reporting of child abuse and maltreatment in accordance with law and Commissioner regulations to all current and new teachers, nurses, counselors, psychologists, social workers, administrators, other personnel required to hold a teaching or administrative certificate or license, any bus driver or supervisor employed by an entity that contracts with the District to transport children, all persons employed in equivalent titles in the District, Board members, licensed and registered physical and occupational therapists, licensed and registered speech language pathologists, teacher aides, and school resource officers.

— Such training shall include, at a minimum, information regarding the physical and behavioral signs that a child has been abused or maltreated and the statutory reporting requirements set out under Social Services law, including but not limited to, when and how a report must be made, what other actions the reporter is mandated or authorized to take, the legal protections that reporters have, and the consequences for failing to report.

— All school bus drivers employed on or after July 1, 2019 by a transportation contractor are required to take two hours of training regarding identification and reporting of child abuse and maltreatment furnished by an approved provider. Documentation of completion of the training must be given to the District.

— The District will annually provide to each teacher and all other school officials a written explanation of the reporting requirements including the immunity provisions.

**Prohibition of "Silent" (Unreported) Resignations**

— The Superintendent and other school administrators are prohibited from withholding from law enforcement authorities, the Superintendent, or the Commissioner, as appropriate, information concerning allegations of child abuse in an educational setting against an employee or volunteer in exchange for that individual's resignation or voluntary suspension from his or her position.

— The Superintendent or other school administrator who reasonably and in good faith reports to law enforcement officials information regarding allegations of child abuse or a resignation as required by law will have immunity from any liability, civil or criminal, which might otherwise result by reason of those actions.

(Continued)

Students

**SUBJECT: — CHILD ABUSE AND MALTREATMENT (Cont'd.)**

**Prohibition on Aiding and Abetting Sexual Abuse**

— Unless exempted by law, no District employee, contractor, or agent of the District will assist another District employee, contractor, or agent in obtaining a new job, apart from the routine transmission of administrative and personnel files, if the individual or agency knows or has probable cause to believe, that the individual engaged in sexual misconduct regarding a minor or student in violation of the law.

Education Law Article 23-B and §§ 409-1, 902(b), 1132(2), 3028-b and 3209-a

Family Court Act § 1012

Labor Law § 740(1)(e)

Penal Law Articles 130, 235 and 263

Social Services Law §§ 411-428

8 NYCRR Part 83, § 100.2(nn)

20 USC § 7926

Adopted: 1992

Revised: 11/12/03; 1/9/07; 10/28/08; 1/9/18; 7/6/21;

Students

**SUBJECT: CHILD ABUSE AND MALTREATMENT****Child Abuse in a Domestic Setting**

The District takes seriously the obligations of its officers and employees to report cases of child abuse or maltreatment. To this end, regulations will be developed, maintained, and disseminated by administration regarding the:

- a) Mandatory reporting of suspected child abuse or maltreatment;
- b) Reporting procedures and obligations of persons required to report;
- c) Provisions for taking a child into protective custody;
- d) Mandatory reporting of deaths;
- e) Immunity from liability and penalties for failure to report;
- f) Obligations for provision of services and procedures necessary to safeguard the life or health of a child; and
- g) Provision of information in recognizing signs of unlawful methamphetamine laboratories for all current and new school officials (i.e., "mandated reporters") who, as part of their usual responsibilities, visit children's homes.

Additionally, an ongoing training program for all current and new school officials will be established and implemented to enable the staff to carry out their reporting responsibilities.

**Reporting Information**

The District will post the child abuse hotline telephone number and directions for accessing the Office of Children and Family Services (OCFS) website in English and Spanish on its website and in clearly and highly visible areas of school buildings. The District will also make this information available from its administrative offices; provide it to parents and persons in parental relation at least once per school year by electronic communication, sending the information home with students, or otherwise; and provide it to each teacher and administrator. The District may post and provide this information in other, common languages used by the school community.

**Persons Required to Report**

Persons required to report cases of child abuse or maltreatment to the State Central Register (SCR) in accordance with Social Services Law Section 413(1) include, but are not limited to, school teachers, school counselors, school psychologists, school social workers, school nurses, school administrators or

(Continued)

Students

**SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)**

other school personnel required to hold a teaching or administrative license or certificate, and full- or part-time compensated school employees required to hold a temporary coaching license or professional coaching certificate.

All mandated reporters must make the report themselves and then immediately notify the building principal or designee. The building principal or designee will be responsible for all subsequent administration necessitated by the report. Any report must include the name, title, and contact information for every staff member who is believed to have direct knowledge of the allegations in the report.

**Prohibition of Retaliatory Personnel Action**

The District will not take any retaliatory personnel action against an employee because the employee believes that he or she has reasonable cause to suspect that a child is an abused or maltreated child and that employee makes a report to SCR. Further, no school official will impose any conditions, including prior approval or prior notification, upon any staff member specifically designated a mandated reporter.

"Retaliatory personnel action" means the discharge, suspension, or demotion of an employee, or other adverse employment action taken against an employee in the terms and conditions of employment.

**Report Form**

The "Report of Suspected Child Abuse or Maltreatment" Form LDSS-2221A may be accessed at the OCFS website.

**Child Abuse in an Educational Setting**

The District is committed to the protection of students in educational settings from abuse and maltreatment by employees or volunteers.

**Definitions**

"Administrator" or "school administrator" means a principal, or the equivalent title, in a school, or other chief school officer.

"Child abuse" means any of the following acts committed in an educational setting by an employee or volunteer against a child (defined as a person under the age of 21 years enrolled in a school):

- a) Intentionally or recklessly inflicting physical injury, serious physical injury, or death;

(Continued)

Students

**SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)**

- b) Intentionally or recklessly engaging in conduct which creates a substantial risk of physical injury, serious physical injury, or death;
- c) Any child sexual abuse, defined as conduct prohibited by Penal Law Articles 130 or 263; or
- d) The commission or attempted commission against a child of the crime of disseminating indecent materials to minors in accordance with Penal Law Article 235.

"Educational setting" means the building(s) and grounds of a school; the vehicles provided directly or by contract by the school for the transportation of students to and from school buildings, field trips, co-curricular and extracurricular activities both on and off school grounds; all co-curricular and extracurricular activity sites; and any other location where direct contact between an employee or volunteer and a child has allegedly occurred.

"School" means a school district, public school, charter school, nonpublic school, Board of Cooperative Educational Services (BOCES), special act school district as defined in Education Law Section 4001, approved preschool special education program pursuant to Education Law Section 4410, approved private residential or non-residential school for the education of students with disabilities including certain private schools, or state-operated or state-supported school in accordance with Education Law Articles 85, 87, or 88.

**Duties Upon Receipt of an Allegation of Child Abuse in an Educational Setting**

In any case where an oral or written allegation is made to a teacher, school nurse, school counselor, school psychologist, school social worker, school administrator, Board member, or other school personnel required to hold a teaching or administrative license or certificate, as well as a licensed and registered physical therapist, licensed and registered occupational therapist, licensed and registered speech-language pathologist, teacher aide, or school resource officer that a child has been subjected to child abuse by an employee or volunteer in an educational setting, that person will upon receipt of the allegation:

- a) Promptly complete a written report of the allegation including the full name of the child alleged to be abused; the name of the child's parent; the identity of the person making the allegation and their relationship to the alleged child victim; the name of the employee or volunteer against whom the allegation was made; and a listing of the specific allegations of child abuse in an educational setting. This written report must be completed on a form prescribed by the Commissioner of Education.
- b) Except where the school administrator is the person receiving the oral or written allegation, the employee completing the written report must promptly personally deliver a copy of that written report to the school administrator of the school in which the child abuse allegedly occurred.

(Continued)

## Students

**SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)**

In any case where an oral or written allegation is made to a school bus driver employed by a school or a person or entity that contracts with a school to provide transportation services to children that a child has been subjected to child abuse by an employee or volunteer in an educational setting, that school bus driver will upon receipt of the allegation, promptly report or cause a report to be made to his or her supervisor employed by the school or the contracting person or entity.

In any case where an oral or written report or allegation is made to a supervisor who is employed by a school or a person or entity that contracts with a school to provide transportation services to children from a person employed by the school or the contracted person or entity that a child has been subjected to child abuse by an employee or volunteer in an educational setting, the supervisor must, upon receipt of an allegation:

- a) Promptly complete a written report of the allegation including the full name of the child alleged to be abused; the name of the child's parent or guardian; the identity of the person making the allegation and their relationship to the alleged child victim; the name of the employee or volunteer against whom the allegation was made; and a listing of the specific allegations of child abuse in an educational setting. This written report must be completed on a form prescribed by the Commissioner.
- b) Ensure that the written report is personally delivered to the superintendent employed by the school district where the child abuse occurred or, for a school other than a school district or public school, the school administrator employed by the school where the child abuse occurred.

In any case where it is alleged a child was abused by an employee or volunteer of a school other than a school within the school district of the child's attendance, the report of these allegations will be promptly forwarded to the superintendent of the school district of the child's attendance and the superintendent of the school district where the abuse of the child allegedly occurred. If a case involves a school that is not a school district or public school, the appropriate school administrator or administrators, in addition to any appropriate superintendent, must be notified of the allegations of abuse.

If it is alleged the child was abused by the superintendent or administrator, the report of the allegations will be made to another designated administrator.

Upon receipt of a written report alleging child abuse in an educational setting, a school administrator or superintendent must then determine whether there is reasonable suspicion to believe that an act of child abuse has occurred. If it is determined that reasonable suspicion exists, the school administrator or superintendent must follow the procedures mandated in law and further described in administrative regulations including parental notification. When the school administrator receives a

(Continued)

Students

**SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)**

written report, he or she must promptly provide a copy of the report to the superintendent. The report must be promptly forwarded to appropriate law enforcement. In no event will reporting to law enforcement be delayed by an inability to contact the superintendent.

Where the superintendent or, in a school other than a school district or public school, the school administrator has forwarded a written report of child abuse in an educational setting to law enforcement authorities, he or she will also refer the report to the Commissioner if the employee or volunteer alleged to have committed an act of child abuse holds a certification or license issued by NYSED.

Civil Immunity

Any employee, volunteer, or supervisor who is employed by a person or entity that contracts with a school to provide transportation services to children who reasonably and in good faith makes a report of allegations of child abuse in an educational setting in accordance with the reporting requirements of the law will have immunity from civil liability which might otherwise result by reason of those actions.

Any school administrator or superintendent who reasonably and in good faith makes a report of allegations of child abuse in an educational setting, or reasonably and in good faith transmits a report to a person or agency as required by law, will have immunity from civil liability which might otherwise result by reason of those actions.

Confidentiality

Reports and other written material submitted in accordance with law with regard to allegations of child abuse in an educational setting, and photographs taken concerning those reports that are in the possession of any person legally authorized to receive that information, will be confidential and will not be redisclosed except to law enforcement authorities involved in an investigation of child abuse in an educational setting or as expressly authorized by law or in accordance with a court-ordered subpoena. School administrators and the superintendent will exercise reasonable care in preventing unauthorized disclosure.

Training

The District will implement a training program regarding child abuse in an educational setting for all current and new teachers, school nurses, school counselors, school psychologists, school social workers, school administrators, Board members, other school personnel required to hold a teaching or administrative license or certificate, and any school bus driver or supervisor employed by the District or any person or entity that contracts with the District to provide transportation services to children, as well as licensed and registered physical therapists, licensed and registered occupational therapists, licensed and registered speech-language pathologists, teacher aides, and school resource officers.

(Continued)

**SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)****Prohibition of "Silent" (Unreported) Resignations**

The Superintendent and other school administrators are prohibited from withholding from law enforcement authorities, the Superintendent, or the Commissioner, as appropriate, information concerning allegations of child abuse in an educational setting against an employee or volunteer in exchange for that individual's resignation or voluntary suspension from his or her position.

The Superintendent or other school administrator who reasonably and in good faith reports to law enforcement officials information regarding allegations of child abuse or a resignation as required by law will have immunity from any liability, civil or criminal, which might otherwise result by reason of those actions.

**Notification**

Teachers and all other school officials will be provided an annual written explanation concerning the reporting of child abuse and child abuse in an educational setting including the immunity provisions as set forth in law. The Commissioner will furnish the District with required information, including rules and regulations for training necessary to implement District and staff responsibilities under the law.

**Prohibition on Aiding and Abetting Sexual Abuse**

Unless exempted by law, no District employee, contractor, or agent of the District will assist another District employee, contractor, or agent in obtaining a new job, apart from the routine transmission of administrative and personnel files, if the individual or agency knows or has probable cause to believe, that the individual engaged in sexual misconduct regarding a minor or student in violation of the law.

Education Law Article 23-B and §§ 409-1, 3028-b, and 3209-a  
Family Court Act § 1012  
Labor Law § 740(1)(e)  
Penal Law Articles 130, 235, and 263  
Social Services Law §§ 411-428  
8 NYCRR Part 83 and § 100.2(hh) and (nn)  
20 USC § 7926

Adopted: 1992  
Revised: 11/12/03; 1/9/07; 10/28/08; 1/9/18; 7/6/21;



**SUBJECT: DIGNITY FOR ALL STUDENTS****Overview**

The District seeks to create an environment free of harassment, bullying, and discrimination; to foster civility in its schools; and to prevent conduct that is inconsistent with its educational mission. This policy is just one component of the District's overall commitment to maintaining a discrimination and harassment-free educational and work environment.

The District, therefore, prohibits all forms of harassment and bullying of students by employees or other students on school property and at school functions. The District further prohibits discrimination against students, including, but not limited to, discriminatory acts based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex by ~~school~~ employees or other students on school property and at school functions ~~that take place at locations off school property. In addition, other acts of harassment, bullying, or discrimination that can reasonably be expected to materially and substantially disrupt the education process may be subject to discipline or other corrective action.~~

In addition, other acts of harassment, bullying, and/or discrimination that occur off school property may be subject to discipline or other corrective action, where such acts create or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that the conduct, threats, intimidation, or abuse might reach school property.

The District adopts this policy as part of its effort to provide for the prompt and equitable resolution of complaints of harassment, bullying, and/or discrimination of students. The District will promptly respond to reports of harassment, bullying, and/or discrimination of students, ensure that all investigations are conducted within a reasonably prompt time frame and under a predictable fair grievance process that provides due process protections, and impose disciplinary measures and implement remedies when warranted.

Inquiries about this policy may be directed to the District's Dignity Act Coordinator(s) (DAC(s)).

**Dignity Act Coordinator**

In each of its schools, the District will designate at least one employee ~~holding licenses or certifications as required by the Commissioner~~ to serve as the ~~Dignity Act Coordinator (DAC)~~ and receive reports of harassment, bullying, and/or discrimination. Each DAC will be: ~~thoroughly~~

- a) Approved by the Board;
- b) Licensed and/or certified by the Commissioner as a classroom teacher, school counselor, school psychologist, school nurse, school social worker, school administrator or supervisor, or superintendent;

(Continued)

Students

**SUBJECT: DIGNITY FOR ALL STUDENTS (Cont'd.)**

- c) Instructed in the provisions of the Dignity for All Students Act and its implementing regulations;
- d) Thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender (including gender identity or expression), and sex; ~~Training will also be provided for DACs~~
- e) Provided with training which addresses the social patterns of harassment, bullying, and discrimination, including, but not limited to, those acts based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, and sex;
- f) Provided with training in the identification and mitigation of harassment, bullying, and discrimination; and
- g) Provided with training in strategies for effectively addressing problems of exclusion, bias, and aggression in educational settings. ~~All DAC appointments will be approved by the Board.~~

The District will widely disseminate the name, designated school, and contact information of each DAC to all school personnel, students, and parents or persons in parental relation by:

- a) Listing it in the *Code of Conduct*, with updates posted on the District's website; ~~and~~
- b) Including it in the *Code of Conduct's* plain language summary provided to all parents or persons in parental relation to students before the beginning of each school year; ~~and~~
- c) Providing it to parents or persons in parental relation in at least one District or school mailing or other method of distribution ~~each school year~~, including, but not limited to, electronic communication and/or sending information home with each student. If the information changes, parents and persons in parental relation will be notified in at least one subsequent District or school mailing, or other method of distribution as soon as practicable thereafter; ~~and~~
- d) Posting it in highly visible areas of school buildings; and
- e) Making it available at the District and school-level administrative offices.

If a DAC vacates his or her position, the District will immediately designate another eligible employee as an interim DAC, pending approval of a successor DAC from the Board within 30 days of the date the position was vacated. In the event a DAC is unable to perform his or her duties for an extended period of time, the District will immediately designate ~~an~~ another eligible employee as an interim DAC, pending the return of the previous individual to the position.

(Continued)

**SUBJECT: DIGNITY FOR ALL STUDENTS (Cont'd.)****Training and Awareness**

Each year, all employees will be provided with training to promote a supportive school environment that is free from harassment, bullying, and/or discrimination, and to discourage and respond to incidents of harassment, bullying, and/or discrimination. This training may be provided in conjunction with existing professional **development learning**, and will be conducted consistent with guidelines approved by the Board, and will **include training to:**

- a) Raise awareness and sensitivity to potential acts of harassment, bullying, and/or discrimination;
- b) Address social patterns of harassment, bullying, and discrimination ~~and the effects on students~~;
- c) Inform employees on the identification and mitigation of harassment, bullying, and discrimination;
- d) Enable employees to prevent and respond to incidents of harassment, bullying, and/or discrimination;
- e) Make ~~school~~ employees aware of the effects of harassment, bullying, cyberbullying, and/or discrimination on students;
- f) Provide strategies for effectively addressing problems of exclusion, bias, and aggression;
- g) Include safe and supportive school climate concepts in curriculum and classroom management; and
- h) Ensure the effective implementation of school policy on conduct and discipline.

Rules against harassment, bullying, and discrimination will be included in Part V of the *Code of Conduct*, titled "The Dignity for All Student's Act," publicized District-wide, and disseminated to all staff and parents or persons in parental relation. Any amendments to the *Code of Conduct* will be disseminated as soon as practicable following their adoption. The District will provide new employees with a complete copy of the current *Code of Conduct* upon beginning their employment, and distribute an age-appropriate summary to all students at a school assembly at the beginning of each school year.

(Continued)

Students

**SUBJECT: DIGNITY FOR ALL STUDENTS (Cont'd.)****Internal Reports and Investigations of Harassment, Bullying, and/or Discrimination**

~~The District encourages and expects students who have been subjected to harassment, bullying, or discrimination; parents or persons in parental relation whose children have been subjected to this behavior; other students who observe or are told of this behavior; and all District staff who become aware of this behavior to timely report it to the principal, Superintendent, DAC, or designee.~~

~~The principal, Superintendent, DAC, or designee will lead or supervise a timely and thorough investigation of all reports of harassment, bullying, and discrimination. The DAC or other individual conducting the investigation, may seek the assistance of the District's Civil Rights Compliance Officer in investigating, responding to, and remedying complaints.~~

~~In the event any investigation verifies that harassment, bullying, and/or discrimination occurred, the District will take prompt action reasonably calculated to end it, to eliminate any hostile environment, to create a more positive school culture and climate, to prevent recurrence of the behavior, and to ensure the safety of the student or students against whom the harassment, bullying, or discrimination was directed.~~

~~— The Superintendent, principal, DAC, or designee will promptly notify the appropriate local law enforcement agency when there is a reasonable belief that an incident of harassment, bullying, or discrimination constitutes criminal conduct.~~

~~— The District will timely collect information related to incidents involving harassment, bullying, and discrimination; provide required internal reports; and complete and submit any required report to the State Education Department in the manner and within the timeframe specified by the Commissioner. Such reports shall, whenever possible, also delineate the specific nature of such incidents of harassment, bullying and discrimination.~~

All District employees who witness or receive an oral or written report of harassment, bullying, and/or discrimination are required to take action. District employees must make an oral report promptly to the Superintendent or principal, their designee, or the DAC not later than one school day after witnessing or receiving an oral or written report of harassment, bullying, and/or discrimination. No later than two school days after making the oral report, the District employee must file a written report with the Superintendent or principal, their designee, or the DAC.

The Superintendent or principal, their designee, or the DAC will lead or supervise the thorough investigation of all reports of harassment, bullying, and/or discrimination and ensure that all investigations are promptly completed after the receipt of a written report. In investigating any allegation, the investigator may seek the assistance of the District's Civil Rights Compliance Officer(s) (CRCO(s)) and/or Title IX Coordinator(s) in investigating, responding to, and remedying complaints of harassment, bullying, and/or discrimination.

Additionally, other District policies and documents address harassment, bullying, and discrimination of students. These policies and documents may include: Policy #3420 -- Non-Discrimination and Anti-Harassment in the District; Policy #3421 -- Title IX and Sex Discrimination;

Policy #7551 -- Sexual Harassment of Students; and the District's *Code of Conduct*. All complaints will be handled in accordance with the applicable District policies and/or documents.

The determination as to which District policies and/or documents are applicable is fact specific, and the DAC may work with other District staff such as the District's CRCO(s) and/or Title IX Coordinator(s) to determine which District policies and/or documents are applicable to the specific facts of the complaint.

When an investigation verifies a material incident of harassment, bullying, and/or discrimination, the Superintendent or principal, their designee, or the DAC will take prompt action, consistent with applicable laws and regulations as well as the District's *Code of Conduct*, reasonably calculated to end the harassment, bullying, and/or discrimination, eliminate any hostile environment, create a more positive school culture and climate, prevent recurrence of the behavior, and ensure the safety of the student or students against whom the behavior was directed.

The Superintendent or principal, their designee, or the DAC will promptly notify the appropriate local law enforcement agency when it is believed that any harassment, bullying, and/or discrimination constitutes criminal conduct.

(Continued)

**SUBJECT: DIGNITY FOR ALL STUDENTS (Cont'd.)****Reporting Incidents**Reporting Incidents to the Superintendent

At least once during each school year, each building principal will provide a report on data and trends related to harassment, bullying, and/or discrimination to the Superintendent in a manner prescribed by the District. This report will be used to submit the annual School Safety and the Educational Climate (SSEC) Summary Data Collection form to the State Education Department (SED).

Reporting of Material Incidents to the Commissioner of Education

Each school year, the District will submit to the Commissioner a report of material incidents of harassment, bullying, and/or discrimination that occurred during the school year in accordance with law and regulation. This report will be submitted in a manner prescribed by the Commissioner, on or before the basic educational data system (BEDS) reporting deadline or other date determined by the Commissioner.

**Prohibition of Retaliatory Behavior (Commonly Known as "Whistle-Blower" Protection)**

Any person who has reasonable cause to suspect that a student has been subjected to harassment, bullying, and/or discrimination by an employee or student on school grounds or at a school function, and who acts reasonably and in good faith in reporting it to school officials, the Commissioner of Education, or law enforcement authorities, or who otherwise initiates, testifies, participates, or assists in any formal or informal proceedings, will have immunity from any civil liability that may arise from making that report, or from initiating, testifying, participating, or assisting in those proceedings. The District also prohibits any retaliatory behavior directed against any complainant, victim, witness, or any other individual who participated in the reporting or investigation of an incident of alleged harassment, bullying, or discrimination.

**Publication of District Policy**

At least once during each school year, all school employees, students, and parents or persons in parental relation will be provided with a written or electronic copy of this policy, or a plain-language summary of it. The policy or summary will include information relating to how students, parents or persons in parental relation, and school employees may report harassment, bullying, or discrimination. Additionally, the District will strive to maintain a current version of this policy on its website at all times.

(Continued)

**SUBJECT: DIGNITY FOR ALL STUDENTS (Cont'd.)****Application**

Nothing in this policy or its implementing regulations should be interpreted to preclude or limit any right or cause of action provided under any local, state, or federal ordinance, law or regulation including, but not limited to, any remedies or rights available under the Individuals with Disabilities Education Act, Title VII of the Civil Rights Law of 1964, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990.

Education Law §§ 10-18, 801-a, 2801 and 3214  
8 NYCRR § 100.2, NYS CROWN Act of 2020

NOTE: Refer also to Policies #1330 -- Appointments and Designations by the Board  
 #3410 -- Code of Conduct  
 #3420 -- Non-Discrimination and Anti-Harassment in the District  
 #3421 -- Title IX and Sex Discrimination  
 #5670 -- Records Management  
 #6411 -- Use of Email in the District  
 #7551 -- Sexual Harassment of Students  
 #7552 -- Student Gender Identity  
 #7533 -- Hazing of Students  
 #8130 -- Equal Educational Opportunities  
 #8242 -- Civility, Citizenship and Character Education/Interpersonal  
 Violence Prevention Education  
*District Code of Conduct*

Adopted: 6/12/12  
 Revised: 12/18/12; 7/9/13; 11/18/14; 6/9/15; 7/6/21;

## Students

**SUBJECT: HAZING OF STUDENTS**

The **Board District** is committed to providing a safe, productive, and positive learning environment within its schools. Hazing activities are demeaning and abusive behaviors that harm victims, are inconsistent with the educational goals of the District, and may constitute criminal conduct. Consequently, hazing of students by other students or groups of students is strictly prohibited on school property, in school buildings, on school buses, by school-sponsored groups, clubs, or teams, and at school-sponsored events and/or activities whether occurring on or off-campus. Hazing is prohibited regardless of the victim's apparent willingness to participate in the activity.

For purposes of this policy, the term "hazing" is defined as any humiliating or dangerous activity expected of a student to join a group, regardless of their willingness to participate. Acts constituting hazing may range in severity from teasing or embarrassing a student to various forms of physical, emotional, and/or sexual abuse. Hazing behaviors include, but are not limited to:

- a) Humiliation: socially offensive, isolating, or uncooperative behaviors.
- b) Substance abuse: abuse of tobacco, alcohol, or illegal drugs.
- c) Other dangerous actions: hurtful, aggressive, destructive, and disruptive behaviors.

Hazing is a form of harassment and bullying and may constitute discrimination. Various District policies and documents address discrimination and harassment of students. These policies and documents may include: Policy #3420 -- Non-Discrimination and Anti-Harassment in the District; Policy #3421 -- Title IX and Sex Discrimination; Policy #7550 -- Dignity for All Students; Policy #7551 -- Sexual Harassment of Students; and the District's *Code of Conduct*. As such, the District's response to reports of hazing will be ~~governed by applicable law, the District's Code of Conduct, and Policy #7550 -- Dignity for All Students, and its implementing regulations. In the event allegations involve hazing based on a student's race, color, religion, national origin, sex, sexual orientation, or disability, the District may utilize the procedures set forth in Policy #3420 -- Non-Discrimination and Anti-Harassment in the District, and its implementing regulations.~~ handled in accordance with the applicable District policies and/or documents.

Education Law §§ 10-18, 1709-a, 2503-a, and 2801  
 Penal Law §§ 120.16 and 120.17  
 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  
 #7550 -- Dignity for All Students  
 #7551 -- Sexual Harassment of Students  
 District *Code of Conduct*

Adopted: 1/9/07  
 Revised: 1/9/18;



Students

**SUBJECT: SAFE PUBLIC SCHOOL CHOICE OPTION**

Any District student who is a victim of a violent criminal offense, ~~as defined in Education Law and Commissioner's regulations~~, that occurred on the grounds of the District elementary or secondary school that the student attends, will be allowed to attend a safe public school within the District to the extent required by federal and state law and regulations.

In accordance with Commissioner's regulations, a "safe public school" ~~shall mean~~ a public school that has not been designated by the Commissioner of Education as a persistently dangerous public elementary or secondary school."

**Violent Criminal Offense**

The Superintendent will determine if the student has been the victim of a "violent criminal offense." "Violent criminal offense" means a crime that:

- a) Involves infliction of a serious physical injury upon another as defined in New York State Penal Law ~~Section 10.00(10)~~; or
- b) A sex offense that involves forcible compulsion; or
- c) Any other offense defined in New York State Penal Law ~~Section 10.00(12)~~ that involves the use or threatened use of a deadly weapon.

**Serious Physical Injury**

"Serious physical injury," ~~as defined in Penal Law Section 10.00(10)~~, means a "physical injury which creates a substantial risk of death, or which causes death or serious and protracted disfigurement, protracted impairment of health, or protracted loss or impairment of the function of any bodily organ."

**Deadly Weapon**

"Deadly weapon," ~~as defined in Penal Law Section 10.00(12)~~, ~~as defined as~~, but not limited to means "any loaded weapon from which a shot, readily capable of producing death or other serious physical injury, may be discharged, or a switchblade knife, ~~gravity knife~~, pilum ballistic knife, metal knuckle knife, dagger, billy, blackjack, ~~plastic knuckles~~, or metal knuckles."

**Determination Whether Student is a Victim**

Procedures will be established for determination by the Superintendent of whether a student is a victim of a violent criminal offense that occurred on school grounds of the school the student attends. The Superintendent will, prior to making any determination, consult with any law enforcement agency investigating the alleged violent criminal ~~incident~~ offense and consider any reports or records provided by the agency. However, a criminal conviction is not required prior to the Superintendent's determination that a student has been a victim of a violent criminal offense.

(Continued)

## Students

**SUBJECT: SAFE PUBLIC SCHOOL CHOICE OPTION (Cont'd.)**

The Superintendent's determination may be appealed to the Board. However, this determination will not preclude any student disciplinary proceeding brought against the alleged victim or perpetrator of the violent criminal offense.

**Notice to Parents or Persons in Parental Relation**

The District will establish procedures for notification of parents of, or persons in parental relation to, students who are victims of violent criminal offenses of their right to transfer to a safe public school within the District and procedures for the transfer. This notice will be, to the extent practicable, provided in the dominant language or mode of communication used by the parents or persons in parental relation to the student. The District will notify the parents of, or persons in parental relation to, the student within 24 hours of the determination that the student has been the victim of a violent criminal offense on school grounds at the school ~~he or she~~ they attends.

Written notice will be provided by personal delivery, express mail delivery, or equivalent means reasonably calculated to assure receipt of such notice within 24 hours of the determination at the last known address or addresses of the parents or persons in parental relation to the student. Where possible, notification will also be provided by telephone if the school has been provided with a telephone number(s) for the purpose of contacting parents or persons in parental relation.

**Designation of Safe Public School**

It is the responsibility of the District, based on objective criteria, to designate a safe public school or schools within the District to which students may transfer. Any student who transfers to a safe public school, in accordance with the provisions of this policy and applicable law and regulation, will be enrolled in the classes and other activities of the public school to which the student transfers in the same manner as all other students at the public school. The receiving school will be identified by the District and must be at the same grade level as the school from which the student is transferring. To the extent possible the District will allow transferring students to transfer to a school that is making adequate yearly progress and has not been identified as requiring school improvement, corrective action, or restructuring. The District will provide transportation for any student permitted to transfer to the safe public school within the District designated by the School System within the transportation limits established in Education Law Sections 3635 and 4401(4). Any student who transfers to a safe public school will be permitted to remain in the safe public school until the student has completed the highest grade level in the school transferred to, ~~or for such other period prescribed by the U.S. Department of Education, whichever is less.~~

While the parents or persons in parental relation to the student must be offered the opportunity to transfer their child, they may elect to have the child remain at the school he or she currently attends.

20 USC § 7912

Education Law § 2802(7)

Penal Law §10.00

8 NYCRR §§ 120.3 and 120.5

Adopted: 11/12/03

Revised: 1/9/18;

## **SUBJECT: — EQUAL EDUCATIONAL OPPORTUNITIES**

~~The District provides equal opportunity for students and does not discriminate against any student enrolled in (or any candidate for admission to) its programs and activities on the basis of actual or perceived race, color, national origin, sex, disability, or age. Further, the District does not discriminate on the basis of weight, ethnic group, religion, religious practice, sexual orientation, gender, or any other basis prohibited by state or federal non-discrimination laws, and provides equal access to its facilities to the Boy Scouts and other designated youth groups.~~

### **Educational Services for Married/Pregnant Students**

~~— The District will not discriminate against students based on their parental and/or marital status. The opportunity to participate in all of the services, programs, and activities of the District will not be restricted or denied because of pregnancy, parenthood, or marriage.~~

~~— Pregnant students will be encouraged to remain and participate in District programs. The forms of instruction provided to these students may include any or all of the following:~~

- ~~a) — Remain in school with provisions for special instruction, scheduling, and counseling as needed;~~
- ~~b) — Receive home instruction;~~
- ~~c) — Attend BOCES programs.~~

~~— In this regard, the Superintendent or designee, in consultation with student services staff, the school physician and the student's personal physician, may make program modifications which are feasible and necessary to accommodate the special needs of these students.~~

### **Investigation of Complaints and Grievances**

~~— The District will act to promptly, thoroughly, and equitably investigate all complaints, whether verbal or written, of discrimination and will promptly take appropriate action to protect individuals from further discrimination. All complaints will be handled in a manner consistent with the District's policies, procedures, and/or regulations regarding the investigation of discrimination and harassment complaints, including Policy #3420 — Non-Discrimination and Anti-Harassment in the District and Policy #7551 — Sexual Harassment of Students.~~

~~— Additional information regarding the District's discrimination and harassment complaint and grievance procedures, including, but not limited to, the designation of the Civil Rights Compliance Officer (CRCO), knowingly making false accusations, and possible corrective actions, can be found in Policy #3420 — Non-Discrimination and Anti-Harassment in the District.~~

(Continued)

Instruction

**SUBJECT: — EQUAL EDUCATIONAL OPPORTUNITIES (Cont'd.)**

**Prohibition of Retaliatory Behavior (Commonly Known as "Whistle-Blower" Protection)**

—The Board prohibits any retaliatory behavior directed against complainants, victims, witnesses, and/or any other individuals who participated in the investigation of a complaint of discrimination. Complaints of retaliation may be directed to the CRCO. In the event the CRCO is the alleged offender, the report will be directed to another CRCO, if the District has designated another individual to serve in that capacity, or to the Superintendent

—When appropriate, follow-up inquiries will be made to ensure that discrimination has not resumed and that all those involved in the investigation of the discrimination have not suffered retaliation.

Americans with Disabilities Act, 42 USC § 12101 et seq.  
Section 504 of the Rehabilitation Act of 1973, 29 USC § 794 et seq.  
Title VI of the Civil Rights Act of 1964, 42 USC § 2000d et seq.  
Title IX of the Education Amendments of 1972, 20 USC § 1681 et seq.  
20 USC § 1701, et seq.  
45 CFR § 84.40

NOTE: — Refer also to Policy #3420 — Non-Discrimination and Anti-Harassment in the District  
District Code of Conduct

Adopted: 11/12/03  
Revised: 10/28/08; 1/9/18

## Instruction

**SUBJECT: EQUAL EDUCATIONAL OPPORTUNITIES****Overview**

The District is committed to creating and maintaining an environment which is free from discrimination and harassment. This policy addresses the provision of equal educational opportunities to students. It is just one component of the District's overall commitment to maintaining a discrimination and harassment-free educational and work environment.

Consistent with this commitment and in accordance with law and regulation, the District provides equal opportunity for students and does not discriminate against any student enrolled in (or any candidate for admission to) its programs and activities on the basis of any legally protected class or category including, but not limited to: race; color; religion; disability; national origin; sexual orientation; gender identity or expression; military status; sex; age; marital status; pregnancy; parental status; weight; ethnic group; or religious practice. Further, the District provides equal access to its facilities to any group officially affiliated with the Boy Scouts of America or any other youth group listed in Title 36 (as a patriotic society).

The District adopts this policy as part of its effort to provide for the prompt and equitable resolution of complaints of discrimination. The District will promptly respond to reports of discrimination, ensure that all investigations are conducted within a reasonably prompt time frame and under a predictable fair grievance process that provides due process protections, and impose disciplinary measures and implement remedies when warranted.

Inquiries about this policy may be directed to the District's Civil Rights Compliance Officer(s) (CRCO(s)).

**Educational Services for Married/Pregnant Students**

The opportunity to participate in all of the programs and activities of the District will not be restricted or denied because of pregnancy, parenthood, or marriage. They are entitled to participate in all classes and extracurricular activities. Pregnant students will be provided with reasonable adjustments as needed to accommodate a student's pregnancy-related needs. Pregnant students are also entitled to the same services provided to students with other temporary medical conditions, including, as appropriate, temporary homebound instruction. Pregnant students may also choose to participate in any special education programs or classes available for pregnant students who are enrolled in the District.

~~Pregnant students will be encouraged to remain and participate in District programs. The forms of instruction provided to these students may include any or all of the following:~~

- ~~a) Remain in school with provisions for special instruction, scheduling, and counseling as needed;~~
- ~~b) Receive home instruction;~~
- ~~e) Attend BOCES programs.~~

~~—The Superintendent or designee, in consultation with student services staff, the school physician, and the student's personal physician, may make program modifications which are feasible and necessary to accommodate the special needs of these students.~~

(Continued)

## Instruction

**SUBJECT: EQUAL EDUCATIONAL OPPORTUNITIES (Cont'd.)****Reporting Allegations of Discrimination**

In order for the District to enforce this policy, and to take corrective action as warranted, it is essential that students who believe that they have been a victim of discrimination, as well as any other person who has knowledge of or witnesses any possible discrimination, immediately report the alleged conduct or incident. Reports of discrimination may be made orally or in writing to any District employee including, but not limited to, a teacher, building principal, or CRCO.

All District employees who witness or receive an oral or written report of discrimination must immediately inform the CRCO. Failure to immediately inform the CRCO may subject the employee to discipline up to and including termination. If the CRCO is unavailable, including due to a conflict of interest or other disqualifying reason, the report will be directed to another CRCO, if the District has designated another individual to serve in that capacity. If the District has not designated another CRCO, the Superintendent will ensure that another person with the appropriate training and qualifications is appointed to act as the CRCO.

Additionally, District employees must comply with reporting requirements in any other applicable District policy or document. Applicable policies or documents may include: Policy #3420 -- Non-Discrimination and Anti-Harassment in the District; Policy #3421 -- Title IX and Sex Discrimination; Policy #7550 -- Dignity for All Students; and the District's *Code of Conduct*.

**Grievance Process for Complaints of Discrimination**

The District will act to promptly, thoroughly, and equitably investigate all complaints, whether oral or written, of discrimination and will promptly take appropriate action to protect students from further discrimination.

Various District policies and documents address discrimination. These policies and documents may include: Policy #3420 -- Non-Discrimination and Anti-Harassment in the District; Policy #3421 -- Title IX and Sex Discrimination; Policy #7550 -- Dignity for All Students; and the District's *Code of Conduct*. All complaints will be handled in accordance with the applicable District policies and/or documents.

The determination as to which District policies and/or documents are applicable is fact specific, and the CRCO may work with other District staff such as the District's Title IX Coordinator(s) and/or Dignity Act Coordinator(s) (DAC(s)) to determine which District policies and/or documents are applicable to the specific facts of the complaint.

If an investigation reveals that discrimination has occurred, the District will take immediate corrective action as warranted. This action will be taken in accordance with applicable law and regulation, as well as any applicable District policy, regulation, procedure, collective bargaining agreement, third-party contract, or other document such as the District's *Code of Conduct*.

(Continued)

## Instruction

**SUBJECT: EQUAL EDUCATIONAL OPPORTUNITIES (Cont'd.)****Prohibition of Retaliatory Behavior (Commonly Known as "Whistle-Blower" Protection)**

The District prohibits retaliation against any individual because the individual made a report or complaint, testified, assisted, or participated or refused to participate in an investigation, proceeding, or hearing related to a complaint of discrimination.

Complaints of retaliation may be directed to the CRCO. If the CRCO is unavailable, including due to a conflict of interest or other disqualifying reason, the report will be directed to another CRCO, if the District has designated another individual to serve in that capacity. If the District has not designated another CRCO, the Superintendent will ensure that another person with the appropriate training and qualifications is appointed to act as the CRCO.

Where appropriate, follow-up inquiries will be made to ensure that the discrimination has not resumed and that those involved in the investigation have not suffered retaliation.

Age Discrimination Act of 1975, 42 USC § 6101 et seq.  
 Americans with Disabilities Act (ADA), 42 USC § 12101 et seq.  
 Equal Educational Opportunities Act of 1974, 20 USC § 1701 et seq.  
 Section 504 of the Rehabilitation Act of 1973, 29 USC § 790 et seq.  
 Title IV of the Civil Rights Act of 1964, 42 USC § 2000c et seq.  
 Title VI of the Civil Rights Act of 1964, 42 USC § 2000d et seq.  
 Title IX of the Education Amendments Act of 1972, 20 USC § 1681 et seq.  
 28 CFR Part 35  
 34 CFR Parts 100, 104, 106, 110, and 270  
 45 CFR Part 86  
 Civil Rights Law §§ 40, 40-c, and 47-b  
 Education Law §§ 10-18, 313, 2801, 3201, and 3201-a  
 New York State Human Rights Law, Executive Law § 290 et seq.  
 8 NYCRR § 100.2  
 9 NYCRR § 466 et seq.

NOTE: Refer also to Policies #3281 -- Use of Facilities by the Boy Scouts of America and Patriotic Youth Groups  
 #3410 -- Code of Conduct  
 #3420 -- Non-Discrimination and Anti-Harassment in the District  
 #3421 -- Title IX and Sex Discrimination  
 #7550 -- Dignity for All Students  
 #7551 -- Sexual Harassment of Students  
 District *Code of Conduct*

Adopted: 11/12/03  
 Revised: 10/28/08; 1/9/18;



## Instruction

**SUBJECT: SAFETY CONDITIONS AND PREVENTION INSTRUCTION**

The practice of safety will be considered an integral part of the instructional program through fire prevention, emergency procedures and drills, driver education, and traffic and pedestrian safety, a well-rounded education. Each principal will be responsible for the supervision of a safety program for his or her school. The safety program may include, but is not limited to, in-service training, plant inspection, fire prevention, accident recordkeeping, driver and vehicle safety programs, emergency procedures and drills, and traffic safety programs relevant to students, employees, and the community. The Board will provide inspections and supervision of the health and safety aspects of the school facilities. A well-rounded education contributes to student success. The District will strive to provide students with an education that will enable them to achieve and maintain a safe life.

**Acquired Immune Deficiency Syndrome (AIDS) Instruction in Health Education**

~~The Board will provide a~~ As part of its health education program ~~that includes~~, the District will provide appropriate instruction for all students concerning Acquired Immune Deficiency Syndrome (AIDS). Accurate information concerning the nature of the disease, methods of transmission, and means of prevention will be provided in an age-appropriate manner, will be consistent with community values, and will stress that abstinence is the most appropriate and effective premarital protection against AIDS.

A representative community advisory group consisting of appropriate school personnel, Board members, parents, religious representatives, and other community members will be established in order to make recommendations for curriculum content, implementation, and evaluation of an AIDS instructional program. The Board will determine the content of the curriculum, approve its implementation, and be responsible for the evaluation of the District's AIDS instruction program.

Appropriate training will be provided for instructional staff. Instructional materials will be provided to parents who request these materials.

No student will be required to receive instruction concerning the methods of AIDS prevention if ~~his or her~~ their parent or legal guardian files with the principal a written request that the student not participate in this instruction, with an assurance that the student will receive this instruction at home.

AIDS instruction in the elementary grades will be taught by the regular classroom teachers, while this instruction in the middle and high school grades will be a part of the required health education curriculum.

**Hands-Only ~~Cardio Pulmonary~~ Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) Instruction**

High school students will be provided instruction in hands-only ~~cardiopulmonary resuscitation~~ CPR and the use of an AED as part of the District's health education program. Standards for this instruction will be based on a nationally recognized instructional program that utilizes the most current guidelines for cardiopulmonary resuscitation and emergency cardiovascular care issued by the American Heart Association or a substantially equivalent organization, that are consistent with the requirements of the programs adopted by the American Heart Association or the American Red Cross, and that will incorporate instruction designed to:

- a) Recognize the signs of a possible cardiac arrest and to call 911;

(Continued)

## Instruction

**SUBJECT: SAFETY CONDITIONS AND PREVENTION INSTRUCTION (Cont'd.)**

- b) Provide an opportunity to demonstrate the psychomotor skills necessary to perform hands-only compression cardiopulmonary resuscitation; and
- c) Provide awareness in the use of an automated external defibrillator.

~~The Committee on Special Education or a Multidisciplinary Team, in accordance with Section 504 of the Rehabilitation Act, may determine, on an individual student basis, if a~~ A student with a disability may be exempted ~~should be excused~~ from the requirement for instruction in hands-only CPR and the use of AEDs if the student's individualized education program (IEP) or accommodation plan developed pursuant to Section 504 of the Rehabilitation Act of 1973 states that the student is physically or cognitively unable to perform the tasks included in the instruction.

**~~Substance Abuse – Prevention Instruction~~**

~~The Board recognizes the need to educate students on the hazards of alcohol, tobacco, and drug abuse. An educationally sequential health prevention program, utilizing, as appropriate, community, staff, and student input, will be developed to inform students of:~~

- ~~a) — Causes for substance abuse;~~
- ~~b) — Physical and psychological damage associated with substance abuse;~~
- ~~c) — Avoidance of alcohol, tobacco, and drugs; and~~
- ~~d) — Dangers of driving while under the influence of alcohol or drugs.~~

**~~Environmental Conservation Instruction~~**

~~The Board supports and encourages the development of a District-wide, articulated curriculum of environmental conservation integrated into other program disciplines.~~

**Conservation of Natural Resources**

Instruction relating to the conservation of the natural resources of New York State will be provided in accordance with law and regulation.

**Fire and Arson Prevention/Injury Prevention/Life Safety Education**

The Board directs the administration to provide instruction in fire and arson prevention, injury prevention and life safety education relating to protection against injury or death and property loss or damage as a result of criminally initiated or other preventable fire.

This instruction will include materials to educate children on the dangers of falsely reporting a criminal incident, an impending explosion or fire emergency involving danger to life or property, an impending catastrophe, or a life safety emergency. ~~The Board directs the administration to provide~~ This

instruction ~~for~~ will be given to all students for a period of at least 45 minutes during each month that school is in session.

**~~Student~~ Safety and Accident Prevention in the Schools**

Instruction in courses in technology education, science, home and career skills, health and safety, physical education, and art will include and emphasize safety and accident prevention.

(Continued)

## Instruction

**SUBJECT: SAFETY CONDITIONS AND PREVENTION INSTRUCTION (Cont'd.)**

Safety instruction will precede the use of materials and equipment by students ~~in applicable units of work~~ in the courses ~~listed above, , and i~~ Instructors will teach and enforce all safety procedures relating to the particular courses. These procedures will include wearing protective eye devices during appropriate activities.

**Eye Safety**

The Superintendent or designee will ensure that eye safety devices are distributed as necessary and that these devices are properly repaired, cleaned, and stored to prevent the spread of germs or diseases after individuals use them. Each classroom teacher is responsible for the safe and proper use of all instructional materials and equipment by students in ~~his or her~~ **their** classroom.

**~~Emergency Planning~~**

~~The District will maintain updated plans and operating procedures to be followed in the event of natural or manmade disasters or enemy attack. Students will be provided instruction to respond effectively in emergency situations.~~

**Instruction on Prevention of Child Abduction**

All students in grades K through 8 in District schools will receive instruction designed to prevent the abduction of children. This instruction will be provided by or under the direct supervision of regular classroom teachers and the Board will provide appropriate training and curriculum materials for the regular classroom teachers who provide this instruction. However, at the Board's discretion, this instruction may be provided by any other public or private agency.

The Commissioner of Education will provide technical assistance to assist in developing curricula for these courses of study which must be age appropriate and developed according to the needs and abilities of students at successive grade levels in order to provide awareness skills, information, self-confidence, and support to aid in the prevention of child abduction.

For purposes of developing these courses of study, the Board may establish local advisory councils or utilize the school-based shared decision making and planning committee established under the Commissioner's regulations to make recommendations concerning the content and implementation of these courses. Alternatively, the District may utilize courses of instruction developed by consortia of school districts, boards of cooperative educational services, other school districts, or any other public or private agency. The advisory council will consist of, but not be limited to, parents, school trustees and Board members, appropriate school personnel, business and community representatives, and law enforcement personnel having experience in the prevention of child abduction.

**Instruction on Prevention of Child Sexual Exploitation and Child Sexual Abuse**

All students in grades K through 8 in District schools will receive instruction designed to educate students, parents, teachers, and other school personnel about the prevention of child sexual exploitation

and child sexual abuse. This instruction may be included as part of the District's health education program.

(Continued)

## Instruction

**SUBJECT: SAFETY CONDITIONS AND PREVENTION INSTRUCTION (Cont'd.)**

Curriculum addressing this topic will be developed in consultation with school counselors, school social workers, school psychologists, parents, and community members. The curriculum will be designed to:

- a) Assist students, parents, teachers, and other school personnel in identifying child sexual abuse and child sexual exploitation;
- b) Provide awareness, assistance, referral, and resource information for students and families who are victims of child sexual abuse and/or child sexual exploitation; and
- c) Be aligned to grade objectives prescribed by the Commissioner in guidance.

**Instruction on Child Development and Parenting Skills**

Instruction regarding child development and parenting skills may be offered by the District as part of either its home economics or health education program. ~~The curriculum will include instruction on the consequences and prevention of shaken baby syndrome, which may include the viewing of a video presentation for students in secondary schools.~~

~~Education Law §§ 409, 409-a, 807, 807-a, and 906  
8 NYCRR Part 136 and § 141.10~~

~~AIDS Instruction:~~

~~-8 NYCRR §§ 135.3(b)(2) and 135.3(e)(2)~~

~~Cardiopulmonary Resuscitation and Automated External Defibrillators:~~

~~-Education Law §§ 804-C and 804-D; 8 NYCRR § 100.2(e)(11)~~

~~Civil Preparedness:~~

~~-New York State Office of Disaster Preparedness~~

~~Fire and Arson/Injury Prevention/Life Safety:~~

~~-Education Law § 808~~

~~-8 NYCRR § 100.2(e)(6)~~

~~Prevention of Child Abduction:~~

~~-Education Law § 803-a~~

~~Student Safety:~~

~~-Education Law § 808~~

~~-8 NYCRR §§ 107 and 155~~

~~Instruction on Child Development and Parenting Skills~~

~~-Education Law § 804-B~~

Education Law §§ 409-a, 803-a, 803-b, 804-b, 804-c, 804-d, 808, 810, and 3204  
8 NYCRR §§ 100.2(c), 135.3, and 141.10

NOTE: Refer also to Policies #3410 -- Code of Conduct on School Property  
#7320 -- Alcohol, Tobacco, Drugs, and Other Substances  
District *Code of Conduct*

Adopted: 1992  
Revised: 1/9/18;



**SUBJECT: INSTRUCTION IN CERTAIN SUBJECTS**

Generally, the Board has the authority to prescribe the course of study in the schools of the District. However, there are general curriculum areas and specific topics in which the District must prescribe instruction. All students in the District will receive instruction in accordance with any applicable laws and regulations.

**Driver Education**

A driver education course may be offered under the conditions set forth by the New York State Education Department.

**Gifted and Talented Students**

The Board may provide appropriate educational programs for students identified as being gifted and talented. Administrative procedures for identifying Gifted and Talented Students and programming will be developed.

**Physical Education Class**

All students, except those with medical excuses, will participate in physical education in accordance with the Commissioner's regulations, which require that all students attend and participate in physical education as follows:

- a) All students in grades K through 3 shall participate in a daily program for a minimum of 120 minutes per week. All students in grades 4 through 6 shall participate in a program three times per week for a minimum of 120 minutes per week. The minimum time devoted to such programs (K through 6) ~~shall be at least 120 minutes in each calendar week, is~~ exclusive of any time that may be required for dressing and showering.
- b) Pupils in grades 5 through 6 that are in a middle school shall will participate in the physical education program a minimum of three periods per calendar week during one semester of each school year and two periods during the other semester, or a comparable time each semester if the school is organized in other patterns.
- c) All secondary students (in grades 7 through 12) shall have the opportunity for regular physical education, but not less than three times per week in one semester and two times per week in the other semester ~~or for a comparable time each semester if the school is organized in other patterns.~~ For students in grades 10 through 12 only a comparable time each semester shall be provided ~~if the school is organized in other patterns or~~ if students have demonstrated acceptable levels of physical fitness, physical skills and knowledge of physical education activities in extra-class programs or out-of-school activities approved by the physical education staff and the school administration.

(Continued)

**SUBJECT: INSTRUCTION IN CERTAIN SUBJECTS (Cont'd.)**

- d) For grades K through 12, a district may provide an equivalent program as approved by the Commissioner of Education.

An excuse from physical education class may be accepted from a licensed physician for medical reasons or a licensed chiropractor for conditions of the spine.

Any student ~~whose condition precludes participation in a regular program~~ who is temporarily or permanently unable to participate in the regular program of physical education will be provided with adaptive physical education ~~approved by the Commissioner of Education~~ that meets their particular needs.

**Health and Mental Health Education**

The District's health education program recognizes the multiple dimensions of health by including instruction related to:

- a) Mental health;
- b) The relation of physical and mental health;
- c) ~~The misuse and abuse of~~ alcohol, tobacco, and other drugs; and
- d) The prevention and detection of certain cancers.

This instruction will enhance student understanding, attitudes, and behaviors that promote health, well-being, and human dignity.

Health education programs provided by the District will be designed according to the needs and abilities of the students at successive grade levels in accordance with applicable laws and regulations.

Education Law ~~Article 90~~ and §§ 803, 804, 806-a, 1709, and 3204

~~Education Law Article 90~~

8 NYCRR Part 142 and §§ 100.2(c), 107.2, 135.1, 135.3, and 135.4, ~~and 142~~

**SUBJECT: HOME INSTRUCTION (HOME SCHOOLING)**

The District will attempt to cooperate with parents who wish to provide home schooling for their children realizing that the child who is educated at home should receive an education in a manner consistent with an educational plan and at least substantially equivalent to that given to students of like age and attainments in the local public schools. The required subjects should be taught in a competent, systematic, and sequential manner, specifically in relation to the required courses set forth in Commissioner's regulation Section 100.10.

Primary responsibility for determining compliance with Commissioner's regulations addressing home instruction rests with the Superintendent of the school district in which a home-instructed student resides.

**Provision of Services to Home-Instructed Students**Home-Instructed Students

Home-instructed students are not awarded a high school diploma. A high school diploma may only be awarded to a student enrolled in a registered secondary school who has completed all program requirements set by the Board of Regents or the District.

a) Extracurricular Participation

Students instructed at home are not eligible to participate in interscholastic or intramural sports. Commissioner's regulations mandate that only students enrolled in the public school are allowed to participate in or intramural interscholastic sports. Further, the District *does not* permit home-instructed students to participate in any extracurricular activities.

b) Textbooks and Materials

The District is not required to loan available textbooks and other materials (e.g., library materials, microscopes, computer software, eTextbooks, and movie projectors).

The District will not provide such textbooks and other materials to the extent available to home-instructed students.

c) Health Services

The District is not required to furnish health services.

d) Remedial Programs

The District is not responsible for providing remedial programs.

(Continued)

**SUBJECT: HOME INSTRUCTION (HOME SCHOOLING) (Cont'd.)**e) Career and Technical/Gifted Education

The District is not authorized to provide Occupational and Vocational Education programs (career and technical education) nor programs for the gifted to home-instructed students.

f) Special Education Services

Solely for the purpose of Education Law Section 3602-c, home-instructed students with disabilities are deemed to be students enrolled in and attending a nonpublic school, which enables them to receive special education services, as well as to be included for computation of state aid for such education by the District.

The Committee on Special Education (CSE) will develop an Individualized Education Services Program (IESP) for the student. The IESP will be developed in the same manner and with the same content as an IEP. The Board will determine a location where special education services are to be provided to a home-instructed student. This location may, but is not required to be, in the student's home.

g) Use of School Facilities

Students instructed at home will not be allowed to use school facilities, except as provided for community organizations in Policy #3270 -- Use of School Facilities, Materials and Equipment.

Education Law Sections 3204, 3205, 3210(2), 3212(2), 3240-42, 3602-c and 4402  
8 New York Code of Rules and Regulations (NYCRR)  
Sections 100.10, 135.4(c)(7)(ii)(b)(2) and 200.2(a)

Adopted: 1992

Revised: 11/12/03; 1/9/07; 1/9/18;

# Claims Audit Report NRW Warrant 64 05-31-23

## Summary of findings:

I checked all transactions in Warrant 64 all good.

No Findings

May 30, 2023 04:29:30 pm		North Rose-Wolcott Central School Dist				Page 13
Warrant Report Fiscal Year: 2023 Warrant: 0064-Payables 05/31/2023						
P.O. Number	Account	Description	Trans/Payment	Invoice Amt. For This Check	Payment Amt.	Check Number Check Date
Total for assigned computer checks					660,651.22	
Total for unassigned payments					0.00	
Total for manual checks					0.00	
Total for electronic transfers (manual)					0.00	
Certified warrant amount					660,651.22	
Total of credits associated with cash replacement checks issued					0.00	
Total for Warrant Report					660,651.22	
Net Disbursement by Fund - All Payments						
Fund Summary						
A						\$ 469,405.53
F						16,076.32
H						175,169.37
Total for All Funds						\$ 660,651.22
Bank Account Summary	Computer Checks	Cash Replacement	EFT's	Transactions		
LYONS BANK GENERAL F	47 Checks (146754-146800)	0	0	55	\$ 469,405.53	
LYONS BANK SPECIAL A	5 Checks (003048-003052)	0	0	5	16,076.32	
H-CAPITAL FUND CHEC	4 Checks (000913-000916)	0	0	4	175,169.37	
Total for All Computer Checks					\$ 660,651.22	

I hereby certify that I have audited the claims for the 56 checks and 0 electronic disbursements above, in the total amount of \$ 660,651.22. 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.

5/31/23  
Date Claims Auditor

WRWCap Ver. 23.05.22.2141 \*\* Vendor fiscal year to date amounts include payments on this warrant. Totals exclude expenses for prior year payables.

Russell Harris  
585-738-0321