

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## REGULAR MEETING

6:00 p.m.

## MINUTES

**TUESDAY, FEBRUARY 10, 2015**

**BENNETT SCHOOL**

### **1. Opening Items**

- 1.01 Call to Order 6:00
- 1.02 Tobacco Policy Statement
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

Present: Trustee Kurnit, Trustee Moor, Trustee Davis, Trustee Schnell

Not Present: Trustee Fletcher, Trustee Osmond, Trustee McGillicuddy

### **2. Executive Session**

- 2.01 Enter executive session (proposed 6:00 duration 1 hour 15 min)

*Recommended Action:* Motion to enter into executive session to discuss the Contract of the Superintendent and tenure recommendations

Motioned: Trustee Moor

Seconded: Trustee Davis

Result: Unanimous

Yea: Trustee Kurnit, Trustee Moor, Trustee Davis, Trustee Schnell

Not Present: Trustee Fletcher, Trustee Osmond, Trustee McGillicuddy

### **Now Present**

Trustee McGillicuddy arrived at approximately 6:05

- 2.02 Exit Executive Session and Return to Public Session (proposed 7:15 pm)

*Recommended Action:* Motion to exit executive session and return to public session at approximately 7:35

Motioned: Trustee McGillicuddy

Seconded: Trustee Davis

Result: Unanimous

Yea: Trustee Kurnit, Trustee Moor, Trustee Davis, Trustee Schnell, Trustee McGillicuddy

Not Present: Trustee Fletcher, Trustee Osmond

### **3. Acceptance of Minutes**

- 3.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the 1/28/15 BOE meeting

Motioned: Trustee McGillicuddy

Seconded: Trustee Moor

Result: Unanimous

Yea: Trustee Kurnit, Trustee Moor, Trustee Davis, Trustee Schnell, Trustee McGillicuddy

Not Present: Trustee Fletcher, Trustee Osmond

#### 4. Welcome

4.01 Bennett Principal, Gabriel Buono will welcome the Board (proposed 7:20 duration 10 min)

- Full report and presentation on School Culture and Climate once data is in on the National School Culture and Climate survey
  - 95% have taken survey
    - 70% school personnel
      - Mulligan Bus drivers did not come for survey
    - 34% parents
      - 30% is NSCC's target for parents to complete survey
- 5<sup>th</sup> grade is taking time this week and next week to work on special projects for Project Based Learning
  - Preparing for Gumbo with Ric Orlando
  - Going to KZE – Jazz band playing live on the radio
    - Preparing for performance on 2/17/15
  - Creating placemats for Gumbo and using them for math concepts
- 5<sup>th</sup> grade going to Ashokan Field Campus
- Student Government teamed with Magic Foundation for Dodgeball Tournament
  - All games will take place Friday night
- Starting session 4 of after school activities

#### Discussion:

- Survey data will be available in 2-3 weeks, NSCC will come with: climate implementation roadmap, best practices, learning center, reading and assessments, roles and responsibilities
  - They are data driven by survey results, parents and staff have expressed frustration with number of questions and repetitive questions

#### 5. Board District News

5.01 The Board will announce District news (proposed 7:30)

Trustee McGillicuddy reported:

- GEA petition discussed at UCSBA meeting Thursday
  - Sending letters and petition to Representatives and Governor
- Attending Lobby Day in March to meet with Legislators
- Senator Seward proposed a bill regarding elimination of the GEA
- Paul Jenkins, Superintendent from Glens Falls, who had a successful change to later start time for their Middle and High Schools will come to the next Board meeting (2/24/15 at Phoenicia)
  - Forum from 7 -8 pm for public to ask questions
  - Later start time committee members to be invited
- "Reclaiming Public Education" workshop by Bennett PTA discussing High Stakes Testing
  - R.O.O.T initiative asking parents to refuse State Assessments

Trustee Kurnit

Visited Phoenicia with Trustee Schnell – toured building and visited classes

**6. Superintendent District News**

6.01 The Superintendent announce District news (proposed 7:35)

- District Comprehensive Planning Team on Later MS/HS Start Times has not met due to the weather and other circumstances
  - Next meeting 2/23/15
- Vision 21 Program was phased out due to lack of enrollment
  - Ran this year with 11 students
  - Technology now integrated into all classes
- Superintendent Coffee Chat 6-7pm Thurs. 2/19/15 at the Central Administration Conference Room

**7. Student Representative Report**

7.01 Student Representative Mary Sorich will report to the Board (proposed 7:40)

- Human Rights Club had first meeting today
  - Issues relatable to young people
  - Club will raise awareness of tragedies around the world
- Student Government survey took Board's advice and changed survey
  - Input most appreciated
  - Important to dispel rumors that activities will be cancelled
  - 2 additional questions on students' work schedules suggested by District Comprehensive Planning Team on Later MS/HS Start Times
  - English teachers will read preamble to students and give survey
- 2 new positions
  - Jr. president
  - Correspondent to Task Force on Testing Reduction
    - Felt attending the meeting was productive

Discussion:

- The order of survey questions can change outcome i.e. support before concerns

**8. Acknowledge Public Be Heard Comments**

8.01 The Board will acknowledge the public be heard comments from the last meeting  
No comments were made at the last meeting

**9. Public/Student Comment**

9.01 The public and students may comment on any agenda or non agenda item. Please limit comments to 3 minutes (proposed 7:45 duration 10 min or more)  
No comment was made

**10. Presentations**

10.01 2015-2016 Budget Presentation and Discussion Proposed 7:55 duration 30 min)  
8:00

Assistant Superintendent for Business Victoria McLaren presented:

- Very early to confirm staffing
- Don't have actual CPI to determine transportation increase
- Won't have projections for ERS and TRS until the spring
- Health insurance increase is projected
- State Aid runs not received yet

- Estimate sent by Senate Finance Committee that does not include Foundation Aid or Gap Elimination Adjustment changing
- Projection is within \$25,000 of current aid
- Went over tax levy cap calculation
  - Not used carryover from years with 0% increase
    - 3.34% is maximum allowable increase in levy with simple majority of voters with carryover
    - 1.79% is maximum allowable increase with simple majority of voters without carryover
- Fund balance projection
  - Total Fund Equity as of 6/30/14 = \$12,960,535
    - Reserve Funds: \$6,796,849
    - Appropriated Fund Balance: \$3,475,438
    - Encumbrances: \$108,191
    - 4% Unappropriated Fund Balance: \$2,075,045
  - Current Year Revenue Projection 48,581,863; Expense Projection \$48,193,286
  - Total Equity Projection for 6/30/15 is \$13,559,094
    - Potential Allocation:
      - Reserve Funds: \$7,301,861
      - Remaining Fund Balance: \$6,257,233
      - \$450,000: Estimated encumbrances
      - \$43,976: Additional to be added to Tax Certiorari Reserve
      - \$2,000,000: Appropriated fund balance to offset tax levy for 2015-2016
      - \$2,093,126: Allowable 4% unappropriated fund balance to be retained
      - \$920,131: Remaining unappropriated fund balance available for allocation
        - Can be utilized to increase the funds appropriated to offset the levy or added to other reserves such as the Repair Reserve
- Went over staffing considerations:
  - New ESL teachers are needed because of new Commissioner Regulations
  - Still need to discuss Library Media Specialist and Director of Technology
  - Behavioral Intervention Assistant was absent for 3 months, and program worked well with a psychologist
    - Many Districts insist that BIA is a psychologist
- Voters approved Smart Schools Bond Act
  - Onteora allocation is \$870,557 for purchasing educational technology equipment and facilities
- Next steps:
  - OTA members retirement deadline is 3/1/15, which may change budget
  - Discuss with Board of Education the expectations related to the tax levy increase for 2015-2016

Superintendent Phyllis McGill reported that a sub-committee met today to go through

audit reports, technology committee meetings also to go through reports to create next steps

Discussion:

- Technology committee as broadened to others on committee
  - Have not discussed parent involvement in committee
- Reserve Funds is setting aside money for future known or potential items that can be legally justified
  - For example: Tax Cert Reserve for active claims/litigations
  - Employee Unemployment Liability – can fund all employee leave time
  - Repair reserve needs public hearing to spend money
- Governor is holding schools' state aid until certain conditions are met
  - Supposed to announce State Budget by 4/1/15

## 11. Discussion

11.01 The Board will discuss District Core Values (proposed 8:25 duration 10 min)  
8:25

- Board members should work on core values alone then come together with formulated ideas
  - All near-future Board meetings set with speakers and the discussion may take a good amount of time
- Discussion on putting to public as is and get comment or to make them more succinct before getting feedback
- Discussion on asking the community for 6 words that capture the core values of the District
  - Consensus to give to Communications Committee and report at the next Board meeting
  - PTAs to ask their membership

## 12. Discussion and Possible Action

12.01 Memorandum of Agreement between the Onteora Administrators Association and OCSD (proposed 8:35)

8:40

*Recommended Action:* The Board of Education hereby approve the MOA between the Onteora Administrators Association and the Onteora Central School District extending the Collective Bargaining Agreement for a period of three years.

Motioned: Trustee Davis

Seconded: Trustee Moor

Result: Unanimous

Yea: Trustee Kurnit, Trustee Moor, Trustee Davis, Trustee Schnell, Trustee

McGillicuddy

Not Present: Trustee Fletcher, Trustee Osmond

12.02 Approve Memorandum of Agreements #s 02102015A and 02102015B between the Onteora Teachers Association and OCSD (proposed 8:40)

*Recommended Action:* The Board of Education hereby approves MOA # 02102015A and 02102015B regarding the creation of stipend positions for a Human Rights Club Advisor and a Girls Golf Team Coach

Motioned: Trustee Moor

Seconded: Trustee Davis

Superintendent Phyllis McGill reported that the clubs are created and then posted and stipends will be awarded at a future Board Meeting

Student Representative Mary Sorcich commented that the Human Rights club has enthusiasm and teaches tolerance

Result: Unanimous

Yea: Trustee Kurnit, Trustee Moor, Trustee Davis, Trustee Schnell, Trustee McGillicuddy

Not Present: Trustee Fletcher, Trustee Osmond

### 13. Policies

#### 13.01 First Reading of Policy 5661 Health and Wellness (proposed 8:45)

- Health and Wellness Policy took many meetings to revise this policy
  - Created with input from both H & W and Policy committees
- H & W Co-Chairs Christine Downs Michael Carney met with Policy Committee this week to finalize

#### SUBJECT: DISTRICT HEALTH & WELLNESS POLICY

##### Health & Wellness Committee

The District is committed to creating school environments and experiences that establish healthful eating and daily physical activity opportunities that promote and protect students' mental, emotional and physical health. This commitment fosters an optimal learning and work climate, and takes into account the social and emotional well-being of all those in the school District.

The District established a Health & Wellness Committee (hereafter called the Committee) which will have as one of their tasks to participate in the development, implementation and periodic review and update of the school Health and Wellness Policy (hereafter called the wellness policy). The District will establish and maintain a School Wellness Committee that will have participation from parents/guardians, students, director of school lunch/breakfast programs, school and district administrators, school nurses, medical community members, district health coordinator, health/physical education and/or family and consumer science teachers, social workers/psychologists/guidance counselors and registered dietician, BOE members and the general public.

##### Local School Wellness Policy Leadership

The District delegates one or more school official(s) to ensure that each school complies with the school wellness policy. The position of the school officials responsible for the oversight of the wellness policy are identified within the policy.

##### Policy Implementation, Monitoring Review and Update; Public Notification

~~An annual progress report, School Wellness Report Card, is developed to inform and update the public about the policy and includes: website address for the policy and/or how the public can access a copy; description (on) of each school's progress in meeting the policy goals; a summary of each school's wellness events/activities; name, position and contact information of the designated school official to lead/coordinate the wellness team; and information on how the public can get involved with the wellness team. This report will be provided to the school board, distributed to the Committee and made available to the public. The Wellness Committee may assist the district in constructing a methodology for measurement of progress.~~

~~A triennial assessment includes the extent to which District schools are in compliance with the Policy and a description of the progress made in attaining the goals of the Policy. This assessment is made available to the public.~~

The Committee shall conduct an annual assessment that includes the extent to which District schools are in compliance with the Policy and a description of the progress made in attaining the goals of the Policy. This assessment is made available to the public.

School food service staff will ensure compliance with nutrition policies within school food service areas and will report on this matter to the superintendent or if done at the school level, to the school principal. The Wellness Committee serves as a resource to schools for implementing the wellness policy.

~~???The Committee will assess current activities, services, and programs; identify specific areas of need for improvement; and provide/recommend mechanisms for evaluation, revision, and implementation of same.~~

#### Goals to Promote Student Wellness

The District will provide nutrition promotion and education, physical education and other school-based activities to foster lifelong habits of healthy eating and physical activity, and will establish linkages between health education and school meal programs. Taking into account the parameters of the School District (academic programs, annual budget, staffing issues, and available facilities) as well as the community in which the District is located (the general economy; socio-economic status; local tax bases; socio-cultural and religious influences; geography; and legal, political and social institutions) the Committee recommends the following District goals:

##### a. Environmental Health

The goal is to provide a healthy physical environment free of harmful products and materials.

##### b. Health Education

The District will provide students with instruction in a general Health Education curriculum as mandated by the New York State Department of Education.

##### c. Mental Health (Education and Services)

The District provides a school community which values positive mental health and behavioral health, encourages everyone to seek help when they need it, promotes good mental health prevention and responds to mental health needs.

##### d. Nutrition (Guidelines)

i. Guidelines: The goal is to promote student health and reduce childhood obesity by ensuring that all foods and beverages provided to students meet or exceed the USDA Nutrition Standards for School Meals and are consistent with the nutrition standards for competitive foods which meets the Smart Snacks in School nutrition standards for all foods sold in school outside the school meals programs under the Healthy Hunger-Free Act of 2010.

##### ii. (Nutritional) Promotion/ (Nutrition) Education

The District will provide nutrition promotion and education to influence lifelong eating behaviors in a positive manner by encouraging healthy nutrition choices.

Nutrition education teaches behavior-focused skills offered as part of a comprehensive, standards-based program designed to provide students with knowledge and skills necessary to promote their health and make positive food and nutrition choices. Education is integrated into various subject areas and nutrition topics within the comprehensive health education curriculum at every grade level. These concepts will also be reinforced during classroom snack times to encourage adoption of healthy eating habits and other nutrition-related behaviors conducive to health and well-being.

Nutrition promotion encourages students to participate in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) and includes marketing and advertising of nutritious foods and beverages through a comprehensive and multi-channel approach by staff and teachers.

##### iii. Nutritional Values of Foods and Beverages

All foods and beverages sold, served, marketed or advertised at school will meet the nutrition guideline requirements of the USDA Nutrition Standards in the National School Lunch and School Breakfast Programs and the Smart Snacks in Schools Standards.

##### e. Physical Education & Activity

The District will provide opportunities, support, and encouragement for every student to: regularly participate in physical activity; develop the knowledge and skills for specific physical activities; maintain physical fitness; reduce sedentary time; learn about cooperation, fair play, responsible and safe participation that meets the needs of all students; and gain an appreciation for lifelong physical activity through a healthy lifestyle. ~~regularly participate in physical activity; and understand the short-term and long-term benefits of a physically active and healthy lifestyle.~~

Opportunities for physical activities are provided outside of physical education for every grade level.

A written Physical Education curriculum/program for each grade level has been developed and kept on file with the Director of Physical Education and shall meet National Association of Sport and Physical Education (NASPE) and New York State Learning Standards.

f. **Other School-based Activities**

The District will establish a school environment that presents consistent messages that are conducive to healthy eating, physical activity, and social and emotional wellness for all.

**NOTE:** The regulation that accompanies this policy outlines the procedures for accomplishing these wellness policy goals.

Section 203, 204 and 208 of the Healthy, Hunger-Free Kids Act of 2010 (Public Law 111-296) including Smart Snacks in Schools Nutrition Standards, <http://www.fns.usda.gov/healthierschoolday/tools-schools-focusing-smart-snacks>

Child Nutrition and WIC Reauthorization Act of 2004 Public Law Section 108-265 Section 204 Richard B. Russell National School Lunch Act 42 United States Code (USC) Section 1751 et seq.

Child Nutrition Act of 1966

42 United States Code (USC) Section 1771 et seq.

7 Code of Federal Regulations (CFR) Section

210.10 [http://www.access.gpo.gov/nara/cfr/waisidx\\_05/7cfr210\\_05.html](http://www.access.gpo.gov/nara/cfr/waisidx_05/7cfr210_05.html)

District Policy 5660

Administrative Regulation 5661-R Adopted: 11/1/12 - Amended / /2014

13.02 Second Reading and Adoption of Policy 7619 Time Out Rooms (proposed 8:50)

*Recommended Action:* The Board of Education hereby adopts Policy 7619 as written

Motioned: Trustee Moor

Seconded: Trustee Schnell

- PPS Director Cynthia Bishop will be drafting a regulation for this policy
- The policy has been reviewed by the State and by the attorneys

Result: Unanimous

Yea: Trustee Kurnit, Trustee Moor, Trustee Davis, Trustee Schnell, Trustee McGillicuddy

Not Present: Trustee Fletcher, Trustee Osmond

Students SUBJECT: USE OF TIME OUT ROOMS

The Board of Education recognizes that a time out room may be an effective method of behavior intervention for some students. A time out room is an area for a student to safely deescalate, regain control and prepare to meet expectations to return to his/her educational program.

The Board recognizes the use of time out rooms only in conjunction with ~~aa therapeutic~~ ~~bBehavior~~ Intervention management program Plan (BIP). However, students without a BIP may be permitted to use time out rooms in unanticipated situations that pose an immediate concern for the physical safety of the student or others. A student ~~who violates the disciplinary code and~~ whose behavior ~~management program plan~~ permits the use of such a room may be assigned time out by appropriate school staff, including but not limited to the school administration, ~~or~~ faculty and or related service providers, as documented on the ("BIP") and Individualized Education Program ("IEP").

~~Faculty and school administrators~~ Staff who may be called upon to implement the use of the time out room will be trained annually on the use of the time out room and related behavior ~~management intervention~~ practices ~~annually~~.

~~The amount of time a student will need to be in a time out room will vary with the student's age, individual needs and behavior management plan. To ensure a student's safety, staff will be assigned to monitor the time out room while in use. The monitor shall also record such data the District deems necessary to assess the effectiveness of the time out procedure.~~

Use of the time out room will be specified as an intervention on the student's BIP and IEP, with specific number of minutes permitted. The student, parents/guardians, and staff will meet to develop the BIP together, and will agree on use of the time out room as an intervention.

Parents or guardians will be informed by the Building Principal prior to the initiation of a behavior intervention program. All parents/guardians will be provided with a copy of the District's policy on time out rooms. Upon request, parents/guardians will be shown the physical space that is used for time out.

Except as provided pursuant to 8 New York Code of Rules and Regulations (NYCRR) Section 200.22(c) as referenced below, the School District shall not employ the use of time out rooms as a means of regulating student behavior.

Pursuant to Commissioner's Regulations, a time out room is defined "as an area for a student to safely deescalate, regain control and prepare to meet expectations to return to his/her education program." If a time out room is to be used, it must be used in conjunction with a behavioral intervention plan (that is designed to teach and reinforce alternative appropriate behaviors) in which a student is removed to a supervised area in order to facilitate self-control or when it is necessary to remove a student from a potentially dangerous situation and for unanticipated situations that pose an immediate concern for the physical safety of a student or others.

The District has adopted and implemented the following policy and procedures governing school use of time out rooms as part of its behavior management approach consistent with Commissioner's Regulations, including the physical and monitoring requirements, parental rights and individualized education program (IEP) requirements for students with disabilities.

At a minimum, the use of time out rooms shall be governed by the following rules and standards:

a) The District prohibits placing a student in a locked room or space or in a room where the student cannot be continuously observed and supervised. The time out room shall be unlocked and the door must be able to be opened from the inside. The use of locked rooms or spaces for purposes of time out or emergency interventions is prohibited. Staff shall continuously monitor the student in a time out room. The staff must be able to see and hear the student at all times.

~~Under no circumstances shall a time out room in a school program be used for seclusion of the student, where the term "seclusion" is interpreted to mean placing a student in a locked room or space or in a room where the student is not continuously observed and supervised.~~

b) Factors which may precipitate the use of the time out room:

Imminent or significant behavior that is unsafe for that student or others.

c) Time limitations for the use of the time out room:

1. Time limitations will be documented on the student's BIP and IEP. Once a student is calm and in control, the student is given an opportunity to leave time out. ~~One (1) incident of two (2) hour's duration in the time out room will result in calling the parent or caregiver and reviewing the options. This will also result in the need for an update to the BIP.~~

Further, a student's IEP shall specify when a behavioral intervention plan includes the use of a time out room for a student with a disability, including the maximum amount of time a student will need to be in a time out room as a behavioral consequence intervention as determined on an individual basis in consideration of the student's age and individual needs.

School administration or other personnel shall be notified in the event a student is placed in a time out room for excessive amounts of time; and such information shall be considered when determining the effectiveness of the student's behavioral intervention plan and the use of the time out room for the student. Whether the student requires a debriefing following the use of a time out room shall be left to the ~~staff~~ staff knowledgeable about the individual student and consistent with the student's behavioral intervention plan BIP and IEP. ~~and consistent with the student's behavioral intervention plan and IEP.~~

d) Staff training on the policies and procedures related to the use of time out rooms shall include, but not be limited to, the following measures:

1. The Director of Pupil Personnel Services in conjunction with the Building Principals shall be responsible to the Superintendent for establishing administrative practices and procedures for training all District personnel responsible for carrying out the provisions of Commissioner's Regulations relating to the use of time out rooms, including members of the Committee on Special Education (CSE) and Committee on Preschool Special Education (CPSE).

2. The Therapeutic Crisis Intervention (TCI) training is provided for each staff member and updated once every school year, including procedures related to the use of time out rooms. Training on the Time Out Policy is included in the TCI training. Debriefing is provided to staff and student after every use of the time out room.

e) Data collection to monitor the effectiveness of the use of time out rooms:

1. District schools shall establish and implement procedures to document the use of time out rooms, including information to monitor the effectiveness of the use of the time out room to decrease specified behaviors. Such data would be subject to review by the State Education Department (SED) upon request.

2. Such data collection should appropriately include, but is not limited to, the following information:

- (a) The student's name and date of birth;
- (b) A record for each student showing the date and time of each use of the time out room;
- (c) A detailed account of the antecedent conditions/specific behavior that led to the use of the time out room;
- (d) The amount of time that the student was in the time out room; and
- (e) Information to monitor the effectiveness of the use of the time out room to decrease specified behaviors which resulted in the student being placed in the room.
- f) Information to be provided to parents.

The School District shall inform the student's parents prior to the initiation of a behavioral intervention plan that will incorporate the use of a time out room for a student, and shall give the parent the opportunity to see the physical space that will be used as a time out room and provide the parent with a copy of the school's policy on the use of time out rooms.

Additionally, parents should be notified if their child was placed in a time out room. Minimally, whenever a time out room is used as an emergency intervention pursuant to Commissioner's Regulations Section 200.22(d), the parent shall be notified of the emergency intervention. Such notification will be provided the same day whenever possible.

The parent is a member of the CSE and the use of a time out room must be included on the student's IEP. The parent receives prior notice as to the recommendations on a student's IEP and may request due process in the event the parent does not agree with the CSE recommendations.

Parent reports of alleged inappropriate interventions used in a time out room should be directed to school administrators.

#### Physical Space Used as a Time Out Room

The physical space used as a time out room must meet certain standards.

- a) The room shall provide a means for continuous visual and auditory monitoring of the student.
- b) The room shall be of adequate width, length and height to allow the student to move about and recline comfortably.
- c) Wall and floor coverings should be designed to prevent injury to the student, and there shall be adequate lighting and ventilation.
- d) The temperature of the room shall be within the normal comfort range and consistent with the rest of the building.
- e) The room shall be clean and free of objects and fixtures that could be potentially dangerous to a student and shall meet all local fire and safety codes.

Education Law Sections 207, 210, 305, 4401, 4402, 4403, and 4410

8 New York Code of Rules and Regulations (NYCRR) Sections 19.5, 200.1, 200.4, 200.7, 200.22, and 201.2

#### 13.03 First Reading of Policy 3280 Facilities Use by Community (proposed 8:55)

- Several Board members voiced interest in seeing the assets (public spaces, auditorium, etc.) of District used for community
- Outside organizations that would like to utilize spaces can bring revenue to school
- Revised policy to permit greater utilization of assets to be consistent with to districts' policies, mission and vision
- Reviewed by council
- Changed from Superintendent to Assistant Superintendent for Business since that is more consistent with the role
- Need to revise fee schedule
- Check on this sentence: "Polling places for holding primaries and elections, for the registration of voters and for holding political meetings"
  - Discuss in Policy Committee and report back to the Board
  - Need to ask council before next policy meeting, if possible

While the district's school buildings and grounds are maintained primarily for the purpose of educating students within the district, the Board of Education recognizes that the buildings and grounds are a valuable community resource and believes that this resource should be available to the community for specific uses that will not interfere with educational activities and do not conflict with the District's policies, vision, and mission. This policy is intended to identify the uses that community groups may make of those facilities.

#### Permitted Uses

District facilities may be used for the purposes listed below, subject to the conditions and restrictions set forth in this policy.

- A. Instruction in any branch of education, learning or the arts.
- B. Public library purposes, subject to provisions of the Education Law, or as stations of public libraries.
- C. Social, civic and recreational meetings and entertainments, or other uses pertaining to the welfare of the community so long as such uses are non-exclusive and open to the general public.
- D. Meetings, entertainment and occasions where admission fees are charged, when the proceeds are to be spent for an educational or charitable purpose.
- E. Polling places for holding primaries and elections, for the registration of voters and for holding political meetings. Check on this
- F. Civic forums and community centers.
- G. Recreation, physical training and athletics, including competitive athletic contests of children attending a private, nonprofit school.
- H. Child-care programs when school is not in session, or when school is in session for the children of students attending schools of the district and, if there is additional space available, for children of employees of the district.
- I. Graduation exercises held by not-for-profit elementary and secondary schools, provided that no religious service is performed.

#### Prohibited Uses

Any use not permitted by this policy is prohibited. In addition, the following uses are specifically prohibited.

- A. Meetings sponsored by political organizations.
- B. Meetings, entertainments and occasions that are under the exclusive control of and the proceeds are to be applied for the benefit of a society, association or organization of a religious sect or denomination or of a fraternal, secret or exclusive society or organization, other than veterans' organizations or volunteer fire fighters or volunteer ambulance workers.

#### Conditions of Use for District Facilities

A. Use of district facilities may be permitted unless such facilities are in use for school purposes, or during educational programs. The district reserves exclusive and non-reviewable judgment to determine if a requested use would interfere with or disturb the district's educational programs.

~~B. To ensure that district facilities are preserved for the benefit of the greater district community, only community based groups and organizations (that is, groups which are located within the geographic area covered by the district) may be granted access to district facilities.~~

~~C.B.~~ Use of district facilities will be permitted only where the applicant agrees to pay the district a user fee according to a schedule adopted by the district to cover the costs of heat, electricity, maintenance, custodial services and any other expenses associated with the requested use. Use is further conditioned upon the applicant's agreement to pay additional fees associated with the use of any additional services or equipment. The district retains the right to condition use upon an applicant depositing with the district a sum equaling the estimated costs and fees associated with the proposed use 10 days in advance of the requested use. The district retains the further right to waive user fees for groups that are associated with or sponsored by the district.

~~C.D.~~ Where, in the judgment of the district, the requested use of district facilities requires special equipment or supervision, the district reserves the right to deny such use, or in the alternative, to condition such use upon the applicant's payment of additional fees in accordance with paragraph C above. Only authorized personnel shall operate district equipment.

~~D.E.~~ Use of district facilities will only be permitted where the organization provides the district timely evidence of adequate insurance coverage (\$1,000,000 minimum) to save the district harmless from all liability, property damage, personal injuries and/or medical expenses. The district will exercise complete and unreviewable discretion regarding what constitutes adequate insurance coverage for each proposed use.

**FF.** The Board reserves the discretion to deny use of district facilities described above, or to terminate use of district facilities:

1. By an applicant who has previously misused or abused district facilities or property or who has violated this policy;
2. For any use which could have the effect of violating the Establishment Clause of the United States Constitution or other provisions of the United States or New York State Constitutions;
3. For any use which, in the estimation of the Board, could reasonably be expected to or actually does give rise to a riot or public disturbance;
4. For any use which the Board deems inconsistent with this policy;
5. For any use by a private for-profit entity that has the direct or indirect effect of promoting the products or services of such entity;
6. In any instance where alcoholic beverages or unlawful drugs are sold, distributed, consumed, promoted or possessed;
7. For any use prohibited by law.

#### Application Procedure for Use of District Facilities

A. All applications for use of school facilities shall be made in writing and submitted to the **Superintendent of Schools-Assistant Superintendent for Business** at least 30 days prior to the date of the requested use. A use permit application is available in **the Superintendent's office each school and in the Business Office**.

The District retains the right to reduce the 30 day prior notice requirement.

B. The applicant must clearly and completely describe the intended use of the district facility in the application.

C. All applicants must review this policy prior to submitting the application. All applications must be signed by an authorized agent of the group or organization requesting use. The applicant's signature on the application shall attest to the group or organization's intent to comply with all Board policies and regulations and to use district facilities strictly in accordance with the use described in the application.

D. All applicants must agree to assume responsibility for all damages resulting from its use of district facilities. Proof of adequate insurance must be provided by the applicant at least 10 days before the date of the requested use.

E. Permits shall be valid only for the facility, use, dates and time specified in the permit. No adjustment to the permit is allowed except with the prior written approval of the Superintendent. Permits shall not be transferable.

F. The **Superintendent-Assistant Superintendent for Business** is authorized to alter or cancel any permit if it becomes necessary to use the facility for school purposes or for other justifiable reason.

G. With regard to scheduling activities, the district retains the right to give preference to groups and organizations which are associated with or sponsored by the district.

H. Issuance of a permit shall not limit the right of access to the facility by district staff.

**I. If the Assistant Superintendent for Business denies an application, the applicant may appeal to the Board of Education.**

\*In the event of an austerity budget, use of facilities will be restricted to accommodate budgetary restraints. Education Law Section 414

## 14. Independent Contract Retainers

### 14.01 Approve ICR for Susan Staples (proposed 9:00)

9:00

**Recommended Action:** BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Susan Staples for independent school neuro psychological evaluations for the period beginning July 1, 2014 - June 30, 2015 at a rate of \$2,000 per evaluation to a maximum of \$8,500 (amended maximum amount) and authorizes the Superintendent to sign such an agreement.

Motioned: Trustee Davis

Seconded: Trustee Schnell

- Was previously approved, this is just to increase amount from \$6,000

Result: Unanimous

Yea: Trustee Kurnit, Trustee Moor, Trustee Davis, Trustee Schnell, Trustee McGillicuddy  
Not Present: Trustee Fletcher, Trustee Osmond

**15. Break**

15.01 The Board will break for 5 minutes (proposed 9:05)

The Board took a break at 9:05

**16. Consent Agenda**

16.01 Approve Consent Agenda (proposed 9:10)

*Recommended Action:* Approve consent agenda item numbers 16.02-16.08

Motioned: Trustee Davis

Seconded: Trustee Moor

Result: Unanimous

Yea: Trustee Kurnit, Trustee Moor, Trustee Davis, Trustee Schnell, Trustee McGillicuddy

Not Present: Trustee Fletcher, Trustee Osmond

**16.02 Personnel Agenda****APPOINTMENTS: INSTRUCTIONAL****RESIGNATIONS**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Whitlow, Edward	Math Teacher/HS	6/30/2015	Retirement

**EXTRA DUTY STIPENDS 2014-15**

NAME	POSITION	AMOUNT
Baldwin, Rowena	Musical - Orchestra Director	\$792.00
Calinda, Jason	Human Rights Club Advisor (Pro-rated 2/11/15-6/30/15)	\$568.70
Cohen, Wendy	SAT Prep (after school) split w/ E. Conroy	\$956.50
Conroy, Elaine	SAT Prep (after school) split w/ W. Cohen	\$956.50

**LEAVE OF ABSENCE**

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
3591	03/15/15-06/10/15	FMLA - Paid
3294	01/28/15-02/15/15	Medical - Paid

**SUBSTITUTES-RESCISSION**

NAME	POSITION	SALARY	EFFECTIVE DATE
Barton, Katherine	Certified Substitute Teacher	\$95.00/day	2/1/2015 (Retroactive)
Jean Pierre, Manuella	Certified Substitute Teacher	\$95.00/day	

**SUBSTITUTES**

NAME	POSITION	AMOUNT	EFFECTIVE DATE
Barton, Katherine	Uncertified Substitute Teacher	\$80.00/day	2/1/2015 (Retroactive)
Jean Pierre, Manuella	Uncertified Substitute Teacher	\$80.00/day	2/1/2015 (Retroactive)
Ottulich, Joan	Uncertified Substitute Teaching Assistant	\$9.00/hr	
Thomas, Christopher	Certified Substitute Teaching Assistant	\$10.00/hr	1/8/2015 (Retroactive)

**APPOINTMENTS: NON INSTRUCTIONAL****PROBATIONARY APPOINTMENT**

NAME	POSITION/SCHOOL	PROBATIONARY PERIOD	SALARY/STEP	REMARKS
Chavez, Reuben	Bus Driver/District	02/17/15-10/16/15	Step 1	Replace G. Wisniewski

**LEAVE OF ABSENCE**

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
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3619

01/29/15-02/15/15

Medical - Paid

16.03 Approve Schedule U - The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #2/15, Confidential, as reviewed by Trustee Schnell

16.04 Approve Volunteers

*Recommended Action:* The Board of Education hereby approves the following volunteers: Deborah Ann Spivak- Phoenicia; Chris Bick - HS, Amber McCarthy - HS

16.05 Approve Financial Report

*Recommended Action:* The Board of Education has reviewed and hereby approves the Quarterly Financial Report ending December 31, 2014

16.06 Approve Warrants

*Recommended Action:* The Board of Education has reviewed and hereby approves Warrant Schedule 5

16.07 Approve Budget Transfer

*Recommended Action:* The Superintendent recommends the transfer of funds from the Unemployment Reserve to the Unemployment Insurance budget code to pay for NYS Unemployment Insurance billing. This expense is not budgeted in the general fund due to the existence of the reserve funds designated for this purpose. Transfer Amount: \$4,512.90 From Reserve: A815 Description: Unemployment Reserve To Budget Code: A9050.800-10 Description: Unemployment Insurance

16.08 Approve Settlement with D & S Abatement

*Recommended Action:* BE IT HEREBY RESOLVED by the Board of Education of the Onteora Central School District, that the Separation and Release Agreement between the District and D & S Abatement, Inc. (the "Agreement") is hereby approved, and the Board President is hereby authorized to execute the Agreement on behalf of the District. The Agreement shall be appended to this Resolution and remain on file with the District Clerk.

**17. Board Committees Report - 5 min each**

17.01 Audit Committee Trustee Davis to report. Next Meeting is at Central Administration 4:30 on 3/5/15 (proposed 9:15)

Committee has not met since the last Board meeting

17.02 Facilities Committee - Trustee Kurnit to report. Next meeting is at Central Administration 3:30 on 3/2/15

- Discussed playgrounds
  - Process of dismantling existing
  - Use video of the building of Woodstock Wonderworks in 1989 to gain community support for the projects
- Bids of current projects came in very high and over budget
  - Trying to reconfigure bid

- Energy Performance Contract is at the State Department and expected to be approved by June; Amaresco is ready to start this summer
  - Replacement of Woodstock windows
  - Building management system
- Need to create new 5 year plan
  - Proposal out in the spring to get into a contract with a vendor to create plan
- Solar conference to be attended by Director of Facilities Jared Mance about State Solar Program
- May schedule meeting next week about bids that came in over budget

17.03 Policy Committee - Trustee Moor to report. Next meeting is at Central Administration 4:00 2/12/15

- Beginning discussion of recess policy, which will go over several committee dates

17.04 Health and Wellness Committee Trustee Davis to report. Next meeting is 2:45 in the MS/HS Room 207 on 2/19/15

- Discussed hand washing issue raised by a parent
  - No current policy that primary schools are encouraged to wash hands
    - Have wipes as an option
- Discussion of concussion - other sports have higher concussion than football
  - Athletes that live at higher altitudes have less incidents of concussion so Onteora students are a little more protected than others
- Co-chairs are using sub-sections of new policy to be themes for meetings
- Will be discussing WIFI in March
- Have not discussed the outbreak of Measles yet
- There are no options to selling drinks in anything but plastic bottles
  - Schools have filler stations for personal water bottles

17.05 Ad Hoc Committee: Primary School. Next meeting is at Phoenicia at 5pm on 2/26/15  
Committee has not met since the last Board meeting but subcommittees met in January

17.06 Ad Hoc Committee: Communications Trustee Osmond to Report. Next meeting is 8:45 am 2/19/15  
Committee has not met since the last Board meeting

17.07 Update of the Task Force on Testing Reduction. Next meeting is at Central Administration at 6:00 on 2/25/15

- Working on a policy to recommend to Policy Committee to review regarding local and state assessments
  - First draft will be worked on again at next meeting
  - Was part of the task given to Task Force

## 18. Old Business

18.01 The Board will discuss Old Business (proposed 9:30)

District Comprehensive Planning Team on Later MS/HS Start Times has not met to review minutes so there is no update

**19. New Business**

19.01 The Board will discuss New Business (proposed 9:35)

9:30

Trustee McGillicuddy asked the Board to consider passing a resolution against field testing

- New Paltz and other Board around State have passed such a resolution

Discussion:

- Board of Regents to vote on whether schools will have to participate in the field tests
  - Have been Districts that opted-out of Field Tests
  - Memo by Ken Wagner 2014 said that if there are no field tests, State tests will be 4 days instead of 3 days
    - Field test are preliminary tests to try out different types of questions, some already built into State assessments (those questions are not counted, but students do not know which ones they are)
      - Send memo to the Board
  - May be psychologically better to let students take tests with questions that are too difficult and not well worded on a separate test that they know does not count
- Add as an agenda item
- Principal Gabriel Buono volunteered for field test last year and there was not a lot of stress and no preparation
  - Volunteered for PAARC tests field tests and they were not offered this year because it was not a valid way of assessing students
- New Paltz School Board discusses Field Tests at annual meeting
  - As a Board should send a message that we are not in favor of Field Tests, as they are more tests and students are over-tested
- Congressman Chris Gibson co-authoring a bill to put testing back to before No Child Left Behind
- Facilitate this to quickest decision
  - Collect data and have Board discussion as to where the issue should go, then send to Task force if need be

**20. Request For Information**

20.01 The Board will request information (proposed 9:40)

9:45

Trustee McGillicuddy asked:

- PBIS information requested previously
- Update on progress of Technology Committee and how it has re-formed upon advise of tech audit
  - Expand to more members – not just an in house committee
- ESL information requested – recommendations of Director of PPS Director and ESL Coordinator

Trustee Kurnit asked:

- Breakdown of whether the ESL program is in both primary schools or solely at

Phoenicia

**21. Public Comment**

21.01 The public will comment on any agenda or non-agenda item. Please limit comments to 3 minutes (proposed 9:45 duration 10 min or more)

No public comment was made

**22. Adjournment**

22.01 Adjourn Meeting (proposed 9:55). Next meeting is Tuesday, February 24, 2015 at 6pm in the Phoenicia School. A Forum on Later Start Times for the MS/HS will be held.

*Recommended Action:* The meeting is adjourned at 9:50

Motioned: Trustee Davis

Seconded: Trustee Schnell

Result: Unanimous

Yea: Trustee Kurnit, Trustee Moor, Trustee Davis, Trustee Schnell, Trustee McGillicuddy

Not Present: Trustee Fletcher, Trustee Osmond

Minutes Recorded By:  
Fern Amster



Board of Education: Tony Fletcher, Rob Kurnit, Laurie Osmond, Ann McGillicuddy, Gideon Moor, Tanya Davis, Barbara Schnell