

Minutes – Business Meeting – Board of Education – New Paltz Central High School – September 21, 2011 – 7:00 PM

CALL MEETING TO ORDER

CALL TO ORDER

Meeting was called to order at 6:03 PM by Donald Kerr, Board President.

BOARD MEMBERS PRESENT: Kathleen Tobin Flusser (arrived at 6:25PM)
Donald Kerr
Patrick Rausch
Robert Rich (arrived at 6:15PM)
Edgar Rodriguez
Daniel Torres

QUORUM CHECK

ALSO PRESENT: Maria Rice, Superintendent of Schools

EXCUSED: Stephen Bagley

ROLL CALL The roll was called as reflected above.

ROLL CALL

EXECUTIVE SESSION

EXECUTIVE SESSION

Motion made by Mr. Torres and seconded by Mr. Rausch that the Board of Education move into Executive Session at 6:04 PM for the purpose of discussing the employment history of particular individuals and discussing negotiations with a firm or company. Motion carried 4 - 0 with 4 members voting. Ms. Tobin Flusser and Mr. Rich were not yet present during voting.

Out of Executive Session - Motion made by Mr. Torres and seconded by Mr. Rich that the Board return to Public Session at 7:02PM. Motion carried 6 - 0 with 6 members voting.

CALL TO ORDER

CALL TO ORDER

The Public Meeting was called to order at 7:07 PM by Donald Kerr, Board President.

BOARD MEMBERS PRESENT: Kathleen Tobin Flusser
Donald Kerr
Patrick Rausch
Robert Rich
Edgar Rodriguez
Daniel Torres

QUORUM CHECK

EXCUSED: Stephen Bagley

ALSO PRESENT: Maria Rice, Superintendent of Schools
Debora Banner, Assistant Superintendent
Richard Linden, Assistant Superintendent for Business
Jo-Anne Dobbins, Director of Pupil Personnel Services
Debra Hogencamp, Principal, Duzine Elementary School
Elena Maskell, District Clerk
Members of the Public and Press

ROLL CALL The roll was called as reflected above.

ROLL CALL

PLEDGE TO THE FLAG

PLEDGE

AGENDA CHANGES

AGENDA CHANGES

Motion made by Mr. Rich and seconded by Mr. Torres to approve the following agenda changes:

ADD Under Board Communications the Following:
BOARD COMMUNICATIONS
EXTERNAL AUDIT REPORT - Andrew J. Arias, CPA – Cooper, Niemann & Co. (15 minutes)
6.1 Request for Approval to Accept the External Audit Report for the 2010-2011 Fiscal Year
Recommendation – that the following resolution be approved: BE IT RESOLVED that the Board of Education accept the 2010-2011 External Audit Report as presented by the accounting firm of Cooper, Niemann & Co., LLP, Certified Public Accountants.

PERSONNEL				
CHANGE the pay rate in Personnel Item 9.6 from “\$10.50 per hour” to “\$13.84 per hour” for the following individual:				
9.6 Non-Instructional Appointments				
Recommendation - that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following:				
Name	Title	Effective Date	Salary	Hours
Carol Navara-Micari	School Bus Attendant	9/22/2011	\$13.84/hr	3 hours per day
ADD to Personnel Item 9.6 the following Non-Instructional Appointments:				
Name	Title	Effective Date	Salary	Hours
Maurice Weitman	School Bus Driver	9/22/2011	\$22.90/hr	3.5 hrs per day
Pamela Pece	Sub. School Monitor	9/6/2011	\$9.00/hr	as needed
Pamela Pece	Sub. Teacher Aide	9/6/2011	\$10.50/hr	as needed
Pamela Pece	Sub. Clerical	9/6/2011	\$12.00/hr	as needed
ADD to Personnel Agenda New Item 9.8 Fall Coaching Appointment				
9.8 Fall Coaching Appointment				
Recommendation - that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following coach for the 2011-2012 school year:				
Position	Name	Stipend		
Assistant Girls Soccer Coach	Shawn Doyle	Unpaid		
ADD to Personnel Agenda New Item 9.9 Instructional Appointment - Substitute				
9.9 Instructional Appointment - Substitute				
Recommendation that the New Paltz Central Schools Board of Education upon the recommendation of Maria C. Rice, Superintendent, does hereby appoint the following substitute teacher with remuneration as per rates established at the July 6, 2011 Organizational Meeting:				
Name	Effective Date			
Amy Cote	9/16/11 – 6/30/12			
ADD to Personnel Agenda New Item 9.10 Non-Instructional Resignation				
9.10 Non-Instructional Resignation				
Recommendation - that the New Paltz Central Schools Board of Education, upon the recommendation of Maria Rice, Superintendent of Schools, does hereby accept the resignation of the following non-instructional employee:				
Name	Title	Effective Date		
Pamela Pece	School Monitor	8/16/2011		

All were in favor with none opposed. Motion carried 6-0.

PUBLIC COMMENTS PUBLIC COMMENT
 Floyd Kniffen New Paltz

SUPERINTENDENT'S REPORTS & DISCUSSION ITEMS SUPT REPORT
 SUPERINTENDENT’S COMMENTS

Mrs. Rice gave an overview of class size at Duzine and other buildings. Debra Hogencamp was also at the meeting and spoke about class size as well. Discussion ensued.

Superintendent Rice stated CREEO and Dr. Benjamin are working with a city in China and Dr. Benjamin would like to know if the school district would like to become a sister city with them. It would be similar to what we are already doing in Nimi, Osa Japan with the middle school students. Mrs. Rice stated our high school students could communicate with students from China via Skype and other methods, and it seems like an exciting connection that is being proposed. Mrs. Rice asked if this could be put on the comeback list so each entity could have a resolution approving this relationship with the sister city in China.

Superintendent Rice stated there is a portion of the law that states the Governor can extend the tax bill, so she appealed to Governor Cuomo and requested an Executive Order to allow the taxpayers of New Paltz Central School District an extension to pay their school taxes up to twenty-one days after the final date for paying taxes without interest or penalty. Superintendent Rice said the Governor granted the extension and District taxpayers now have until October 21, 2011 instead of September 30, 2011. Taxpayers can pay their bill until October 21, 2011 with a 0% penalty. Superintendent Rice thanked Kevin Cahill and his staff for alerting her to this situation, the Governor’s Office for granting the extension, and Senator John Bonacic’s office for helping the District to follow through with getting us the information we needed.

Maria C. Rice stated the New Paltz Foundation for Student Enhancement is having their first annual social and silent auction fundraiser on October 15, 2011 at the Rock & Rye Restaurant. Mrs. Rice said you can visit the foundation website for more information. Tickets are also available at the District Office. Superintendent Rice said the public and teacher's union have all be receptive to the Foundation and they are hoping to raise a lot of money for education.

Mrs. Rice said there are two reports given to the Board in the packet. One is from Meri Lederer who was the elementary summer school principal. Her report contained Summer School Academic Program Highlights for Duzine/Lenape Elementary School and the K-5 Special Education Extended School Year Program. Ms. Lederer's report noted that 99% of the students maintained or progressed in the areas taught with relatively high attendance rate. Ms. Lederer noted she would be available to the Board for the second meeting in October should they wish to obtain more information on her report.

Superintendent Rice said the alumni survey from 2011 was given to the members for their review. Mrs. Rice went over some high points from the survey.

SUPERINTENDENT'S REPORTS

MATH COMMON CORE LEARNING STANDARDS UPDATE – Debora Banner gave a PowerPoint presentation to the Board regarding Elementary Math Priority Standards.

6. BOARD COMMUNICATIONS

BOARD COMMUNICATION

BOE HAC PRIORITIES – Mr. Kerr asked the Board members if there were any topics they would like the Health Advisory Committee to discuss. Ms. Tobin Flusser noted Out of School Suspension was talked about in the past but never researched. This is an element of the Code of Conduct. Ms. Tobin Flusser also stated she supports the Nutrition Task Force and she would like that to continue. Mr. Torres stated that that posting the amount of calories on food would be something he would like to see. Mrs. Rice stated she and Mike Robinson have been working on this. Calorie counts will be posted in each of the cafeterias and there also will be more in-depth information on the website and available with Food Services. Mrs. Rice stated this information will be available to the Board in a future packet. Mr. Kerr asked to have Mike Robinson to the board meeting to Calorie Project on the comeback list.

Mr. Kerr stated he supports Out of School Suspension being investigated as well. Mr. Kerr asked if the board was comfortable in giving direction to the Health Advisory Committee to work on Out of School Suspension and they agreed.

NYSSBA RESOLUTION AMENDMENTS – Mr. Kerr asked if any members wanted to discuss Resolutions for the NYSSBA Annual meeting. Ms. Tobin Flusser wanted to discuss #10, 13, 15, and 16. Discussion ensued. There were no changes made to any of the resolutions.

FACILITIES PLANNING QUESTIONS FROM CSARCH –

Mr. Kerr noted that the Facilities Committee felt that the District would not renew the lease for the current location of the District Office. Mr. Kerr stated the Facilities Committee will investigate Lenape as an option for moving the District Office staff.

Regarding the middle school, Mr. Kerr would like to know if the full board would like to stay in the current building or not. The Facilities Committee stated there is no possibility anything would be in place any time soon, so there would be no effective change happening immediately. The Facilities Committee discussed a three-year bridge plan where three years out long term major changes could occur. The Facilities Committee asked CSArch to come up with a list of items regarding this. The Facilities Committee also asked CSArch to come up with a list of repair items at NP High School. There was discussion about Duzine and Lenape, and the Facilities Committee also would like these items on the long term planning. Mr. Kerr discussed all of the items the Facilities Committee would like CSArch to discuss in their long term plans. Priorities are the District Office relocation, the middle school, and the configuration of facilities and campuses. Mr. Kerr also discussed community outreach and the best way of doing that. Mr. Kerr recommended a survey to the students, parents and community at large for questions as to developing a way to gather information about how the community feels about the process.

EXTERNAL AUDIT REPORT - Andrew J. Arias, CPA of Cooper, Niemann & Co. came to the meeting to present a brief review of the External Audit Report. Mr. Arias stated he also met with the Audit Committee and went over the information more thoroughly.

Motion made by Mr. Rich and seconded by Mr. Torres to approve the following resolution:

6.1 Request for Approval to Accept the External Audit Report for the 2010-2011 Fiscal Year

Recommendation – that the following resolution be approved: BE IT RESOLVED that the Board of Education accept the 2010-2011 External Audit Report as presented by the accounting firm of Cooper, Niemann & Co., LLP, Certified Public Accountants.

All in favor with none opposed. Motion carried 6-0.

7. COMMITTEE REPORTS

AUDIT COMMITTEE – Patrick Rausch was not at the last meeting. Steve Bagley ran the meeting, but in his absence at this meeting Mr. Rausch asked to move this discussion to the next meeting. Mr. Rausch id say that the Deputy Claims Auditor and External Auditor Report both have been covered already this meeting, and they were on the agenda for the Audit Committee’s last meeting.

FACILITIES COMMITTEE – Robert Rich said Mr. Kerr gave a report already which covered the Facilities Committee Meeting.

HEALTH ADVISORY COMMITTEE – Don Kerr said they had their first meeting and have organized into their subcommittees and everything is in place and progressing.

LEGISLATIVE ACTION ADVISORY COMMITTEE – Daniel Torres said they have their first meeting September 28, 2011. Mr. Kerr said he is frustrated with the most recent unfunded mandates and he would like the Legislative Action Committee to get information on what the history is in NYS and the experience in NYS with boards of education civil disobedience and strategies to consider. Mr. Kerr would like to know if the BOE could take responsibility over the objection of the superintendent of schools. Mr. Kerr would like to call the legal department of NYSSBA to see what the legal history is.

POLICY COMMITTEE – Kathleen Tobin Flusser stated the Policy Committee has met and there are several policies on the agenda for review tonight. She asked if members had any questions. There were none.

MINUTES OF MEETING

MINUTES

Motion made by Mr. Torres and seconded by Mr. Rich that the Board of Education approve the following resolution: BE IT RESOLVED that the New Paltz Central Schools Board of Education accept the minutes of the Regular Business Meeting of August 24, 2011 and the Regular Business Meeting of September 7, 2011.

Mr. Rausch would like the August 24th minutes to reflect wording that ads a specific agenda item to his friendly amendment request. Mr. Rausch would like the minutes to state, “Mr. Rausch asked for a friendly amendment to isolate personnel agenda item 8.1.” Discussion ensued. Motion carried 6 - 0 with 6 members voting.

PERSONNEL (CONSENT AGENDA)

PERSONNEL

Motion made by Mr. Torres and seconded by Mr. Rich that the Board of Education approve the following personnel (consent agenda) resolutions 9.1 through 9.10:

9.1 Appointment of Deputy Claims Auditor

Recommendation that the New Paltz Central Schools Board of Education upon the recommendation of the Audit Committee, does hereby appoint the following non-instructional employee:

Name	Title	Salary	Effective Date
Jennifer Chase	Deputy Claims Auditor	\$168 per week (up to 50 weeks maximum)	9/22/11

9.2 Instructional Appointment - Substitutes

Recommendation that the New Paltz Central Schools Board of Education upon the recommendation of Maria C. Rice, Superintendent, does hereby appoint the following substitute teachers with remuneration as per rates established at the July 6, 2011 Organizational Meeting effective 9/22/11 - 6/30/12:

Name

- Amanda Cahoon
- Margaret Decker
- Eric Petersen
- Megan Ponte
- Jennifer Tinelli
- David Weinzoff

9.3 Home Tutors

Recommendation - that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following instructional employees, on an as-needed basis with remuneration as per NPUT contract effective for the 2011-2012 school year:

Name	Name
Kathleen Eckenroth	Kim Sturgis
Stephen Ford	Dawn Sutton
Jamie Levato	Barbara Weiner
Adrienne Schorr	Amie Worley
Carol A. Ray	Barbara Washin

9.4 Instructional Appointment - Mentor

Recommendation - that the New Paltz Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following instructional employee as a mentor for the 2011/2012 school year with remuneration, as per NPUT contract:

Name
Kristen Conrad

9.5 Fall Coaching Appointments

Recommendation - that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following coaches for the 2011-2012 school year with salaries pro-rated as per contract:

Position	Name
Varsity Boys Golf Co-Coach	Shane Henneberger
Varsity Boys Golf Co-Coach	Skyler Henneberger

9.6 Non-Instructional Appointments

Recommendation - that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following:

Name	Title	Effective Date	Salary	Hours
Wayne Kreuzscher	Sub. Maintenance Worker	8/31/2011	\$15.00/hr	as needed
Amy DePiero	Sub. School Monitor	9/13/2011	\$9.00/hr	as needed
Amy DePiero	School Monitor	9/22/2011	\$10.50/hr	2 hours per day
Jennifer Markwerth	School Monitor	9/22/2011	\$10.50/hr	2 hours per day
Jessica Petrovsky	Sub. Food Service Helper	9/6/2011	\$10.50/hr	as needed
Jessica Petrovsky	Food Service Helper	9/22/2011	\$12.00/hr	4 hours per day
Meggan Lewis	Sub. Food Service Helper	9/12/2011	\$10.50/hr	as needed
Meggan Lewis	Food Service Helper	9/22/2011	\$12.00/hr	3 hours per day
Carol Navara-Micari	School Bus Attendant	9/22/2011	\$13.84/hr	3 hours per day
Sigrun Mathews	Sub. LPN/Teacher Aide	9/12/2011	\$100/day	as needed
Maurice Weitman	School Bus Driver	9/22/2011	\$22.90/hr	3.5 hrs per day
Pamela Pece	Sub. School Monitor	9/6/2011	\$9.00/hr	as needed
Pamela Pece	Sub. Teacher Aide	9/6/2011	\$10.50/hr	as needed
Pamela Pece	Sub. Clerical	9/6/2011	\$12.00/hr	as needed

9.7 Correcting Resolution - Request for Approval to Create Two New Non-Instructional Positions

Recommendation - that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby approve a correcting resolution to delete the phrase “in the Special Education tenure area” from the resolution previously approved at the September 7, 2011 Board Meeting. The entire resolution will now read as follows:

WHEREAS, two 1.0 FTE Teacher Aide positions were previously abolished for reasons of economy and efficiency and it is now necessary due to enrollment to add two Teacher Aide positions; THEREFORE, BE IT RESOLVED, that the Board of Education hereby creates two 1.0 FTE Teacher Aide positions and directs the District Clerk to recall the person with the greatest district wide seniority to such positions.

9.8 Fall Coaching Appointment

Recommendation - that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following coach for the 2011-2012 school year:

Position	Name	Stipend
Assistant Girls Soccer Coach	Shawn Doyle	Unpaid

9.9 Instructional Appointment - Substitute

Recommendation that the New Paltz Central Schools Board of Education upon the recommendation of Maria C. Rice, Superintendent, does hereby appoint the following substitute teacher with remuneration as per rates established at the July 6, 2011 Organizational Meeting:

Name	Effective Date
Amy Cote	9/16/11 – 6/30/12

9.10 Non-Instructional Resignation

Recommendation - that the New Paltz Central Schools Board of Education, upon the recommendation of Maria Rice, Superintendent of Schools, does hereby accept the resignation of the following non-instructional employee:

Name	Title	Effective Date
Pamela Pece	School Monitor	8/16/2011

MOTION carried 6 - 0 with 6 members voting.

OLD BUSINESS

OLD BUSINESS

Motion made by Mr. Torres and seconded by Mr. Rich to approve the following Policy:

10.1 Second Reading and Approval of Revisions to Policy 5572 Audit Committee

2011	5572
Non-Instructional/ Business Operations	

SUBJECT: AUDIT COMMITTEE

The Board of Education establishes a standing Audit Committee as an advisory committee. The Audit Committee (AC) shall consist of three members of the Board of Education and two members of the community at-large. Members of the Board of Education serve one year terms and community members serve two year terms. Community members' terms shall be staggered and appointments made by resolution of the Board of Education. Community members serving on the Audit committee are deemed to be School District Officers and shall take an oath of office. They must also maintain the confidentiality of any confidential information received by them as well as information discussed in an executive session of the Audit Committee.

All members serve without compensation, but shall be reimbursed for any actual and necessary expenditure incurred in relation to attendance at training events or mandatory conferences. Audit Committee members, other than Board Members, must be independent and may not be an employee of the District, an individual who provided within the last two years or currently provides good or services to the District, an individual who owns or has a direct and material interest in a company providing goods or services to the District, a close or immediate family member of an employee, officer or contractor providing services to the District.

The Audit Committee Chairperson is appointed by the President of the Board of Education. The Audit Committee Chair will have the authority to sign on the Board's behalf the letter of engagement for the internal and external audits as long as the Board has appointed the internal and/or external auditors at the annual organizational meeting and the compensation for such services has been previously approved by the Board.

The role of the Audit Committee shall be advisory to the Board of Education.

The audit responsibilities of the Audit Committee include the following:

- a) Provide recommendations regarding the appointment of the External (Independent) Auditor for the District
- b) Meet with the External (Independent) Auditor prior to commencement of the audit to set audit and risk assessment parameters;
- c) Receive and review the draft annual audit report and accompanying draft management letter and, working directly with the External (Independent) Auditor, assist the Board of Education in interpreting such documents;
- d) Make recommendation to the Board on accepting the annual audit report;
- e) Review every corrective action plan developed by the School District and assist the Board in its implementation;
- f) Assist in the oversight of the Internal Audit function including, but not limited to providing recommendations regarding the appointment of the Internal Auditor, meeting regularly with the Internal Auditor, reviewing significant findings and recommendations of the Internal Auditor, monitoring the School District's implementation of such recommendations, and evaluating the performance of the internal audit function. After

- the Board of Education’s appointment of the Internal Auditor, the Audit Committee Chairperson is delegated the authority to execute the Letter of Engagement and Agreed Upon Procedures with the Internal Auditor;
- g) Assist in the oversight of the Claims Audit function including, but not limited to, providing recommendations regarding the appointment of the Claims Auditor, meeting regularly with the Claims Auditor, reviewing significant findings and recommendations of the Claims Auditor, monitoring the School District's implementation of such recommendations, and evaluating the performance of the claims audit function; provided however, that the Claims Auditor shall report directly to the Board of Education and shall be under the supervision and direction of the Superintendent of Schools; for the purposes of time, attendance and location;
 - h) Review annually Board policies on audit and finance and refer any proposed changes to the policy committee before Board review and action;
 - i) Review annually this committee charter, for changes that may be necessary as a result of new laws, regulations or special circumstances. Refer any proposed changes to the Board of Education for review and action;
 - j) Conduct executive sessions as allowed by Public Officers Law and section 170.12 of the Commissioner’s Regulations.
 - k) Conduct an annual self assessment of the Audit Committee; and
 - l) Create an annual committee agenda for the ensuing year to assure completion of all responsibilities.

The finance responsibilities of the Audit Committee include the following:

- a) Review, at least quarterly, the monthly financial statements prepared for the Board of Education and make any recommendations to the Board for consideration and/or action;
- b) Propose for Board consideration any variations in reporting format or methodology of regular finance reports.
- ~~b)c) Work on a district multi-year long range plan with regular updates to the full Board of Education. Update the district’s multi-year long range financial plan with regular reports to the full board of education.~~
- e)d) Review matters as referred by the Board of Education.

The Audit Committee shall make monthly reports to the full Board of Education.

Education Law Sections 2116-c, and 3811-3813
 Public Officers Law Sections 105(b), 105(c) and 105(d)
 8 New York Code of Rules and Regulations (NYCRR) Section
 170.12(d)

Adopted: 7/16/09
 Revised: 12/2/09
 Revised: 11/17/10

All in favor with none opposed. Motion carried 6-0.

NEW BUSINESS

NEW BUSINESS

Motion made by Mr. Rich and seconded by Ms. Tobin Flusser that the Board of Education approve the following resolution:

11.1 Request for Approval of Committee on Special Education Recommendations and Student Placements
 Recommendation - that the following resolution be approved: BE IT RESOLVED, that the Board of Education of the New Paltz Central School District approve the Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) recommendations and student placements: 11518, 12622, 12621, 12481, 10715, 10580, 9827, 10030.
 All in favor with none opposed. Motion carried 6-0.

11.2 First Reading of Revisions to Policy 6470 Staff Use of Computerized Information Resources

200811 6470
 1 of 2

Personnel

SUBJECT: STAFF USE OF COMPUTERIZED INFORMATION RESOURCES

The Board of Education will provide staff with access to various computerized information resources through the District's computer system (DCS hereafter) consisting of software, hardware, computer networks and electronic communication systems. This may include access to electronic mail, so-called "on-line services" and the "Internet." It may also include the opportunity for some staff to have independent access to the DCS from their home or other remote

locations. All use of the DCS, including independent use off school premises, shall be subject to this policy and accompanying regulations.

The Board encourages staff to make use of the DCS to explore educational topics, conduct research and contact others in the educational world. The Board anticipates that staff access to various computerized information resources will both expedite and enhance the performance of tasks associated with their positions and assignments. Toward that end, the Board directs the Superintendent or his/her designee(s) to provide staff with training in the proper and effective use of the DCS.

Staff use of the DCS is conditioned upon written agreement by the staff member that use of the DCS will conform to the requirements of this policy and any regulations adopted to ensure acceptable use of the DCS. All such agreements shall be kept on file in the District office. This agreement is incorporated into the “Annual Notices to All District Employees” signed certification.

Generally, the same standards of acceptable staff conduct which apply to any aspect of job performance shall apply to use of the DCS. Employees are expected to communicate in a professional manner consistent with applicable District policies and regulations governing the behavior of school staff. Electronic mail and telecommunications are not to be utilized to share confidential information about students or other employees.

This policy does not attempt to articulate all required and/or acceptable uses of the DCS; nor is it the intention of this policy to define all inappropriate usage. Administrative regulations will further define general guidelines of appropriate staff conduct and use as well as proscribed behavior.

District staff shall also adhere to the laws, policies and rules governing computers including, but not limited to, copyright laws, rights of software publishers, license agreements, and rights of privacy created by federal and state law.

Staff members who engage in unacceptable use may lose access to the DCS and may be subject to further discipline under the law and in accordance with applicable collective bargaining agreements. Legal action may be initiated against a staff member who willfully, maliciously or unlawfully damages or destroys property of the District.

Privacy Rights

Staff data files and electronic storage areas shall remain District property, subject to District control and inspection. The computer coordinator superintendent or her designee may access all such files and communications to ensure system integrity and that users are complying with requirements of this policy and accompanying regulations. Staff should NOT expect that information stored on the DCS will be private.

Implementation

Administrative regulations will be developed to implement the terms of this policy, addressing general parameters of acceptable staff conduct as well as prohibited activities so as to provide appropriate guidelines for employee use of the DCS.

NOTE: Refer also to Policy #8271 -- Children's Internet Protection Act: Internet Content Filtering/Safety Policy
Adopted: 7/16/08

11.3 First Reading of Revisions to Policy 3421 Policy on Sexual Harassment

200911 3421
1 of 34
Community Relations

SUBJECT: POLICY ON SEXUAL HARASSMENT

It is the policy of the New Paltz Central School District that no member of the school community - students, faculty, administrators, or staff, vendors/contractors and other who do business with the School District, as well as school volunteers, visitors, guests and other third parties - may sexually harass any other member of the community. The Board of Education condemns all forms of sexual harassment and specifically prohibits such conduct on school grounds and at all school-sponsored events, programs and activities, including those that take place at locations off school premises.

What is Sexual Harassment?

Sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute harassment when:

- a) Submission to such conduct is made or threatened to be made, either explicitly or implicitly, a term or condition of an individual's employment or education; or
- b) Submission to or rejection of such conduct is used or threatened to be used as the basis for academic or employment decisions affecting that individual; or
- c) Such conduct has the purpose or effect of substantially interfering with an individual's academic or professional performance or creating what a reasonable person would sense as an intimidating, hostile, or offensive employment or educational; or
- d) Conditions exist within the school environment that allow or foster harassing activities of a sexual nature, including but not limited to obscene pictures, lewd jokes, sexual comments and innuendo, sexual advances.

Sexual Violence

Sexual violence is defined by New York Penal Law as physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. Sexual violence includes but is not limited to acts such as:

- a) Rape;
- b) Sexual assault;
- c) Sexual battery;
- d) Sexual coercion.

A person may be unable to consent to a sexual act due to his/her age, use of drugs or alcohol or due to intellectual or other disability. In order to encourage victims of sexual violence to come forward, a District must inform students that the District's primary concern is with their safety. The school should assure victims that any broken rules or violations made by them will be addressed separately from the sexual harassment allegation. For example, victims need to know that their use of alcohol or drugs never makes them at fault for sexual violence.

The Board acknowledges that in determining whether sexual harassment has occurred the totality of the circumstances, expectations, and relationships should be evaluated including, but not limited to, the ages of the offender and the victim; the number of individuals involved; and the type, frequency and duration of the conduct. A single incident of sexual harassment may be sufficiently severe to create a hostile environment in the school and a person may experience the continuing effects from off-campus sexual harassment when in the school setting. The Board recognizes that sexual harassment can originate from a person of either sex against a person of the opposite or same sex, and from a third party such as a school visitor, volunteer, or vendor, or any other individual associated with the School District. Sexual harassment may occur from student-to-student, from staff-to-student, from student-to-staff, as well as staff-to-staff. The District will designate, at a minimum, two (2) Compliance Officers, one (1) of each gender.

In order for the Board to enforce this policy, and to take corrective measures as may be necessary, it is essential that any person who believes he/she has been a victim of sexual harassment, as well as any other person who is aware of and/or who has knowledge of or witnesses any possible occurrence of sexual harassment, should immediately report such alleged harassment. Such report shall be directed to or forwarded to the District's designated Compliance Officers through informal and/or formal complaint procedures as developed by the District. Such complaints are recommended to be in writing, although verbal complaints of alleged sexual harassment will also be promptly investigated in accordance with the terms of this policy. In the event that the Compliance Officer is the alleged offender, the report will be directed to the next level of supervisory authority.

Upon receipt of an informal/formal complaint (even an anonymous complaint), the District will conduct a prompt, equitable, and thorough investigation of the charges. However, even in the absence of a complaint, if the District has knowledge of or has reason to know of or suspect any occurrence of sexual harassment, the District will investigate such conduct promptly, equitably, and thoroughly. To the extent possible, within legal constraints, all complaints will be treated as confidentially and privately as possible. However, disclosure may be necessary to complete a thorough investigation of the charges, and any disclosure will be provided on a "need to know" basis. The Superintendent will inform the Board of Education of investigations involving findings of harassment.

Based upon the results of the investigation, if the District determines that an employee and/or student has violated the terms of this policy and/or accompanying regulations, immediate corrective action will be taken as warranted. Should the offending individual be a student, appropriate disciplinary measures will be applied, up to and including suspension, in

Community Relations

SUBJECT: POLICY ON SEXUAL HARASSMENT (Cont'd.)

accordance with District policy and regulation, the Code of Conduct, and applicable laws and/or regulations. Should the offending individual be a school employee, appropriate disciplinary measures will be applied, up to and including termination of the offender's employment, in accordance with legal guidelines, District policy and regulation, the Code of Conduct and the applicable collective bargaining agreement(s). Third parties (such as school volunteers, vendors, etc.) who are found to have violated this policy and/or accompanying regulations will be subject to appropriate sanctions as warranted and in compliance with law.

Examples of Sexual Harassment Include but are not limited to:

- a) Unusual or unwelcome pressure for a dating, romantic, or intimate relationship.
- b) Unwelcome touching, patting, or hugging.
- c) Pressure for or forced sexual activity.
- d) Unnecessary and unwelcome references to various parts of the body.
- e) Belittling remarks about a person's gender or sexual orientation.
- f) Inappropriate sexual innuendoes or humor.
- g) Obscene gestures.
- h) Offensive sexual graffiti, pictures, or posters.
- i) E-mail, Internet, and other electronic communications use that violates this policy.

What is Not Sexual Harassment?

Sexual harassment does not refer to occasional compliments of a socially acceptable nature. It refers to behavior that is not welcome, that is personally offensive, that debilitates morale, and that, therefore, interferes with employment or educational effectiveness.

Complaint Procedure

- a) Students may report alleged incidents of harassment or discrimination to any staff member with whom he/she feels comfortable (for example, a teacher, the Building Principal, school nurse, guidance counselor or the District's designated Complaint Officer).
- b) Adults shall report alleged incidents harassment or discrimination to the Building Principal, the Superintendent of Schools, or the District's designated Complaint Officer.
- c) The names and contact information of the District's designated Complaint Officer can be found in the annual school calendar, in student and staff handbooks, on the District's web site and other readily accessible places.
- d) Allegations are recommended to be submitted in writing, although verbal complaints will also be investigated.
- e) All allegations will be quickly, thoroughly and fairly investigated in accordance with written investigation procedures developed by the Superintendent of Schools.
- f) To the extent possible, your confidentiality and that of any witnesses and the alleged harasser will be protected against unnecessary disclosure. When the investigation is completed, you will be informed of the outcome of that investigation.

You Have Responsibilities Under This Policy

All members of the school community are responsible for creating a working and learning environment that is free of discrimination and harassment, including sexual harassment. It is important to contact one of the individuals listed under "Complaint Procedure," if any of the following occurs:

- a) You believe you have been subjected to conduct that may violate this policy.
- b) You believe you have been retaliated against in violation of this policy.
- c) You have been told about or witnessed conduct that you think may violate this policy

Special note: Knowingly making false accusations against another individual is wrong and will result in appropriate disciplinary action.

(Continued)

Community Relations

SUBJECT: POLICY ON SEXUAL HARASSMENT (Cont'd.)

Retaliation Prohibited

The Board of Education prohibits retaliation against anyone for registering a complaint pursuant to these policies, assisting another in making a complaint, or participating in an investigation under the policies. Anyone experiencing any conduct that he/she believes to be retaliatory should immediately report it to one of the individuals listed under "Complaint Procedure."

Penalties

Sexual harassment will not be tolerated in the New Paltz Central School District If an investigation of any allegation of sexual harassment shows that harassing behavior has taken place, the harasser will be subject to disciplinary action, up to and including dismissal or expulsion.

Regulations, Appeals, Education

Regulations will be developed for reporting, investigating, remedying allegations, appeals, dissemination and education shall be developed by the Superintendent of Schools.

Adopted: 7/16/08

Revised: 5/20/09

11.4 First Reading of New Policy 8250 Animals in the Schools

2011

8250

1 of 1

Instruction

SUBJECT: ANIMALS IN THE SCHOOLS

Animals and Pets on School Property:

It is the policy of the Board of Education, for health and safety reasons, to prohibit animals and pets of any kind in school buildings and on school district property (including playing fields, school buses) except:

- For purposes of the instructional program with the prior approval of the building administrator;
- Animals under the control of public safety officers with the prior approval of the Superintendent of Schools or designee; and
- Animals trained to assist individuals with disabilities (e.g., service dogs) in compliance with federal and state law, upon prior notification to the Building Principal so that any necessary precautions can be implemented.

If the Building Principal or designee determines that this policy has been violated, he/she is authorized to contact the Superintendent of Schools, the County Health Department, Animal Control and/or the Police Department to request assistance to enforce this policy.

Animal Dissection:

The Board of Education recognizes that animal dissection is an integral part of the study of living things and instruction in the life sciences. The Board also recognizes that some students have a moral or religious objection to dissection or otherwise harming or destroying animals. In accordance with Section 809 of the Education Law, any student who objects to dissecting animals may opt-out of dissection activities, provided that the student performs an alternative project through which he or she can learn and be assessed on material required by the course. An alternative project may include but is not limited to computer programs, internet simulations, plastic models, videotapes, and digital videodiscs,

and is subject to approval by the student’s teacher. The student’s objection must be substantiated in writing by the student’s parent/guardian.

At the start of each year, teachers of courses that include animal dissection shall give written notice to the students in those classes and their parents/guardians of the right to opt-out of animal dissection and to perform an alternative activity.

No student shall be discriminated against based upon his or her decision to exercise the right to opt-out of animal dissection.

Ref: Section 809, Education Law

11.5 First Reading of Revisions to Policy 6212 Certification and Qualifications

200811

6212

1 of 2

Personnel

SUBJECT: CERTIFICATION AND QUALIFICATIONS

- a) In accordance with applicable statutes, Rules of the Board of Regents, and Regulations of the Commissioner of Education, each employee whose employment requires certification or other licensure shall inform the Superintendent of Schools immediately of any change in the status of his/her certification or licensure. The changes shall include, but not be limited to, the granting, revocation, upgrading, expiration, conversion and/or extension of these documents as to their periods of validity or their titles.
- b) The original certificates and/or licenses must be ~~presented for examination and copying in the office of the Superintendent of Schools as soon as they are available to the employee~~ available via State Education Department’s Teach website. The eCopies will be maintained in the employee’s personnel file in support of the legitimate employment of each affected employee. The failure of any such employee to possess the required certification or other licensure may result in the discharge of that employee.
- c) Whether or not the District verifies an individual’s certification or licensure does not waive the responsibility of the employee to maintain what is required for his/her assignment.

Qualifications of Teachers

- a) The District must ensure that all newly hired teachers in Title I programs who teach core academic subjects are highly qualified per Regulations of the Commissioner of Education. The term "core academic subjects" means English, reading or language arts, mathematics, science, foreign languages, civics and government, economics, arts, history, and geography. A "highly qualified" teacher is one who has obtained full state certification as a teacher, or has passed the state teacher licensing examination, holds a license to teach in the state and has at least a bachelor's degree, and also must show subject matter competency in the subjects they teach.
- b) The District is also required to provide to teachers who are not new to the profession the opportunity to meet the NCLB requirement to be highly qualified, in part, through passing a High Objective Uniform State Standard of Evaluation (HOUSSE). The HOUSSE shall be an evaluation, prescribed by the New York State Education Department and conducted locally either during a pre-employment review or at the time of an Annual Professional Performance Review (APPR), that enables a teacher who is beyond the first year of teaching to demonstrate subject matter competency in all core academic subjects that the teacher teaches. The evaluation shall be based upon objective, coherent information as prescribed by the department, and shall include, but not be limited to, information on the teacher's education, credentials, professional experience, and professional development.
- e) ~~The District must ensure that all persons applying for a teaching certificate or license as a special education teacher or instructor or a school administrator who works in special education, shall, in addition to all the other certification or licensing requirements, have completed course work or training in area of children with autism. The course work or training shall be obtained from an institution or provider which has been approved by the State Education Department to provide such course work or training in the needs of autistic children. The Commissioner of Education is authorized and empowered to certify all teachers, administrators and instructors in the area of autistic needs.~~

Parent Notification

In accordance with the federal No Child Left Behind Act, the District is required to provide parents, upon request, with specific information about the professional qualifications of their children's classroom teachers. The following shall be provided by the District upon such requests:

SUBJECT: CERTIFICATION AND QUALIFICATIONS (Cont'd.)

- a) If the teacher has met New York State qualifications and licensing criteria for the grade levels and subject areas he/she teaches;
- b) Whether the teacher is teaching under emergency or other provisional status through which the State qualification or licensing criteria have been waived;
- c) The teacher's college major; whether the teacher has any advanced degrees and, if so, the subject of the degrees; and
- d) If the child is provided services by any instructional aides or similar paraprofessionals and, if so, their qualifications.

All requests shall be honored in a timely manner.

Education Law Sections 3001, 3001-a, 3004, 3006 and 3008
 8 New York Code of Rules and Regulations (NYCRR) Subparts
 80-1, 80-2, 80-3, 100.2(dd) and 100.2(o)
 34 Code of Federal Regulations (CFR) Sections 200.55 and 200.56
 20 United States Code (USC) Section 7801(23)

Adopted: 7/16/08

11.6 First Reading of Revisions to Policy 8280 Instruction for English Language Learners or Students with Limited English Proficiency

SUBJECT: INSTRUCTION FOR ENGLISH LANGUAGE LEARNERS OR STUDENTS WITH LIMITED ENGLISH PROFICIENCY

The Board of Education recognizes its responsibility to ensure that students of foreign birth or ancestry, who have limited English proficiency (LEP) or English Language Learners (ELL), are provided with an appropriate program of free-standing program of English as a Second Language (ESL).

The instructional programs and services available to limited English proficient pupils to help them acquire English proficiency may include, pursuant to Commissioner's Regulations, free-standing English as a second language programs, appropriate support services, transitional services, in-service training and parental notification.

A student who, as a result of a disability, scores below the State designated level on the Language Assessment Battery-Revised (LAB-R) or the NYS English as a Second Language Achievement Test (NYSESLAT) shall be provided special education programs and services in accordance with the individualized education program (IEP) developed for such student and shall also be eligible for services available to an ELL/LEP student when those services are recommended in the IEP. Such a student will be counted as an ELL/LEP student as well as a student with a disability for purposes of calculating State aid.

The parent/guardian of a student identified as an English language learner or as limited English proficient shall be informed in his/her native language, if necessary, of the student's identification for and/or participation in an English language learner instructional program as well as other school related information.

The Superintendent shall ensure that all data required by the Commissioner's Regulations is submitted to the State Education Department in a timely manner.

Title I of the Elementary and Secondary Education Act of
 1965, as amended by the No Child Left Behind Act
 of 2001, Sections 1112(g) and 3302(a)
 Education Law Sections 207, 215, 2117, 3204(2)(2-a), 3602, and 3713
 8 New York Code of Rules and Regulations (NYCRR)
 Section 100.2(g) and Parts 117 and 154

Adopted: 7/16/08
Revised: 10/21/09

FINANCIAL REPORTS

FINANCIAL REPORTS

Motion made by Mr. Kerr and seconded by Mr. Torres that the Treasurer’s Report for July 2011 and August 2011 and Budget Transfer Schedules #1 and #2 be approved. Motion carried 6 – 0 with 6 members voting.

OTHER DISCUSSION

OTHER DISCUSSION

Ms. Tobin Flusser stated she went to the Village to get a crossing guard at the middle school. Ms. Tobin Flusser said the village is willing to pay for it but the town and the police do not want to handle it. Ms. Tobin Flusser stated this issue is at a standstill. Mrs. Rice said if the school district pays for it, it would be different because it would provide it in one of the seven towns. Mrs. Rice said she just spoke with the Chief of Police today and they are still working on a plan to make this happen.

Dr. Rodriguez said the board of education roundtable wasn’t widely attended by the public. Dr. Rodriguez said publicity was a problem and the flood also contributed to the low attendance. Mrs. Rice said there were two separate media releases sent out to more than one newspaper. Dr. Rodriguez asked if they should have another one this fall semester to hopefully reach more people. It was decided to put this item on the Comeback List.

Mrs. Rice said she also has a superintendent’s coffee on October 13, 2011 at 7:00 PM in the Audion. It will be a curriculum night with common core learning standards.

PUBLIC COMMENTS - None

PUBLIC COMMENT

ADJOURN

ADJOURN

Motion made by Mr. Rich and seconded by Mr. Torres that the Board adjourn at 8:56 PM. Motion carried 6 - 0 with 6 members voting.

Respectfully submitted,

Elena Rae Maskell
District Clerk