

New Paltz Central School District Board of Education
May 2, 2018 Workshop Meeting – High School 7:00 PM
MEETING MINUTES

CALL MEETING TO ORDER

CALL TO ORDER

Meeting was called to order at 5:30 PM by Michael O'Donnell, Board President.

BOARD MEMBERS PRESENT:

QUORUM CHECK

Brian Cournoyer
Alison Easton-arrived at 6:10 PM
Michael O'Donnell
Kathy Preston
Sophia Skiles
Teresa Thompson
Matthew Williams

ALSO PRESENT:

Maria Rice, Superintendent of Schools
Michelle Martoni, Deputy Superintendent
Richard Linden, Assistant Superintendent for Business

ROLL CALL

ROLL CALL

The roll was called as reflected above.

EXECUTIVE SESSION

EXECUTIVE SESSION

Motion made by Sophia Skiles and seconded by Kathy Preston that the Board of Education move into Executive Session at 5:30 PM for the purpose of discussing matters made exempt by FERPA, discussing the employment history of a particular person or corporation, discussing the medical, financial, credit or employment history of a particular person or corporation, discussing matters leading to the appointment, employment promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. Motion carried 6 to 0 with 6 members voting.

DISTRICT CLERK PRO-TEMPORE

DISTRICT CLERK PRO-TEMPORE

Board President, Michael O'Donnell, appointed Maria C. Rice as District Clerk Pro-Tempore for the Executive Session portion of the meeting.

Out of Executive Session - Motion made by Matthew Williams and seconded by Brian Cournoyer that the Board return to Public Session at 7:05 PM. Motion carried 7 to 0 with 7 members voting.

CALL TO ORDER

CALL TO ORDER

The Public Meeting was called to order at 7:13 PM by Michael O'Donnell, Board President.

BOARD MEMBERS PRESENT:

QUORUM CHECK

Brian Cournoyer
Alison Easton-left @ 9:40 PM
Michael O'Donnell
Kathy Preston
Sophia Skiles
Teresa Thompson
Matthew Williams

ALSO PRESENT:

Maria Rice, Superintendent of Schools
Michelle Martoni, Deputy Superintendent
Richard Linden, Assistant Superintendent for Business
Connie Hayes, Director of Pupil Personnel Services
Barbara Clinton, Principal, New Paltz Central High School
Richard Wiesenthal, Principal, New Paltz Middle School
Tarkan Ceng, Principal, Lenape Elementary School
Debra Hogencamp, Principal, Duzine Elementary School
Ann Sheldon, Assistant Principal, Middle School

Gregory Warren, Director of Health, Physical Education & Athletics
Maureen Ryan, Director of Transportation
Michael Robinson, Director of Food Services
Stephen J. Callahan, Director of Facilities & Operations
Dusti Callo, District Clerk
Student Representative
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 Brian Cournoyer and seconded by Sophia Skiles to accept the changes to the agenda and to also include board discussion regarding the dates for the Racial Equity Initiative Advisory Committee application. Motion carried 7 to 0 with 7 members voting.

RECOGNITION

RECOGNITION

- Grace Morrissey-Valedictorian
- Oliver Goland-Salutatorian

SPOTLIGHT ON PROGRAM

SPOTLIGHT ON PROGRAM

New Paltz Middle School-8th Grade Community Service, The Blood Drive
Melissa Gruver-LaPolt-Middle School Health Teacher and Students

PUBLIC COMMENTS

PUBLIC COMMENT

Lenny Zapka, New Paltz-commented on standing for the Pledge of Allegiance
Maggie Veve, New Paltz-commented on the addition of a school psychologist
Edgar Rodriguez, New Paltz-commented on hiring bilingual staff

STUDENT REPRESENTATIVE REPORT

STUDENT REP

Ben Williams

New Paltz High School Senior Ben Williams congratulated the Valedictorian, Grace Morrissey and the Salutatorian, Oliver Goland. Ben also reported on Jr. prom, the senior citizen's dinner, Women's History, the college fair, the latest edition of The Maroon newspaper, decision day for seniors, spring sports, mock trial, the alternative lunch option, AP testing, spring concert, student recognition night, and global history regents.

SUPERINTENDENT'S REPORTS & DISCUSSION ITEMS

SUPT REPORT

- SUPERINTENDENT'S COMMENTS
- SUPERINTENDENT'S REPORTS
 - Multi-Sensory Reading Presentation-Michelle Martoni, Deputy Superintendent, Sarah Sebald, Special Education Teacher and Dr. Jennifer Davis-Duerr, Literacy Consultant
 - Health Advisory Committee (HAC) Sub-committee Reports
 - Wellness Report-Connie Hayes, Chair
 - Code of Conduct-Sophia Skiles, Chair
 - Safety- Maureen Ryan, Co-Chair and Michael Robinson, Co-Chair

BOARD COMMUNICATIONS

BOARD COMMUNICATION

- 2018-2019 Board of Education Meetings Calendar

Motion made by Matthew Williams and seconded by Teresa Thompson to adopt the 2018-2019 Board of Education Meetings Calendar. Motion carried 7 to 0 with 7 members voting.

- Sleep Time/Start Time

Following the presentation of potential options for a change in school start times, the board agreed to commit that for a least the next school year, nothing is going to change.

- Racial Equity Initiative Advisory Committee-Discuss of dates for the application

Following discussion, board members agreed to change the timeline for the application to the Racial Equity Initiative Advisory Committee to the following:

Application Deadline: May 16, 2018

Selection of Members by the Board: May 23, 2018

First Meeting of the Racial Equity Initiative Advisory Committee: May 29, 2018

COMMITTEE REPORTS

CMTE REPORTS

- Facilities Committee: Matthew Williams, Chair
- Audit Committee: Alison Easton, Chair
- Legislative Action Committee: Sophia Skiles, Chair

MINUTES OF MEETING

MINUTES

Motion made by Sophia Skiles and seconded by Matthew Williams 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 April 18, 2018.

Motion carried 6 to 0 with 6 members voting.

PERSONNEL (CONSENT AGENDA)

PERSONNEL

Motion made by Matthew Williams and seconded by Sophia Skiles that the Board of Education approve the following personnel (consent agenda) resolution:

13.1 Instructional Resignation for the Purpose of Retirement

Recommendation that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby accept the resignation, of the following instructional employee for the purpose of retirement:

| Name | Title | Effective Date | Years in District |
|-----------------|-----------------|-----------------------|--------------------------|
| Susanna O’Brien | Science Teacher | July 1, 2018 | 34 |

The members of the board thanked Ms. O’Brien for her service to the District and the motion carried, with regret, 6 to 0 with 6 members voting.

Motion made by Brian Cournoyer and seconded by Sophia Skiles to approve the following resolution:

13.2 Non-Instructional Resignation for the Purpose of Retirement

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

| Name | Title | Effective Date | Years in District |
|----------------|----------------------|-----------------------|--------------------------|
| Gail M. Cahill | Account Clerk/Typist | July 25, 2018 | 28 |

The members of the board thanked Ms. Cahill for her service to the District and the motion carried 6 to 0 with 6 members voting.

Motion made by Matthew Williams and seconded by Sophia Skiles to approve the following resolution:

13.3 Non-Instructional Resignation for the Purpose of Retirement

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

| Name | Title | Effective Date | Years in District |
|---------------|----------------------|-----------------------|--------------------------|
| Doreen Strang | Account Clerk/Typist | July 27, 2018 | 26 |

The members of the board thanked Ms. Strang for her service to the District and the motion carried 6 to 0 with 6 members voting.

Motion made by Kathy Preston and seconded by Matthew Williams to approve items 13.4 through 13.13.

13.4 Instructional Resignation

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

BE IT RESOLVED that the board hereby accept the resignation of **Elementary Teacher, Maggie Kievit**, effective **April 20, 2018** as set forth in a letter presented to the Board of Education Clerk on April 25, 2018.

13.5 Instructional Appointment-Substitutes

Recommendation that the New Paltz Central School District Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following substitute teachers with remuneration as per rates established at the July 12, 2017 Organizational Meeting:

| Name | Effective Dates |
|-----------------|------------------------|
| Dawn Hillberg | 5/3/2018 - 6/30/2018 |
| Alyssa DeFini | 5/3/2018 - 6/30/2018 |
| Anna Gray | 5/3/2018 - 6/30/2018 |
| Caroline Fenner | 5/3/2018 - 6/30/2018 |
| Diana Rivera | 5/3/2018 - 6/30/2018 |
| Summer Roberts | 5/3/2018 - 6/30/2018 |

13.6 Non-Instructional Appointment - Substitutes

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

| Name | Title | Effective Date | Salary |
|---------------------|--------------------------|-----------------------|---------------|
| Richard Ricci | Substitute Auto Mechanic | 04/23/2018 | \$20.00/hr |
| Thomas Hausmann III | Substitute Auto Mechanic | 04/17/2018 | \$20.00/hr |

13.7 Non-Instructional Appointment

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

| Name | Title | Effective Date | Salary |
|-------------------|--------------------------|-----------------------|---------------|
| Oliver ten Broeke | Lighting and Sound Tech. | 04/17/2018 | \$15.00/hr |

13.8 Request for Approval to Create New Position – Non-Instructional

Recommendation – that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent, does hereby create the following non-instructional position:

| Title | Effective Date |
|------------------------|-----------------------|
| Full Time Teacher Aide | 5/3/2018 |

13.9 CSE Evaluations/Meetings

Recommendation that the New Paltz Central School Board of Education upon the recommendation of Maria Rice, Superintendent of Schools, does hereby appoint, as needed, the following employees effective July 1, 2018 – August 31, 2018.

| Name | Title |
|-------------------|----------------------------------|
| Suzanne Bergstein | CSE Meetings/Special Ed. Teacher |
| Erin Bulson | CSE Meetings/Special Ed. Teacher |
| Stacie Erceg | CSE Meetings/Special Ed. Teacher |
| Lisa Hasbrouck | CSE Meetings/Special Ed. Teacher |
| Denise Hoyt | CSE Meetings/Special Ed. Teacher |
| Brandi Keyser | CSE Meetings/Special Ed. Teacher |
| Daniel Monheit | CSE Meetings/Special Ed. Teacher |
| Melissa Phelps | CSE Meetings/Special Ed. Teacher |
| Melissa Sokota | CSE Meetings/Special Ed. Teacher |
| Joanna Wilcox | CSE Meetings/Special Ed. Teacher |
| Jacqueline Wild | CSE Meetings/Special Ed. Teacher |
| Randa Abdelrahman | CSE Meetings/Regular Educator |
| Kimberly Sturgis | CSE Meetings/Regular Educator |
| Kristian Anderson | CSE Meetings/Regular Educator |
| Rachel Busher | CSE Meetings/Regular Educator |

| | |
|---------------------|-------------------------------|
| Jennifer Cone | CSE Meetings/Regular Educator |
| Tara Crowder | CSE Meetings/Regular Educator |
| Paulette Easterlin | CSE Meetings/Regular Educator |
| Matthew Elkin | CSE Meetings/Regular Educator |
| Laura Faure | CSE Meetings/Regular Educator |
| Nicole Foti | CSE Meetings/Regular Educator |
| Kathryn Gulitti | CSE Meetings/Regular Educator |
| Adrienne Houk-Maley | CSE Meetings/Regular Educator |
| Souad Kurzban | CSE Meetings/Regular Educator |
| Ann Macur | CSE Meetings/Regular Educator |
| Ellen Makow | CSE Meetings/Regular Educator |
| Joel Neden | CSE Meetings/Regular Educator |
| Krista Pachomski | CSE Meetings/Regular Educator |
| Mary Jo Serrao | CSE Meetings/Regular Educator |
| Kathryn Stewart | CSE Meetings/Regular Educator |
| Robin Taliaferro | CSE Meetings/Regular Educator |
| Michele Walden | CSE Meetings/Regular Educator |
| Justin Finnegan | CSE Meetings/Speech/Language |
| Lara Savelson | CSE Meetings/Speech/Language |
| Meri Lederer | CSE Meetings/Social Worker |
| Renee Reynolds | CSE Meetings/Social Worker |
| Lisa Watkins | CSE Meetings/Social Worker |
| Rheam Deans | CSE Meetings/Psychologist |
| Mary Kay Fiore | CSE Meetings/Psychologist |
| Joy Van Vlack | CSE Meetings/Nurse |

13.10 Home Tutor

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 employee for the 2017-2018 school year:

Name

Gerald J. Teters

13.11 Appointment of Election Inspectors

Recommendation – that the New Paltz Central School District approve the following resolution:

BE IT RESOLVED, that the Board of Education does hereby appoint the following individuals as election inspectors for the 2017-2018 school year: Richard Linden (unpaid), Nancy Kasznay, Denise Martino, Kathleen Mironchik, Ronald Mironchik, Leslie Rosen, Mark Rosen, Frances Perconti, June Sanson, Alma Sloan, Andrea Thompson, David Thompson, Randy Kitzman, Mary Heyer, Andree Guido, Sarah Faoro, Charles Pane, and Nancy Vasile at a rate of \$200 for full day inspectors and a rate of \$12.50 per hour for hourly inspectors, and appoint Mary Carol Cryer and David L. Miller for the 2017-2018 school year at a rate of \$200 for a full day as election inspectors certified as Key Masters by the Ulster County Board of Elections to operate the electronic voting machines; and

BE IT FURTHER RESOLVED, that the Board does hereby appoint Denise Martino as Chairperson of the 2018 Annual Meeting and Election.

13.12 Request for Approval of the Terms and Conditions for Assistant Superintendent for Business

BE IT RESOLVED that the New Paltz Central School District Board of Education hereby approves the terms and conditions agreement for the Assistant Superintendent for Business, whose terms and conditions of employment are not covered under a collective bargaining agreement, dated April 26, 2018 for the 2018-2019 and 2019-2020 school years. A copy of said agreement shall be incorporated by reference within the minutes of this meeting.

13.13 Leave Request Extension – Administrative

Recommendation - that the following resolution be approved: BE IT RESOLVED, that the New Paltz Central School District Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby approve an unpaid leave extension for the following administrative employee:

| Name | Title | Effective Dates |
|------------------------|----------------------------------|------------------------|
| Kathleen Clark-Simmons | Coordinator of Special Education | 5/15/2018-6/22/2018 |

Motion to approve items 13.4 through 13.13 carried 6 to 0 with 6 members voting.

OLD BUSINESS

OLD BUSINESS

Motion made by Brian Cournoyer and seconded by Matthew Williams to approve item 14.1 as amended. Motion carried 6 to 0 with 6 members voting.

14.1 Second Reading of Policy 6540 Defense and Indemnification of Board Members, Officers and Employees

201808 6540

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Personnel

SUBJECT: DEFENSE AND INDEMNIFICATION OF BOARD MEMBERS, OFFICERS AND EMPLOYEES

Liability Protection Pursuant to Education Law

The Board of Education recognizes its statutory obligation to indemnify School District employees (and in certain circumstances, Board of Education members, officers and volunteers) pursuant to the provisions of Sections 3023, 3028 and 3811 of the Education Law. For the purposes of this policy, the term "employee" shall be as defined in the applicable statute(s).

The District shall not be subject to the duty to defend unless the employee, within the time prescribed by statute, delivers appropriate notice of the claim to the Board of Education.

- a) ~~For purposes of Education Law Section 3811, the employee must give written notice within five (5) days after service of process upon him/her and should include a copy of the .The statute mandates only written notice of the claim to the Board of Education; however, submission of relevant legal documents, by the employee to the Board is also encouraged.~~
- b) For purposes of Education Law Sections 3023 and 3028, the employee must deliver the original or a copy of the relevant legal documents to the Board within ten (10) days after service of process upon him/her.

~~To the extent permitted by law, T~~he District will provide a legal defense and/or indemnification for all damages, costs, and reasonable expenses incurred in the defense of an action or proceeding if authorized pursuant to statute and provided that the alleged action or omission which occurred or allegedly occurred is covered by the appropriate statute(s). Furthermore, the District will not be required to provide indemnification protection and/or a legal defense unless the employee was, at the time of the alleged incident, acting in the discharge of his/her duties within the scope of his/her employment or authorized volunteer duties and/or under the direction of the Board of Education.

Public Officers Law Section 18

_____ The Board of Education hereby also confers the benefits of Section 18 of the New York State Public Officers Law upon the "employees" of the District, which includes Board members, the Superintendent, District officers and employees, volunteers expressly authorized to participate in a District sponsored volunteer program, or any other person holding a position by election, appointment, or employment in the service of the District, whether or not compensated. The term "employee" also includes a former employee, their estate or judicially appointed representative, as defined in Section 18 of the Public Officers Law; and The District assumes the liability for the costs incurred in accordance with the provisions of Section 18. The benefits accorded to District employees under Section 18 of the Public Officers Law shall supplement and be available in addition to defense or indemnification protection conferred by other enactments or provisions of law.

~~The term "employees" shall include members of the Board of Education; the Superintendent; District officers; District employees; volunteers expressly authorized to participate in a District sponsored volunteer program; or any other person holding a position by election, appointment or employment in the service of the District, whether or not~~

~~compensated. The term "employee" shall also include a former employee, his/her estate or judicially appointed representative.~~

Pursuant to the provisions of Section 18 of the Public Officers Law, and upon compliance by the employee with the requirements of this statute, the District shall provide for the defense of the employee in any state or federal civil action or proceeding, ~~state or federal~~, arising out of any alleged act or omission which occurred or allegedly occurred while the employee was acting within the scope of his/her public employment or duties. Furthermore, the District shall indemnify and save harmless its employees in the amount of any judgment obtained against such employees in a state or federal court, or in the amount of any settlement of a claim, provided that the act or omission from which such judgment or claim arose occurred while the employee was acting within the scope of his/her public employment or duties. However, in the case of a settlement, the duty to indemnify and save harmless shall be conditioned upon the approval of the amount of the settlement by the Board of Education.

The duty to defend and/or indemnify and save harmless, in accordance with Section 18 of the Public Officers Law, shall be conditioned upon the delivery by the employee to the School Attorney or to the Superintendent a written request to provide for his/her defense, together with the original or a copy of any summons, complaint, process, notice, demand or pleading within ten (10) days after he/she is served with such document. Pursuant to Section 18, the full cooperation of the employee in the defense of such action or proceeding and in the defense of any action or proceeding against the District based upon the same act or omission, and in the prosecution of any appeal, shall also be required as a condition for the District's duty to defend and/or indemnify and save harmless to exist.

Exceptions to Liability Coverage

Indemnification coverage and/or provision of a legal defense by the District will not apply unless the actionable claim is of the type covered by the statute(s) and/or is not otherwise exempt from coverage pursuant to law. Additionally, indemnification coverage and/or the duty to provide a defense shall not arise where such action or proceeding is brought by or on behalf of the School District.

Paul D. Coverell Teacher Protection Act of 2001, as

~~re~~authorized by the ~~No Child Left Behind Act of 2001, Every Student Succeeds Act~~

20 United States Code (USC) ~~Chapters 28 and 70, Section 6731-et seq.~~

~~Education Law Sections 1604(25) and, 1604(31-b), 1709(26) and, 1709(34-b), 2560, 3023, 3028 and 3811~~

General Municipal Law Sections 6-n and 52

Public Officers Law Section 18

Adopted: 7/16/08

Revised:

Motion made by Sophia Skiles and seconded by Matthew Williams to approve item 14.2. Motion carried 6 to 0 with 6 members voting.

14.2 Second Reading of Policy 1330 Appointments and Designations by the Board of Education

2018 08

1330
1 of 4

By-Laws

SUBJECT: APPOINTMENTS AND DESIGNATIONS BY THE BOARD OF EDUCATION

Appointments

The Board is authorized to appoint individuals to offices and positions which will facilitate the meeting of its responsibilities to the State, the School-~~System~~District, and the community. These appointments usually take place at the Annual Organizational Meeting in July.

The following shall be appointed annually:

- a) District Clerk;
- b) District Treasurer;
- c) Deputy Treasurer;
- d) Tax Collector ~~and Deputies~~;
- e) External (Independent) Auditor;
- e)f) Internal Auditor
- f)g) Central Treasurer, Extraclassroom Activities Account;
- hg) Chief Fiscal Officer;
- hi) School District Attorney;
- ij) Audit Committee.

The following ~~must will also~~ be appointed ~~but need not be reappointed annually~~:

- ~~e) Census Enumerator and assistants; names are not available at this time~~
- a) Director of School Health Services (~~District~~School Physician/Physician Assistant/Nurse Practitioner);
- b) Supervisors of Attendance;
- c) Committee on Special Education and Committee on Preschool Special Education;

- d) Records Access ~~Officer/Records Appeal Officer/Records~~ Management Officer;
- e) ~~Asbestos Hazard Emergency Response Act (AHERA) Local Educational Agency (LEA.)~~ designee;
- e)f) ~~Chief Emergency Officer~~
- g) ~~Title VI, VII and IX Complaint Officers/~~
- h) ~~Section 504/ADA Compliance Officer;~~
- i) ~~Civil Rights Compliance Officer~~
- j) ~~Dignity Act Coordinators (one in each building) and District Dignity Act Coordinator.~~
- ƒk) ~~Chief Election Inspector;~~
- g)l) ~~Election Inspectors;~~
- h)m) ~~Custodian of Election Machines;~~
- i)n) ~~Official for Bid Opening;~~
- j)o) ~~Continuing Education Administrator; cut from the budget 10-12 years ago~~
- p)o) ~~Asbestos Coordinator;~~
- k)p) ~~Regular Meeting Times and Place of School Board Meetings;~~
- h)q) ~~Substitute Records Access Officer;~~
- m)r) ~~OSHA Coordinator;~~
- n)s) ~~Safety Coordinator;~~
- o)t) ~~Affirmative Action Officer;_~~
- p)u) ~~District Holidays;~~
- q)v) ~~Liaison for Homeless Children and Youth;~~

~~→w)~~ Chemical Hygiene Officer.

The following may also be appointed:

- ~~a) — School Attorney; (duplicate)~~
- a) Claims Auditor/Deputy Claims Auditor;
- ~~b) — Internal Auditor; (added to required)~~
- ~~e)b)~~ Insurance Advisor;
- c) Copyright Officer;
- d) Fiscal Advisor
- e) Bond Counsel
- ~~d)f) Task Force for Change and Diversity;~~

The following organizations shall be recognized as official school-related organizations:

➤ ~~a) Parent Teacher Associations;~~ Duzine/Lenape PTA

~~a)b) Middle School PTA~~

~~—e) High School PTSA~~

d) New Paltz CSD Foundation for Student Enhancement

➤ e) New Paltz Athletic Association;_

~~g) Task Force for Change and Diversity;~~

➤ ~~f) New Paltz Music Association;~~ New Paltz Arts in the School

➤ ~~b) Japan Committee. ??~~

Designations

The following designations shall be made by the Board of Education at the Annual Organizational Meeting in July:

- a) Petty Cash Fund(s);
- b) Official Newspaper(s);

- c) Official Bank Depositories;
- d) Official Bank Signatories;
- e) Purchasing Agent;
- f) Certifier of Payrolls;
- g) Designated Educational Official (DEO) to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings;
- h) School Pesticide Representative;
- i) Reviewing Official, Hearing Official and Verification Official for participation in the federal Child Nutrition Program (the Hearing Official may not be the same person as the Reviewing and/or Verification Official).
- j) Individual authorized to enter into Resolution Agreements pursuant to Part 200.5(2)(iv) of the Commissioner's Regulations.

Authorizations

- a) Approval of attendance at conferences, conventions, workshops, and the like;
- b) Superintendent to approve budget transfers within limits prescribed by Commissioner's Regulation Section 170.2 and Board guidelines;
- c) Superintendent to apply for Grants in Aid (State and Federal) as appropriate;
- d) Establish mileage reimbursement rate;
- e) Other(s) as deemed appropriate/necessary.

McKinney-Vento Homeless Education Assistance Act,
Section 722, as reauthorized and amended by the No Child Left Behind Act of 2001 Every Student Succeeds Act of 2015
Education Law Sections 305(31), 807, 1709 and 2503. 2801-a,
29 Code of Federal Regulations (CFR) Section 1910.1450
8 NYCRR Parts 155.17, 185
21 NYCRR Parts 1401, 9760

Adopted: 7/16/08

Revised:

Motion made by Sophia Skiles and seconded by Matthew Williams to approve item 14.3 as amended. Motion carried 6 to 0 with 6 members voting.

14.3 Second Reading of Policy 5662 Charging School Meals

2017 2018 5662

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Non-Instructional/Business Operations

SUBJECT: CHARGING SCHOOL MEALS

The Board of Education recognizes the importance of good nutrition and the impact on student learning. The Board of Education recognizes that, on occasion, students may not have enough funds to pay for a meal. To ensure that students do not go hungry, and minimize the fiscal burden to the District, the Board will allow students who do not have enough funds to “charge” the cost of meals to be paid back at a later date subject to the terms in this policy.

1. Elementary School and Middle School students may charge meals without limit;
2. High School students may charge up to \$30.
3. Only regular reimbursable meals may be charged, excluding extras, à la carte items, and snacks;
4. All elementary and middle school student communications regarding unpaid meal charges shall be directly and solely with the parent/guardian (“parent”). No student in elementary or middle school will be told of unpaid meal charges.
5. A computer-generated point of sale system which identifies and records all meals, allows for automatic replenishment, as well as collects repayments will be used. Parents are encouraged to utilize the automatic replenishment option; and
6. Charged meals must be counted and claimed for reimbursement on the day that the student charged (received) the meal, not the day the charge is paid back. When charges are paid, these monies may not be considered “à la carte” transactions.

High School students eligible for free meals shall not be denied a reimbursable meal, even if they have accrued a negative balance from other cafeteria purchases. No student with unpaid charges will be prohibited from purchasing food if they have money that day.

When a student’s account balance is a negative balance and a meal is thereafter charged, the District will discreetly notify the parent of the balance, the process to refill the account, and the District’s policy on charging school meals. This notification will continue regularly until the account is replenished. Parents must repay all unpaid charges remaining at the end of the year or before their child leaves the district, whichever occurs first.

The District shall also discreetly notify parents of students with ongoing negative balances of the application process for free and/or reduced price meals. If a parent regularly fails to provide meal money and does not qualify for free or reduced price meals, the District may take other actions as appropriate, including notifying the local department of social services if neglect is suspected.

The District will consider the written request of a parent/guardian that his/her child not be permitted to charge school meals and not be provided with school meals or alternate meals, as long as the parent/guardian assures the District, in writing, that his/her child will bring lunch or will have money to purchase lunch each day. If the request is granted and the District becomes aware that a child does not have a lunch meal or the ability to purchase a school meal on a regular basis, the District will notify the parent/guardian of the circumstance and will take other actions as appropriate.

The school District shall notify parents/guardians in writing on an annual basis, at the start of the school year, and to families transferring into the district during the year, of the requirements of this policy. The policy shall also be published on the District website and may be included, as appropriate, in other District publications. All staff involved in implementing and enforcing this policy shall also be notified of these requirements and their responsibilities.

Unpaid Meal Charges and Debt Collection

Unpaid meal charges shall be considered “delinquent” in accordance with the District’s accounting practices. The District shall attempt to recover unpaid meal charges before the end of the school year, but may continue efforts into the next school year. The District shall notify parents of unpaid meal charges at regular intervals, and may engage in collection activities. The District shall offer repayment plans, and may take other actions that do not result in harm or shame to the child, until unpaid charges are paid.

Account Balances

Remaining funds will be carried over to the next school year. When students leave the District or graduate, the District will attempt to contact the parents to return remaining funds. Parents may request, in writing, that funds be transferred to other students (e.g., siblings) or to unpaid accounts. Unclaimed funds remaining after three months may be absorbed by the school meal account.

Staff

Staff members are allowed to purchase food from the District’s food services. However, all purchases must be paid for at the point of sale in cash or credit/debit card. Staff members are not allowed to charge meals to be repaid later.

Cross-ref: Policy 5660 (School Food Service Program [Lunch and Breakfast]).

Ref: 42 USC §1779 (Child Nutrition Act of 1966)
42 USC §§1758(f)(1); 1766(a) (National School Lunch Act)
2 CFR §200.426 (accounting for debt in federal programs)
7 CFR §§210.9 210.12; 210.19; 220.13; 245.5 (accounting in federal school meal programs)
Healthy, Hunger-Free Kids Act (Public Law 111-296), §143
USDA Report to Congress, Review of Local Policies on Meal Charges and Provision of Alternate Meals, June 2016, www.fns.usda.gov/sites/default/files/cn/unpaidmealcharges-report.pdf
Unpaid Meal Charges: Local Meal Charge Policies, USDA FNS Memo SP 46-2016 (07/08/16), www.fns.usda.gov/unpaid-meal-charges-local-meal-charge-policies
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Unpaid Meal Charges: Guidance and Q&A, USDA FNS Memo SP 23-2017 (03/23/17), <https://fns-prod.azureedge.net/sites/default/files/cn/SP23-2017os.pdf>
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Overcoming the Unpaid Meal Challenge - Proven Strategies from Our Nation’s Schools, USDA FNS Guidance Document (May 2017), <https://fns-prod.azureedge.net/sites/default/files/cn/SP29-2017a1.pdf>
Student Meal Charge Policy, NYSED Guidance Memo, (5/30/17), <http://www.cn.nysed.gov/content/student-meal-charge-policy>

Adoption date: 12/20/17

Revised:

NEW BUSINESS

NEW BUSINESS

Motion made by Matthew Williams and seconded by Kathy Preston that the Board of Education approve the following resolution:

15.1 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. 14509, 14158, 14818, 12312, 14829, 14529, 14569, 14566, 14600, 14639, 14664, 14758, 11282, 13233, 12197, 12160, 13229, 14459, 12578, 11510, 12129, 12677, 12157, 12158, 14095
Motion carried 6 to 0 with 6 members voting.

15.2 Request for Approval of Contingent Expense-Lenape Roof Repair

Motion made by Sophia Skiles and seconded by Brian Cournoyer that the Board of Education approve the following resolution:

Recommendation – that the New Paltz Central School District Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby approve the following resolution:

WHEREAS, the roof at Lenape Elementary School is leaking in several places and continued leaking will cause a health and safety issue in the building and damage the School District’s property; and

WHEREAS, in order to ensure the safety, health and welfare of the students and employees in this school building as well as to preserve the property of the School District, it is necessary to immediately repair the roof at Lenape Elementary School, including associated work; and

WHEREAS, the Board of Education is empowered to determine that the expense of this activity is an ordinary contingent expense within the meaning of '2023 of the New York State Education Law and '170.2(l) of the Regulations of the Commissioner of Education, and that the project constitutes an emergency within the meaning of '103 of the General Municipal Law and, therefore, competitive bidding shall not be required;

THEREFORE, BE IT RESOLVED, that the Board of Education of the New Paltz Central School District hereby determines and declares that the cost of the roof repair, including associated work and incidental costs, at Lenape Elementary School constitutes an ordinary contingent expense within the meaning of '2023 of the Education Law and '170.2(l) of the Regulations of the Commissioner of Education, and an emergency within the meaning of '103 of the General Municipal Law, and hereby authorizes the expenditure of a sum not to exceed \$60,000 for such purpose; and

BE IT FURTHER RESOLVED, that the Board hereby determines that that the roof repair project at Lenape Elementary School will not have a significant environmental impact and declares this project a Type II Action pursuant to '617.5 of the State Environmental Quality Review Act; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the Superintendent of Schools to make transfers between and within functional unit appropriations in the general fund and/or by the transfer of funds in the unassigned fund balance in the general fund to the capital fund in order to pay the costs of this ordinary contingent expense.

Motion carried 6 to 0 with 6 members voting.

OTHER DISCUSSION

None.

OTHER DISCUSSION

PUBLIC COMMENTS

Maggie Veve, New Paltz-commented on health and wellness work being done at the High School and commented on the single payor system.

Edgar Rodriguez, New Paltz-congratulated the board for work done on the issue of sleep time.

PUBLIC COMMENT

ADJOURN

Motion made by Brian Cournoyer and seconded by Sophia Skiles that the Board adjourn at 10:06 PM.

Motion carried 6 to 0 with 6 members voting.

ADJOURN

Respectfully submitted,

Dusti Callo
District Clerk