

NEW PALTZ CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION BUSINESS MEETING

April 24, 2019
6:30 PM – District Office

2018-2019 Board of Education Focus Areas

- Mental Health – Continuum of Well-Being
- Racial Equity
- Communications

1. CALL MEETING TO ORDER/ROLL CALL

2. PLEDGE TO THE FLAG

3. AGENDA CHANGES

4. PUBLIC COMMENTS

Speakers are asked to please limit their comments to two minutes in order to ensure everyone has a chance to speak. Public comments are not meant to be a dialogue, rather a time for the board to hear comments from the public.

5. MINUTES OF MEETING

Recommendation - that the New Paltz Central Schools Board of Education accept the minutes of the Regular Workshop Meeting of April 10, 2019.

6. FINANCIAL REPORTS

- Treasurer's Report-March 2019
- Claims Audit Report-February 2019 and March 2019

7. BOARD COMMUNICATIONS

- Availability of Contraception in the High School Nurse's Office-Dr. M. Carpenter will share information on this topic
- Capital Project Update: Bill Wisbauer, TetraTech and Luis Rodriguez, The Palombo Group

7.1 Request for Approval to Award Bids

Recommendation - that the following resolution be approved: The New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby award the following bids for Project K (Kitchen):

General Construction Work:

Darlind Associates, Inc.

Base Bid	\$ 865,000.00
Alternate No. 3 Cafeteria Floors	\$ (+)17,000.00
Alternate No. 7 Structural Reinforcing for Air Conditioning	\$ (+)25,000.00
Total	\$ 907,000.00

Plumbing Construction Work:

CB Strain, A Division of Dynamic Systems

Base Bid	\$ 228,900.00
Total	\$ 228,900.00

Mechanical Work:

John W. Danforth Company

Base Bid	\$ 178,000.00
Alternate No. 5 Air Conditioning for Existing AH-6 in Mechanical Room 146	\$ (+)22,000.00
Total	\$ 200,000.00

Electrical Construction Work:

Sausto Contracting, Inc.

Base Bid	\$ 181,500.00
Alternate No. 1 Cafeteria Lighting	\$ (+)6,900.00
Alternate No. 4 Air Conditioning for Kitchen 143 & Cafeteria 140	\$ (+)9,100.00
Alternate No. 5 Air Conditioning for Existing AH-6 in Mechanical Room 146	\$ <u>(+)2,000.00</u>

Total \$ 199,500.00

Kitchen Equipment Work:

BHS Food Service Solutions

Base Bid	\$ 444,111.00
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Total \$ 444,111.00

8. PERSONNEL (CONSENT AGENDA)

8.1 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
Suzanne Seaholm	Teaching Assistant	7/01/2019	30

8.2 Non-Instructional Resignation for the Purpose of Retirement

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
Kelly DeStefano	School Bus Driver	04/28/2019	13

8.3 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 11, 2018 Organizational Meeting:

Name	Effective Dates
Emeline Hastings	4/25/2019 – 6/30/2019

8.4 Instructional Appointment – Leave Replacement

BE IT RESOLVED, that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby approve the leave replacement appointment of the following instructional employee for the 2018/2019 school year:

Name	Title	Effective Dates	Step/Salary
Ian Dorset	English Teacher	5/02/2019 - 5/29/2019	BA Step 1, \$54,130 (pro-rated)

8.5 Non-Instructional Appointment - Substitute

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
Shelley Hampton	Substitute School Bus Attendant	04/25/2019	\$13.50/hr

8.6 Instructional Leave of Absence

Recommendation that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby approve an unpaid leave of absence for the following instructional employee:

Name	Title	Effective Dates
Nicole (DeNome) Walker	Special Education Teacher	2/28/2019 – 9/01/2019

8.7 Non-Instructional Resignation

BE IT RESOLVED, 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

Name	Title	Effective Date
Patricia Peck	School Bus Driver	May 2, 2019

9. OLD BUSINESS

9.1 Third Reading of Policy 7550 Student Sexual Harassment

2019 7550

Students

SUBJECT: STUDENT SEXUAL HARASSMENT

It is District policy to prohibit sexual harassment and student gender discrimination in the schools, at school activities, and at events sponsored by the District. To that end, all ~~officers, supervisory personnel, employees, and~~ students of the District shall be given a copy of this policy and education ~~training~~ regarding its terms, procedures, protections and penalties.

Prohibited Conduct

The two forms of prohibited conduct below cover both sex-based harassment, including but not limited to sexual harassment, sexual assault, and sexual exploitation, as well as harassment based on gender identity, gender expression, and nonconformity with gender stereotypes. Definitions for italicized terms in the two provisions are offered in the next section. In addition, in the definitions, terms that are further defined are also italicized.

1. No person may engage in sex-based harassment that creates a hostile environment in or under any program or activity of this District.
2. No person may condition a decision or benefit on a student’s submission to sex-based harassment (regardless of whether the student resists and suffers the threatened harm or submits and avoids the threatened harm).

Sexual ~~h~~Harassment is defined as discrimination against a person on the basis ~~of a different or the same sex because~~ of their sex or gender identity, which creates a sexually hostile learning or school environment.

Sexual harassment that creates a hostile learning ~~or school~~ environment is either pervasive ~~and/or~~ severe conduct that involves unwelcome: sexual advances; sexual conduct that constitutes a crime; sexual touching; indecent exposure of a sexual nature; pervasive sexual remarks, comments, displayed materials, printed materials, electronic media, or jokes.

The determination of a hostile learning or school environment shall be objective, based upon the viewpoint of a reasonable person and subjectively perceived to be so by the complainant.

Gender discrimination is defined as pervasive ~~and/or~~ severe conduct intended to intimidate, ~~or~~ demean, or dominate a person or conduct which adversely treats a person ~~of the other gender~~ differently in the learning environment ~~work place~~ on the basis ~~because~~ of their gender or gender presentation.

Procedure

Any student who believes that they have been subjected to sexual harassment or gender discrimination by an officer, employee, student, parent, chaperone, guest, or visitor ~~business invitee~~ is encouraged to address the matter with any District Title IX Officer *who shall promptly conduct an intake interview and explain the following options for resolution:

1. Registering an informal complaint~~han~~ verbally or in writing; or
2. Registering a formal complaint verbally or in writing; or
3. Engaging in mediation* to arrive at a resolution of the matter; or
4. Placing the district on notice of the objectionable conduct without seeking a resolution through the complaint process or mediation.

***Mediation is never appropriate in cases of sexual assault.**

The Title IX Officer shall not recommend, coerce, or otherwise encourage the student complainant to choose a specific pathway unless the complainant affirmatively requests such counsel.

The Title IX Officer shall be authorized to proceed with a matter raised in number 4 as if it had been filed as an informal complaint or a formal complaint at their discretion.

The intake Title IX Officer will also explain that the complaining student shall not be subject to retaliation or retribution by reason of making the complaint and that confidentiality shall be maintained throughout the process, except as necessary to assure fair and due process.

Informal and Formal Complaints

All complaints shall be received in writing or reduced to writing by an intake Title IX Officer, who shall personally, or by referral to the Title IX Officer, or a person of authority, conduct a full and fair investigation of the complaint, make written findings of fact and, where warranted, recommend a resolution to the Superintendent of Schools. The Superintendent of Schools shall advise the complainant and the subject of the complaint of the disposition of the complaint, which may include:

1. A finding that this policy has not been violated; or
2. A finding that this policy has been violated and a critical evaluative letter has been issued with a requirement of corrective training for the subject of the complaint if the subject is an employee; or if the subject is a student,
3. That disciplinary action has been taken, or where pre-disciplinary charges must be preferred, that they have been preferred in order to convene a disciplinary hearing,
4. **Persons of authority include the Assistant Principal, Building Principal, Deputy Superintendent, Assistant Superintendent, the Board of Education, or Board-approved investigator(s).**

Alternates

The Board shall appoint one (1) Title IX Officer and several designated Title IX formal complaint investigators. If the complaint is about the Superintendent of Schools, the Board shall stand in the Superintendent's place for review activities.

Appeal of Formal Complaints

If a formal complaint has not been resolved ~~processed to conclusion a satisfactory disposition~~ by the Superintendent within thirty (30) school days, unless extended with the written consent of the complainant, the complainant may ~~must~~ appeal in writing to the Board to address the failure. **The Board will then direct the Superintendent to conduct ~~and direct~~ an expedited investigation with a report back to the Board within fifteen (15) school days.**

~~Regarding matters that have been resolved timely investigated to conclusion, a~~ An appeal to the Board may be taken by the complainant or the subject of the complaint within thirty (30) school days of being informed of the findings upon the allegations in the complaint.

Confidentiality

The District's Title IX Officer, the Superintendent of Schools, and the Board of Education shall, to the maximum extent possible, maintain as confidential the transactions(=) underlying the proceedings or complaint, the outcome of a mediated agreement and action taken, including formal discipline. The subject of the proceedings or complainant, however, shall be informed of the identity of the person who commenced the proceedings or complaint in order to provide fair and due process. Both the complainant and the subject of the complaint shall be given a copy of the findings in the matter of a formal complaint.

Consequences

Any officer, supervisor, or employee who violates this policy shall be subject to corrective action up to and including termination of office or employment, with due process provided as necessary. Students who violate this policy shall be subject to disciplinary or other corrective action.

Any complaint that is determined to have been processed maliciously or in bad faith shall be deemed to be in violation of this policy and may give rise to disciplinary consequences against the complainant.

District Title IX Officer

Contact information may be found on the District website or by calling the Pupil Personnel Services Office at (845) 256-4040.

9.2 Second Reading of Policy 6211 Recruitment

2008 2019 6211

Personnel

SUBJECT: RECRUITMENT AND HIRING

~~It is the policy of the Board that recruitment efforts be designed to promote applications by diverse individuals and those efforts be reviewed annually with the Board of Education. The Board of Education will attempt to attract, secure, and hold qualified personnel for all positions.~~

The Board of Education recognizes the importance of, and affirmatively seeks to recruit, employ and retain, diverse, highly-qualified and well-prepared personnel in all capacities. Recruitment refers to the overall process of attracting, selecting, and appointing individuals who actively promote the highest levels of achievement and well-being for every student, utilizing a process that demonstrably promotes racial equity.

~~The criteria to be used in evaluating candidates should include, but not be limited to: applicable certification or license, high academic achievement capacity to facilitate learning, appropriate and applicable work experience, strong professional recommendations, and a demonstrated commitment to social/emotional development, racial equity, cultural proficiency, and inclusivity. Experience in crisis intervention and de-escalation, as well as trauma-informed and restorative practices must also be considered as vital to the district will be viewed as assets to the District. It is the obligation of the Superintendent of Schools to recommend the most highly-qualified candidate.~~

Recruiting procedures shall enable the District to seek qualified candidates from a variety of sources, including present staff. Any current employee of the District may apply for any position for which he/she meets stated requirements.

~~It is will be~~ the duty of the Superintendent of Schools to see that persons recommended for employment in the schools meet all requirements of the Board for the type of position for which the nomination is made. ~~The Superintendent, in consultation with school community stakeholders, will develop recruitment and hiring regulations that include procedures for recruitment, screening applications, selecting and interviewing candidates, and rating candidate qualifications for the position. The regulations must demonstrably promote equity. Demonstrable efforts to advance equity would include the following:~~

- ~~the specific methodology utilized to recruit and attract diverse applicants~~
- ~~the collection and reporting of data pertaining to the number of applications received and the demographic characteristics provided by the applicants~~
- ~~he specific criteria used guidelines consulted to select applicants for interview as well as self-reported demographic characteristics of candidates interviewed~~
- ~~a the process for the selection of a search and interview committees that represents a diverse cross-section of staff and stakeholders from the community and student body. Historically and demographically Under-represented groups are to should have equal guaranteed opportunity opportunities to serve on search and interview committees, and affirmative efforts should be made to ensure participation. These efforts must be included in the recruitment and hiring procedure.~~
- ~~the process for evaluating the efficacy of all recruitment and hiring procedures in promoting racial equity and recruiting diverse and highly-qualified applicants diversifying staff.~~
- recruitment efforts designed to attract diverse applicants

~~This recruitment and hiring policy, and recruitment and hiring procedures must shall be reviewed and approved annually by the Board of Education. To facilitate the Board's review, the Superintendent shall include relevant reports and data at least annually to the Board of Education. The data from searches should be included as a metric in the annual District Equity Report Card. The review must include an analysis of the efficacy of the current policy and procedures in terms of attracting and recruiting diverse applicants.~~

While the Board may accept or reject a recommendation, an appointment will be valid only if made with the recommendation of the Superintendent. In the case of a rejection, it is the duty of the Superintendent to make another recommendation. No person shall be considered employed until a resolution to that effect has been approved by the Board.

~~The Superintendent will develop and implement District wide administrative practices for selecting and hiring personnel. It is the obligation of the Superintendent of Schools to recommend the most highly qualified candidates.~~

The Superintendent has the authority to employ the recommended candidate as a provisional substitute pending Board approval of his/her probationary appointment at the very next Board meeting.

The New Paltz Central School District is an equal opportunity employer.

Age Discrimination in Employment Act,
29 United States Code (USC) Section 621
Americans With Disabilities Act,
42 United States Code (USC) Section 12101 et seq.
Section 504 of the Rehabilitation Act of 1973,
29 United States Code (USC) Section 794 et seq.
Title VI of the Civil Rights Act of 1964,
42 United States Code (USC) Section 2000d et seq.
Title VII of the Civil Rights Act of 1964,
42 United States Code (USC) Section 2000e et seq.
Title IX of the Education Amendments of 1972,
20 United States Code (USC) Section 1681 et seq.
Civil Rights Law Section 40-c
Education Law Section 3012
Executive Law Section 290 et seq.
Military Law Sections 242 and 243

Adopted: 7/16/08

Revised: XX/XX/2019

9.3 Second Reading of Policy 1510

2013 2019

1510
1 of 5

By-Laws

SUBJECT: BOARD OF EDUCATION MEETINGS

Board meetings shall be open to the public and conducted in accordance with Article 7 of the Public Officers Law, known as the "Open Meetings Law" and other applicable statutes.

Regular Meetings

The Board of Education shall meet at least one time each month for the purpose of conducting the business of the District. The dates and times of the regular monthly meetings will be established at the annual organizational meeting, but subject to change by the Board as necessary.

Special Meetings

Special meetings of the Board may be called on at least 24 hours notice to all Board members at the direction of the Board President or upon the request of any Board member.

Any member of the Board may call for a special meeting. A reasonable and good-faith effort will be made by the Superintendent or the Board President, as the case may be, to give every member of the Board twenty-four (24) 24-hours' notice of the time, place, and purpose of the meeting. In an emergency, however, the members may waive the twenty-four (24)-hour notice requirement.

All special meetings will be held at a regular meeting place of the Board and in accordance with all applicable provisions of the Open Meetings Law. Public notice of the time and place will be given, to the extent practicable, to the news media, and it will be conspicuously posted in one or more designated public locations at a reasonable time before the meeting.

Board Retreats

The Board of Education may hold Board development retreats where no School District business is conducted. These retreats are exempt from the requirements of the open meeting rule. (NYS Department of State, Committee on Open Government, OML-AO-#1973, September 13, 1991.)

Notice of Meetings

Notice of meetings scheduled at least one week in advance shall be given to all members of the Board, the Superintendent of Schools and news media, as well as conspicuously posted in one or more designated public places at least seventy-two (72) hours prior to the meeting. When meetings are scheduled less than one week in advance, the Board shall provide public notice to the extent practicable.

Agenda Setting

The Superintendent and the Board President and/or Vice President, will prepare the agenda for each Board meeting. The order of business will be constructed to help the Board accomplish its business expeditiously.

Items of business may be suggested by Board members, administrators, other faculty and staff members, and the public. Such suggestions must be submitted in writing to the District Clerk at least ten (10) days before the meeting. Suggestions that are submitted less than ten (10) days prior to the meeting may be added to the agenda at the discretion of the Board President or Superintendent.

The agenda and supporting materials, including the minutes of the previous meeting or meetings, will be distributed to Board members during the week preceding the meeting.

Quorum and Voting

A majority of the members of the Board of Education (four members) shall constitute a quorum for the transaction of business at a Board meeting. If a quorum is not present within twenty (20) minutes of the time set for a Board meeting, the meeting will be rescheduled or cancelled. Notice of the rescheduled meeting will be given to all members of the Board, the public and news media to the extent practicable, depending upon the date to which the meeting is rescheduled.

The Board of Education shall take action by voting upon resolutions presented by one Board member and seconded by another. A majority vote of the full Board is required to adopt a resolution, except in circumstances when a super-majority vote is required:

a) Discontinuing a designated textbook within five years of adoption requires a three-quarters (3/4) vote of the Board;

±

a)b) If a relative, by blood or marriage, of a Board member is employed in a teaching position or appointed to tenure, a two-thirds (2/3) vote of the Board is required;

b)c) Standardization on a particular type of equipment or supplies must be determined to be in the best interests of the District by a two-thirds (2/3) vote of the Board;

e)d) A vote to place a proposition before the voters for an object or purpose for which bonds may be issued requires a three-fifths (3/5) vote of the Board.

All actions requiring a vote can be conducted by voice, show of hands or roll call. The vote of each Board member shall be recorded on each action of the Board.

Videoconferencing

If videoconferencing or online technology is used to conduct a meeting, the public notice for the meeting will inform the public, identify all the locations for the meeting, and state that the public has the right to attend at any of the locations, in accordance with Open Meetings Law. If a meeting is streamed live over the Internet, the public notice will inform the public of the website's Internet address. Voting may be done through videoconferencing, provided that members can be both seen and heard voting and participating from remote locations.

Rules of Order

The Board shall use Robert's Rules of Order, Revised, as a guideline for conducting meetings of the Board of Education, except when such provisions are inconsistent with law or policy, or are suspended by majority vote of the Board. The Board may, at its discretion, waive Robert's Rules and substitute its own procedures by a majority vote of the Board.

Public Participation

Because the Board desires to hear the viewpoints of stakeholdercitizens throughout the District, and as well as conduct its business in an orderly and efficient manner, it will schedule a period during business meetings for brief comments and questions from the public. The Board may set a time limit on the length of this period and/or for individual speakers.

There will be a sign-up sheet at the Board meeting. Persons wishing to address the Board should sign in with their name and town of residence prior to the start of the meeting. At the beginning of the public comment period, the Board President will read the names of speakers, in order, from the sign-in sheet. Each person will come to the microphone when his/her name is called to and delivermake their comments within the time limit. The Board President will have the discretion to limit the speaker's time. Speakers will be allowed two minutes for their comments. thisThe time limit is meant to ensure that everyone has a chance to speak. If a speaker is unable to finish their remarks during the allotted time limit, the comments can be supplemented by submitting a written statement to the District Clerk. A speaker may not yield theirhis/her time to another speaker in order to extend the time for comment. Speakers may not use the public comment platform to address issues that are irrelevant to the District's operations or programs.

Individuals that cannot attend a meeting in person may submit their comment, in writing, to the District Clerk at least three (3) days prior to the meeting. The individual may request that the District Clerk read their comment aloud at the meeting. Comments will not be read until all in-person speakers have had their opportunity to address the Board. The District reserves the right to redact any inappropriate material from the submitted comment. The Board President may, at their discretion, have a printed copy of each submitted comment available at the meeting for public review in lieu having the District Clerk read the comment aloud.

Once all signed-in speakers have spoken and as long as time permits, additional speakers who have not signed in may address the Board on a first come basis.

The Board President shall have the authority to curtail public comment if, in their judgement, the continuation or commencement of the comment period threatens to obstruct the conduction of business.

When a Board member attends a Board meeting by videoconference, any individual attending a Board meeting at the videoconference location may address the Board after all signed-in speakers have spoken.

All speakers shall conduct themselves in a civil, respectful and orderly manner in accordance with the District's Code of Conduct. The Board President will be responsible for orderly conduct of the meeting, time management, for adhering to any time limits and determining the appropriateness of the subject being presented. The Board President shall have the right to discontinue any presentation which violates this policy.

Members of the public wishing to make formal presentations before the Board must make a request at least ten (10) days before the Board Meeting with the District Clerk so that such presentations may be scheduled on the agenda. The Board reserves the right to reject requests for such presentations, ~~and to~~ limit the time for such presentations, ~~or schedule the presentation for a future meeting.~~

Speakers may comment on matters of public interest involving school operations and programs. To protect the privacy rights of the individuals involved, **speakers may not identify any person by name or position.** The Board will not permit discussion involving district personnel, students, or individual members of the Board.

The Board requires that persons wishing to communicate concerns about district personnel or students should begin with the staff member, administrator, or other employee closest to the issue in an attempt to resolve issues at the earliest possible stage. If the issue remains unresolved, persons wishing to discuss matters involving individual district personnel or students should present their comments and/or concerns to the Superintendent during regular business hours. ~~The Board requests that members of the public refrain from specific mention by name or position of district personnel or students. [Refer to atty]~~

~~Persons wishing to discuss matters involving individual members of the Board should present their comments and/or concerns to the District Clerk, in writing, to be forwarded to the entire Board of Education and Superintendent.~~

~~At the conclusion of the public comment period the Board may, at their discretion, offer comments or engage in a brief discussion of the topics or issues raised by members of the public. During such discussions Board members shall be careful to not promise action, be conscious of their role as a deliberative body, and manage their time in consideration of the full agenda. This post-comment discussion period is reserved solely for the Board, Superintendent, and recognized personnel. The Board may ask brief clarifying questions of the original commenter when necessary.~~

Members of the public will not be recognized by the President as the Board conducts its official business, unless the Board agrees to waive this provision.

Minutes

Minutes will be taken by the District Clerk (or Clerk Pro-Tem) at all Board meetings in accordance with the Open Meetings Law. All motions, resolutions, and any other matters formally voted upon by the Board shall be recorded in the minutes, including the final vote of each Board member.

Executive Sessions

Upon a majority vote of its total membership, taken in an open meeting pursuant to a motion identifying the area or areas of the subject or subjects to be considered, the Board ~~of Education~~ may conduct an executive session for discussion of the below enumerated purposes only, provided, however, that no action by formal vote shall be taken except on an Education Law Section 3020-a probable cause finding. For all other purposes, the action by formal vote shall be taken in open meeting and properly recorded in the minutes of the meeting.

- a) Matters that will imperil the public safety if disclosed;
- b) Any matter that may disclose the identity of a law enforcement agent or informer;
- c) Information relating to current or future investigation or prosecution of a criminal offense that would imperil effective law enforcement if disclosed;
- d) Discussions regarding proposed, pending, or current litigation;
- e) Collective negotiations pursuant to Article 14 of the Civil Service Law;
- f) Medical, financial, credit or employment history of any particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of any particular person or corporation;
- g) Preparation, grading or administration of examinations;

- h) Proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities, but only when publicity would substantially affect the value thereof.

Matters discussed in executive sessions must be treated as confidential; that is, never discussed outside of that executive session.

Superintendent Participation

It is the Board's desire that the Superintendent ~~or their his/her designee—designated representative~~, shall attend all meetings of the Board. However, if the Superintendent or ~~their his/her~~ designee is unable to attend a regularly scheduled Board meeting, the Board can still meet at its discretion. The Superintendent or ~~their his/her~~ designee ~~may shall~~ attend all executive session meetings of the Board except those that concern ~~their his/her~~ evaluation and salary determination. The Board may request the attendance of such additional persons as it desires.

Public Officers Law Article 7
Education Law Sections 1708 and 3020-a
General Construction Law Section 41
Public Officers Law Section 106
NYS Department of State, Committee on Open Government,
OML-AO-#1973, September 13, 1991

NOTE: Refer also to Policy #1721 -- Minutes
Adopted: 7/16/08
Revised: 4/03/13
Revised: XX/XX/2019

9.4 Second Reading of Policy 6411 Use of Email in the District Policy

2019 6411
1 of 3

Personnel

SUBJECT: USE OF EMAIL IN THE DISTRICT

Electronic mail (“email”) ~~Email~~ is a valuable business communication tool, however, users must use this tool in a responsible and lawful manner. Every employee and authorized user has a responsibility to be knowledgeable about the inherent risks associated with email usage and to avoid placing the District or themselves at risk. The same laws and business records requirements apply to email as to other forms of written communication. District employees and authorized users will use the District's designated email system for all business-related email, including emails in which students or student issues are involved. Personal accounts and instant messaging will not be used to conduct official business.

Employee Acknowledgement

All employees and authorized users will be required to review a copy of the District's policies on staff use of computerized information resources and any regulations established in connection with those policies. Each user must annually acknowledge this employee and authorized user agreement before establishing an account or continuing in his or her their use of email.

The New Paltz Central School District maintains full control over all technology owned by the District including email services. The District reserves the right to monitor all email, phone, and other communication activities by all users on the network. Users should have no expectation of privacy on the school's network, including email and phone messages. Users are responsible for using appropriate judgement and confidentiality in any communication regarding students or other staff members, to ensure that their personally identifiable information remains private.

Classified and Confidential

District employees and authorized users may **not**:

- a) ~~p~~Provide lists or information about District employees or students to others, ~~or distribute and/or~~ classified information without approval. ~~Requests for such lists or information, or q~~Questions regarding usage ~~and requests for these lists or information~~ should be directed to a principal or supervisor;
- b) ~~f~~Forward emails with confidential, sensitive, or secure information without principal or supervisor authorization. Additional precautions, such as encryption, should be taken when sending documents of a confidential nature;
- c) ~~u~~Use file names that may disclose confidential information. Confidential files should be password protected and encrypted. File protection passwords will not be transmitted via email correspondence;
- d) ~~u~~Use email to transmit any individual's personal, private, and sensitive information (PPSI). PPSI includes Social Security number, driver's license number or non-driver ID number, account number, credit or debit card number, and security code, or any access code or password that permits access to financial accounts or protected student records;
- e) ~~s~~Send or forward emails with comments or statements about the District that may negatively impact it; or
- f) ~~s~~Send or forward email that contains confidential information subject to Health Insurance Portability and Accountability Act (HIPAA), Family Educational Rights and Privacy Act (FERPA), and other applicable laws.

Personal Use

Employees and authorized users may use the District's email system for limited personal use. However, employees and authorized users should have no expectation of privacy in this email use. ~~Personal use does not include chain letters, junk mail, and jokes.~~ Employees and authorized users are not permitted to access any other email account or system (~~Yahoo, Hotmail, AOL, etc.~~) ~~via the District's network or~~ use the District's email programs to conduct job searches ~~or log on to for~~ **any personal social media programs post personal information to bulletin boards, blogs, chat groups, and list services, etc.** without specific permission from the principal or supervisor. The District's email system ~~may not also cannot~~ be used for personal ~~gain or~~ profit.

Receiving Unacceptable Mail

Employees and authorized users who receive offensive, unpleasant, harassing, or intimidating messages via District email or instant messaging should inform their principal or supervisor immediately.

Records Management and Retention

Email will be maintained and archived in accordance with the **New York State** Records Retention and Disposition Schedule ED-1 and as outlined in the **District's** Records Management Policy. Email records may be deleted, purged, or destroyed after they have been retained for the requisite time period established in the ED-1 schedule.

Training

Employees or authorized users should receive regular training on the following topics:

- a) The appropriate use of email with students, parents, and other staff to avoid issues regarding harassment and/or charges of fraternization;
- b) Confidentiality of emails;
- c) Permanence of email: email is never truly deleted, as the data can reside in many different places and in many different forms; and
- d) No expectation of privacy: email use on District property is not to be construed as private.

Sanctions

The Director of Integrated Technology or their designee(s) may report inappropriate use of email by an employee or authorized user to the employee or authorized user's principal or supervisor who may take appropriate disciplinary action.

Violations may result in a loss of email ~~privileges use~~, ~~loss of~~ access to the technology network, ~~and/or~~ other disciplinary action. When applicable, law enforcement agencies may be contacted.

Confidentiality Notice

A standard confidentiality notice will automatically be added to each email as determined by the District.

NOTE: Refer also to Policies : #3320 -- Confidentiality of Computerized Information
#3420 -- Non-Discrimination and Anti-Harassment in the District
#5670 -- Records Management
#6410 -- Staff Acceptable Use Policy
#8271 -- Internet Safety/Internet Content Filtering

Adoption Date: XX/XX/2019

9.5 Second Reading of Policy 6470 Staff Use of Computerized Information Resources

~~2011~~ **2019** **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 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~~ **their** 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. 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.

Social Media Use by Employees

The District recognizes the value of teacher and professional staff inquiry, investigation, and communication using new technology tools to enhance student learning experiences. The District also realizes its obligations to teach and ensure responsible and safe use of these new technologies. The Board of Education encourages the use of District- approved social media tools and the exploration of new and emerging technologies to supplement the range of communication and educational services.

For purposes of this policy, the definition of public social media networks or Social Networking Sites (SNS) are defined to include: ~~websites~~ ~~Web sites~~, ~~Web logs~~ blogs, wikis, social networks, online forums, virtual worlds, and any other social media generally available to the ~~District school district~~ community which do not fall within the District's electronic technology network (e.g., Facebook, MySpace, ~~Instagram~~, Twitter, LinkedIn, Flickr, ~~Snapc Chat~~, ~~blogs sites~~, etc.). The definition of District- approved, password-protected social media tools are those that fall within the District's electronic technology network or which the District has approved for educational use. Within these internal forums, the District has greater authority and ability to protect minors from inappropriate content and can limit public access ~~within these internal forums~~.

The use of social media (whether public or internal) can generally be defined as Official District Use, Professional/Instructional Use, and Personal Use. The definitions, uses, and responsibilities will be further defined and differentiated in the Administrative Regulation. The ~~School~~ District takes no position on an employee's decision to participate in the use of social media or SNS for personal use on personal time. However, personal use of these media during District time or on District-owned equipment is allowed on a limited basis. ~~In addition~~, Employees are encouraged to maintain the highest levels of professionalism. They ~~have are~~ responsible ~~ility~~ for addressing inappropriate behavior or activity on these networks, including requirements for mandated reporting, and compliance with all applicable District policies and regulations.

Privacy Rights

~~Confidential or private data, including, but not limited to, student and staff personal identifiable information and assessment data will be stored and protected on the District network. This information should never be shared outside of the District unless the District is assured that the data is secured, encrypted, and is only used for purposes agreed upon by the District. Those data will not be collected, maintained, or distributed outside of the authorized agreement. Staff members are responsible for understanding the privacy policies of any online and offline educational programs and protecting the data of our students.~~

Staff data files and electronic storage areas shall remain District property, subject to District control and inspection. The District 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.

~~In addition, staff members are responsible for protecting confidential information by not leaving any of data unattended or visible to others. This includes signing out or locking their accounts when they are away from a device.~~

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~~ **in order** 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

Revised: 10/05/11

Revised: XX/XX/2019

9.6 Second Reading of Policy 6471 Computer Network and Internet Acceptable Use Policy (AUP) Personnel
2014 2019 6471

Personnel

SUBJECT: COMPUTER NETWORK AND INTERNET ACCEPTABLE USE POLICY (AUP)

The New Paltz Central School District recognizes the value of electronic resources to enhance student learning and the overall operation of our schools. To this end, the District encourages the responsible use of computers, the Network/Internet and other electronic resources to support the mission and vision of the New Paltz Central School District. This policy is designed to protect and provide guidance for our students and staff with access to these resources.

The Network/Internet is provided for students and staff for educational purposes. Access to Network/Internet services will be provided to users who act in accordance with this policy. ~~Access is a privilege, not a right.~~ The smooth operation of the Network/Internet relies upon the ~~proper~~ **responsible** conduct of the end users and requires efficient, ethical, and legal utilization of the Network/Internet resources.

Digital Citizenship and Personal Accountability

The New Paltz Central School District advocates for equal digital rights and access for all. Through this process it is imperative that all students and staff understand the importance of being responsible, ethical digital citizens. This includes, but is not limited to:

- (a) Treating all others with respect online;
- (b) Refraining from participating in cyberbullying and report any harassing activities you witness;
- (c) Making appropriate decisions while communicating online through any digital channels;
- (d) Respecting others' digital work. Do not steal or damage anyone's digital property;
- (e) Using network and online tools effectively to empower and enhance your learning experience;
- (f) Limiting screen time and the health risks of technology. Technology is a learning tool, but should not be used exclusively in the learning environment. Maintaining awareness of the physical and psychological risks.

Internet Safety/Managing Your Digital Footprint

In addition to being a good digital citizen, users must also be aware of their own digital footprint. Developing a positive digital footprint is essential. It can be harmful to the user or District's reputation if mismanaged, or in the event a user's account has been compromised. Good management includes, but is not limited to:

- (a) protecting the user: Users may not give out any personal identifiable information online (name, age, ID numbers, address, etc.);
- (b) protection of passwords: Passwords are confidential. If a user believes their password has been compromised, it should be changed immediately and an administrator alerted. Each user is responsible for keeping their password secure;
- (c) privacy on the District network: District email, files, and anything else created and stored on local or cloud-based servers are not private. The network administrator may monitor any account at any time for subject, content, and appropriateness. Users are responsible for their actions on the District network and any violations of this policy will be reported to the school administrator;
- (d) Internet etiquette and social media: Users must follow the District Code of Conduct for guidelines on accepted behaviors both online and in our schools. Each user is responsible for what they say online. Social media platforms or other online programs may not be used to create, send, display, or distribute anti-social, harassing or threatening messages, pictures, or other media, including that which is defamatory, abusive, obscene, profane, racially offensive, or offensive to human dignity;
- (e) videos and photographs: No user is permitted to take photos or videos of any staff member or student without their explicit consent;
- (f) proxy use: Users are not permitted to employ the use of proxies to circumvent the content filtering put in place by the District;
- (g) refraining from plagiarism and adhering to copyright laws.

Internet Safety/Managing Your Digital Footprint

~~In addition to being a good digital citizen, users you must also be aware of their your own digital footprint. Developing a positive digital footprint is essential. important to your future. It reflects the information you shared online about yourself and can be harmful to the user or District's your reputation if mismanaged, or in the event an account if one of your accounts has been compromised. Good management includes, but is not limited to:~~

- ~~(a) — pProtecting the user: ing yourself. Users may notDo not give out any personal identifiable information online (name, age, ID numbers, address, etc.);~~
- ~~(a) — pProtection of ing your passwords: . Passwords are confidential. If a user believes their , if you believe your password has been compromised, it should be changed you should change it immediately and alert a superior teacher or administrator alerted. Each user is You are responsible for keeping their your password secure;~~
- ~~(b) — pPrivacy on our District network: . District emailNew Paltz CSD Email, files, and anything else created and stored on our local or cloud based servers are not private. The network administrator may monitor any account at any time for subject, content, and appropriateness. Users are You are responsible for their your actions on our the District network and any violations of this policy will be reported to the school administrator;~~
- ~~(c) — Internet etiquette and social media: Users must. f Follow the District Code of Conduct for guidelines on accepted behaviors both online and in our schools. Each user is You are responsible for what they you say online. Do not use Ssocial media platforms or other online programs may not be used to create, send, display, or distribute anti-social, harassing or threatening messages, pictures, or other media, including that which is defamatory, abusive, obscene, profane, racially offensive, or offensive to human dignity;~~
- ~~(d) — vVideos and photographs: . No user student is permitted to take photos or videos of any other staff member or student without their explicit consent of the staff member or student;~~
- ~~(e) — pProxy use: . No user staff member or student is permitted to employ the use of proxies to circumvent the content filtering pit in pacc by the Districtof New Paltz CSD;~~
- ~~(f) — rRefraining from plagiarism and adhering to copyright laws.~~
- ~~(g) —~~
- ~~(h) —~~

Additional Responsibilities

- a) Users ~~must~~ **may only** use the school Network/Internet for educational purposes.
- b) Users are responsible for all material received via the Internet.
- c) Users may NOT:
 1. aAttempt to circumvent Network/Internet security measures;
 2. tTamper with or in any way adjust default or teacher-created settings;
 3. cCreate and/or place a computer virus onto any computer;
 4. tTrespass in another's user's folder, work, or files;
 5. sShare his/her their own ID Password with others;
 6. HLog in under another person's user's account;

~~Access personal email accounts using the District's Internet connections without teacher consent.~~

- 7. rReveal personal information about themselves or others on websites, including last names, addresses and/or phone numbers;

Complete and/or submit forms found on websites without permission

- 8. rReceive or transmit information pertaining to dangerous instrumentalities such as bombs, automatic weapons, or other illicit firearms, weaponry, or explosive devices;

~~Create, send, display, or receive anti-social, harassing or threatening messages, pictures, or other media, including that which is defamatory, abusive, obscene, profane, racially offensive, or offensive to human dignity- (Moved to Internet Etiquette/Social Media)~~

- 9. cCreate, send, display, or receive hate mail, discriminatory or other antisocial remarks, or information which is intended to harass;

10. ~~d~~Damage, dismantle, detach, or remove computers, computer systems, computer networks, computer mice, printers, scanners, or cameras;
11. ~~r~~Remove keys from the keyboard;
12. ~~d~~Disconnect or alter any computer cables;
13. ~~i~~ntentionally waste limited resources (paper, connect time, student and teacher searching time, ink cartridges, laser jet toner, printer ribbons, data storage devices diskettes discs, storage space, etc.);
14. ~~e~~mploy the Network/Internet for commercial purposes;
15. ~~b~~Bring gum, food or drink into computer/electronic equipment areas;
16. ~~a~~ccess the Network to play non-educational games or for other non-academic activities;

~~Participate in any type of newsgroups or "chat" rooms~~

17. ~~d~~Delete, rename, move, copy, any file or its properties, other than theirhis/her personally owned data files;
18. ~~v~~Violate the federal copyright laws and/or software license agreements;
19. ~~l~~oad software or executable files of any kind onto any of the District's computers or network server;
20. ~~r~~Run or copy executable programs for any drive on any of the District's computers;
21. ~~h~~Have directories on any stand-alone computers;
22. ~~s~~Send messages from one computer to another via the LAN or WAN.

~~Only with permission from a system administrator may files be transferred to the user's account.~~

~~All disks must be scanned for viruses before being used in any school computer.~~

~~There may not be privacy on files stored in District Network servers and local hard drives. With probable cause, the network administrator and system operator may monitor any account at any time for subject, content, and appropriateness of the files and remove any file as warranted, reporting any violation of the rules to a school administrator. It is the users' responsibility to inform anyone with whom they correspond that the school account is open. (Moved to Privacy on our network)~~

- d) ~~Users~~ **Users** The user will have only those access and system rights assigned by the network administrator.
- e) ~~Users~~ **Users** The user will be responsible for any cost to the District due to user negligence or misuse.

Users must also conform to any additional site restrictions that may be in effect. All Board policies and school regulations apply to the use of the Network/Internet.

Consequences

It is the user's responsibility to abide by the rules set forth in this policy. Violations will result in the user's account being removed from the Network/Internet for a period of one week, one month, one semester, or one year depending on the gravity of the offense.

Depending on the gravity of the offense, other administrative and/or legal action may occur.

Attempts to log in to the system as a system administrator will result in immediate cancellation of user privileges.

The network administrator, school administrators, Superintendent, and/or the School Board may request specific accounts to be denied, revoked, or suspended.

Adopted: 7/16/08
Revised: 11/19/14
Revised: XX/XX/2019

9.7 Second Reading of Policy 7315 Computer and Internet Acceptable Use Policy (AUP) Students
2012 2019 7315
Students

SUBJECT: COMPUTER NETWORK AND INTERNET ACCEPTABLE USE POLICY (AUP)

The New Paltz Central School District recognizes the value of electronic resources to enhance student learning and the overall operation of our schools. To this end, the District encourages the responsible use of computers, the District Network, the /Internet, and other electronic resources to support the mission and vision of the New Paltz Central School District. This policy is designed to protect and provide guidance for our students and staff that will have access to these resources.

The Network and Internet are provided to for students and staff for educational purposes. Access to the Network and Internet services will be provided to users who act in accordance with this policy. Access is a privilege, not a right. The smooth operation of the Network and Internet relies upon the proper responsible conduct of the end users and requires efficient, ethical, and legal utilization of the Network and /Internet resources.

Digital Citizenship and Personal Accountability

The New Paltz Central School District advocates for equal digital rights and access for all. Through this process it is imperative that all students and staff understand the importance of being responsible, ethical digital citizens. This includes, but is not limited to:

- (a) Treating all others with respect online;
- (b) Refraining from participating in cyberbullying and reporting any harassing activities you witness;
- (c) Making appropriate decisions while communicating online through any digital channels;
- (d) Respecting others' digital work. Do not steal or damage anyone's digital property;
- (e) Effective use of Using network and online tools effectively to empower and enhance your learning experience;
- Limiting screen time and the understanding the health risks of technology. Technology is a learning tool, but should not be used exclusively in the learning environment. Maintaining awareness of the physical and psychological risks.

Internet Safety/Managing Your Digital Footprint

In addition to being a good digital citizen, users must also be aware of their own digital footprint. Developing a positive digital footprint is essential. It can be harmful to the user or District's reputation if mismanaged, or in the event a user's account has been compromised. Good management includes, but is not limited to:

- (a) protecting the user: Users may not give out any personal identifiable information online (name, age, ID numbers, address, etc.);
- (b) protection of passwords: Passwords are confidential. If a user believes their password has been compromised, it should be changed immediately and an administrator alerted. Each user is responsible for keeping their password secure;
- (c) privacy on the District network: District email, files, and anything else created and stored on local or cloud-based servers are not private. The network administrator may monitor any account at any time for subject, content, and appropriateness. Users are responsible for their actions on the District network and any violations of this policy will be reported to the school administrator;
- (d) Internet etiquette and social media: Users must follow the District Code of Conduct for guidelines on accepted behaviors both online and in our schools. Each user is responsible for what they say online. Social media platforms or other online programs may not be used to create, send, display, or distribute anti-social, harassing or threatening messages, pictures, or other media, including that which is defamatory, abusive, obscene, profane, racially offensive, or offensive to human dignity;

- (e) videos and photographs: No user is permitted to take photos or videos of any staff member or student without their explicit consent;
- (f) proxy use: Users are not permitted to employ the use of proxies to circumvent the content filtering put in place by the District;
- (g) refraining from plagiarism and adhering to copyright laws.

~~In addition to being a good digital citizen, you must also be aware of your own digital footprint. Developing a positive digital footprint is important to your future. It reflects the information you share online about yourself and can be harmful to your reputation if mismanaged or if one of your accounts has been compromised. Good management includes, but is not limited to:~~

- ~~(a) — Protecting yourself. Do not give out any personally identifiable information online (name, age, ID numbers, address, etc.);~~
- ~~(a) — Protecting your passwords. Passwords are confidential, if you believe your password has been compromised, you should change it immediately and alert a teacher or administrator. You are responsible for keeping your password secure;~~
- ~~(b) — Privacy on our the District network. New Paltz CSD eEmail, files, and anything else created and stored on our local or cloud-based servers are not private. The network administrator may monitor any account at any time for subject, content, and appropriateness. You are responsible for your actions on our the District network and any violations of this policy will be reported to the school administrator;~~
- ~~(c) — Internet etiquette and social media. Follow the District Code of Conduct for guidelines on accepted behaviors both online and in our schools. You are responsible for what you say online. Do not use social media platforms or other online programs to create, send, display, or receive distribute anti-social, harassing or threatening messages, pictures, or other media, including that which is defamatory, abusive, obscene, profane, racially offensive, or offensive to human dignity;~~
- ~~(d) — Videos and Photographs. No student is permitted to take photos or videos of any other staff member or student without the consent of the staff member or student;~~
- ~~(e) — Proxy Use. No staff member or student is permitted to employ the use of proxies to circumvent the content filtering of New Paltz CSD;~~
- ~~(f) — Refraining from plagiarism and adhering to copyright laws.~~

Additional Responsibilities

- a) ~~Users~~ Each user must use the school Network and Internet primarily for educational purposes.
- b) ~~A~~ Each user is responsible for all material retrieved received via the Internet.
- c) ~~A~~ Each user may NOT:
 1. Attempt to circumvent Network and Internet security measures;
 2. Tamper with or in any way adjust default or teacher-created settings;
 3. Create and/or place a computer virus or place a virus onto any computer;
 4. Trespass in another's user's folder, work, or files;
 5. Share his/her their own ID or pPassword with others;
 6. Log in using under another person's user's account;
 7. Access personal email accounts using the District's Internet connections without teacher consent;
 8. Reveal personal information about themselves or others on Wwebsites, including last names, addresses, and/or phone numbers;
 9. Complete and/or submit forms found on websites without permission;

10. Receive or transmit information pertaining to dangerous instrumentalities such as bombs, automatic weapons, or other illicit firearms, weaponry, or explosive devices ;

~~Create, send, display, or receive anti-social, harassing or threatening messages, pictures, or other media, including that which is defamatory, abusive, obscene, profane, racially offensive, or offensive to human dignity (Moved to Internet Etiquette/Social Media)~~

11. Create, send, **or** display, ~~or receive~~ hate mail, discriminatory or other antisocial remarks, or information which is intended to harass;
12. Damage, dismantle, detach, or remove computers, **mobile devices** ~~computer systems~~, **network equipment** ~~computer networks~~, computer **peripherals** ~~mice~~, printers, scanners, or cameras;
13. Remove keys from ~~the~~ keyboards;
14. Disconnect or alter ~~any computer~~ cables;
15. Intentionally waste limited resources (paper, ~~connect time, student and teacher searching time~~, ink and toner, ~~cartridges, laser jet tones, printer ribbons, diskettes~~, storage space, etc.);
16. Employ the Network or Internet for commercial purposes;
17. Bring gum, food, or drink into computer ~~or electronic~~ equipment areas;
18. Access the Network to play non-educational games or for other non-academic activities;

~~Participate in any type of newsgroups or "chat" rooms~~

19. Delete, rename, move, copy, any file or its properties, other than **your** ~~his/her~~ personally owned data files;
20. Violate ~~the~~ federal copyright laws ~~and~~/or software license agreements;
21. Load, **run, or copy** software or executable files of any kind onto any of the District's computers or network servers;
- ~~22. Run or copy executable programs for any drive on any of the District's computers;~~
22. ~~Have directories on any stand-alone computers;~~
23. ~~Send messages from one computer to another via the LAN or WAN~~

~~Only with permission from a system administrator may files be transferred to the user's account.~~

~~All disks must be scanned for viruses before being used in any school computer.~~

~~There may not be privacy on files stored in District Network servers and local hard drives. With probable cause, the network administrator and system operator may monitor any account at any time for subject, content, and appropriateness of the files and remove any file as warranted, reporting any violation of the rules to a school administrator. It is the users' responsibility to inform anyone with whom they correspond that the school account is open. (Moved to Privacy on our network)~~

- d) **User's** ~~The user will have only those~~ access and system rights **will be** assigned by the network administrator.
- e) The user will be responsible for any cost to the District due to user negligence or misuse.

Users must also conform to any additional site restrictions that may be in effect. All Board policies and school regulations apply to the use of the Network and Internet.

Consequences

It is the user's responsibility to abide by the rules set forth in this policy. Violations will result in the user's account being removed from the Network or Internet for a period of one week, one month, one semester, or one year depending on the gravity of the offense.

Depending on the gravity of the offense, other administrative and/or legal action may occur.

Attempts to log in to the system as a system administrator will result in immediate cancellation of user privileges.

The network administrator, school administrators, Superintendent, ~~and/or the~~ School Board may request specific accounts to be denied, revoked, or suspended.

Adopted: 7/16/08

Revised: 2/01/12

Revised: XX/XX/2019

10. NEW BUSINESS

10.1 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. 14580, 13815, 14750, 14572, 14935, 14566, 14678, 13832, 14585, 15032, 13023, 14379, 14904, 13759, 12265, 12382, 14736, 13226, 14232, 12082, 13229

10.2 Request for Approval of the 2019-2020 Ulster BOCES Administrative Budget

Recommendation - that the Board of Education approve the following resolution:

BE IT RESOLVED that the Board of Education approve the proposed 2019-2020 Ulster BOCES Administrative Budget in the amount of \$6,254,483.00.

10.3 Ulster BOCES Board Candidate Vote

Recommendation - that the Board of Education approve the following resolution:

BE IT RESOLVED that the New Paltz Central School District Board of Education exercise their voting rights regarding the nominated candidates for the Board of Cooperative Educational Services of the Sole Supervisory District of Ulster County. Nominated Candidates are as follows:

Seat #1 – New Paltz (3-year term)

Barbara Carroll (New Paltz)

678 Old Post Road
New Paltz, NY 12561

Seat #2 – Rondout Valley (3-year term)

Gail Hutchins (Rondout Valley)

2 Romney Way
Cottkill, NY 12419

Seat #3 – “At-Large” (3-year term)

David Thompson (New Paltz)

76 Rocky Hill Road
New Paltz, NY 12561

10.4 Request for Approval to Establish Student Scholarship Award

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 establish the Cardinal Spellman Council – 5800 Columbiettes Scholarship in the amount of \$250.00. The Board further directs the District Clerk to send a letter of thanks to Virginia Fazio for the donation establishing this award.

10.5 Request for Approval of Contract with the Town of Gardiner for School Bus Usage

Recommendation – that the following resolution be approved: BE IT RESOLVED that the Board of Education approve a 2019-2020 Transportation Agreement, effective July 1, 2019 to August 09, 2019, with the Town of Gardiner for the use of District buses at a reimbursement rate of \$2.60 per mile.

10.6 Request for Approval of Lease and Service Agreement with Ulster County BOCES for 2019-2020 School Year

BE IT RESOLVED, that the Board of Education approves the lease agreement with Ulster County BOCES for the 2019-2020 school year for a total amount of \$16,152.00, and authorize the Clerk of the Board of Education to execute the attached lease agreement.

11. ADJOURN