May 8, 2018

ORCHARD PARK CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION

REGULAR MEETING

May 8, 2018

Administrative Building
2240 Southwestern Blvd, West Seneca, NY 14224

Board of Education
Members Present: Dr. Christine Gray-Tinnesz
Mr. Dwight Eagan
Mrs. Karen Kane
Mr. Robert Mahany
Mr. Dwight Mateer
Mr. David Nielsen
Mrs. Elizabeth Quinlan

Others Present: Mr. Matthew P. McGarrity, Superintendent of Schools
Dr. Lisa Krueger, Assistant Superintendent – Curriculum
Mr. David Lilleck, Assistant Superintendent – Personnel
Mr. Jeffrey Petrus, Assistant Superintendent – Business
Mrs. Cheryl Connors, District Clerk

Estimated Audience: 85

Mr. Nielsen called the meeting to order at 7:00 pm.

Suggestions for Change in the Agenda

- Mr. Petrus added NYS Parks and Recreation Donation to discussion and action.
- Mrs. Connors amended Consensus Special Education to reflect 3.4.10 as Preschool Annual Review of Eighteen (18) Resident Children.

Announcements

- Mr. McGarrity made the following announcements:
  - The district has been given a Best Communities for Music Education (BCME) designation from the National Association of Music Merchants (NAMM) Foundation for the second consecutive year. This designation is awarded annually to districts that demonstrate outstanding achievement by providing music access and education to all students. Being recognized again is a testament to the commitment and efforts of our teachers, administrators, students, parents and community members to make music education a priority.
  - This is the 30th year for ArtSplash. Opening night will be May 18th from 7:30 – 9 pm at the Orchard Park Public Library. Artwork will be displayed until June 10th.
  - The Orchard Park Foundation for Academic Excellence is hosting their 11th Annual Community Volunteer Dinner on June 6 at 6 pm at Mangia’s Restaurant in Orchard Park. The 2018 Honorees are Lisa Shoop from the High School; Ann Lieberman & Christine Vincek from the Middle School; Tara Campise from Eggert Elementary; Nicole Avitahl-Curtis from Ellicott Elementary; Michelle Slotman from S. Davis Elementary; and Jennifer Spoto from Windom Elementary. Kaely Kwitek is the recipient of the Distinguished Orchard Park Alumna Award.
This week is Teacher Appreciation Week and National School Nurses Day is May 9. Mr. McGarrity stated that our teachers make a positive impact on our students every day, encouraging them to become accomplished learners. Our nurses help make our District a healthy and safe place to learn. They are all an integral part of the daily success of the district.

The Orchard Park American Legion Post #567 will hold its annual Memorial Day Parade and Ceremony on May 28th. The Parade will assemble at the Orchard Park Public Library at 8:30 a.m. and will begin promptly at 9 a.m. Orchard Park High School graduate Ms. Leah Berst will return to sing the National Anthem and God Bless America. Also participating in the parade is 8th grade Orchard Park Middle School student Elizabeth Faust who will recite the Gettysburg Address.

Mr. McGarrity thanked the grounds department for their outstanding work in getting our fields ready for spring even when the weather doesn’t make it easy.

Recognition
- On behalf of the Board, Mr. Eagan recognize the Girls Varsity Bowling team for winning the Section VI Class A Championship and for placing second in the March State competition in Syracuse! The Board commends them for their hard work and dedication to their school and their team. Mr. Eagan stated that we are all very proud of their accomplishments and on behalf of the Board, congratulated them on a job well done.

PUBLIC HEARING
- Presentation of School District Budget for 2018/2019, Proposition II and Introduction of Candidates for the Board of Education: Mr. Petrus presented the 2018-19 Budget and propositions for review and questions.
  - Proposition I: 2018-19 Operating Budget - $102,070,976: The budget will continue to improve school building safety and security; will focus resources on a sustainable comprehensive K-12 program; and will keep the levy increase within the allowable Tax Levy Cap allowing a homeowner who claims a STAR exemption to receive a Property Tax Credit Relief check.
  - Proposition II: Purchase & Financing of Buses, Related Equipment & Supplies: The purchase of buses will have no new impact on local taxpayers. The total estimated maximum proposition is $792,000. This is part of the District’s cost-effective, long-range plan to replace older transportation vehicles.
    - Questions/Comments from the Board of Education- Several of the Board members thanked the administrators for their work on the budget.
    - Questions/Comments from District Residents and District Employees – None.
  - Election of 2 Trustees to the Board of Education: The terms of members Mrs. Kane and Mrs. Quinlan will expire on June 30, 2018. Mrs. Quinlan is not seeking another term on the Board. They two individual seeking election to the two seats as they will appear on the ballot are: 1A – Ryan Cimo and 2A – Karen Kane.
**Consensus Items**

Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) to approve the following consensus items:

**Minutes**
- April 10, 2018
- April 17, 2018
- July 1, 2016 (Amended Minutes)
- July 11, 2017 (Amended Minutes)

**Financial Matters (attachment #1)**
- Treasurer’s Report – February 2018
- Revenue Budget Detail – February 2018
- Appropriation Status Report – March 2018
- Warrant Report – March 2018
- Health & Welfare Rates for OPCSD Resident Students Attending Non-Public Schools in Other Districts for the 2017-2018 School Year

**Personnel Considerations**

RESOLVED THAT, upon the recommendation of the Superintendent, the Board of Education approves the following Personnel actions:

**Personnel Considerations – Administrators and Teachers**

**Appointments - Tenure (Teachers and Administrators)**

<table>
<thead>
<tr>
<th>Name</th>
<th>Current Location</th>
<th>Tenure Area</th>
<th>Effective Date</th>
<th>Certification Area</th>
<th>Certification Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stasio, Melissa</td>
<td>HS(2)</td>
<td>Guidance Counselor</td>
<td>6/30/2018</td>
<td>School Counselor</td>
<td>Permanent</td>
</tr>
</tbody>
</table>

**Appointments – Mentors (Teachers and Administrators)**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title / Activity</th>
<th>Effective Dates</th>
<th>Employee Group</th>
<th>Salary / Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Halter, Kathy</td>
<td>Mentor Training</td>
<td>2017/18</td>
<td>OPTA</td>
<td>up to 12 hours @ $62.50 / Hour</td>
</tr>
<tr>
<td>Rominger, Stacy</td>
<td>Mentor Training</td>
<td>2017/18</td>
<td>OPTA</td>
<td>up to 12 hours @ $62.50 / Hour</td>
</tr>
</tbody>
</table>

**Appointments – Coordinators and Instructional Leaders (Teachers and Administrators)**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title / Activity</th>
<th>Effective Dates</th>
<th>Employee Group</th>
<th>Salary / Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pietrantone, Paul</td>
<td>UPK Coordinator</td>
<td>2017/18</td>
<td>OPPA</td>
<td>$5,000 (amended)</td>
</tr>
</tbody>
</table>

**Appointments – Per Diem Substitutes (Teachers and Others)**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title / Activity</th>
<th>Effective Dates</th>
<th>Certification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lonzi, Rita</td>
<td>Home Bound Instructor</td>
<td>5/1/18-6/30/18</td>
<td>Certified</td>
</tr>
</tbody>
</table>

**Appointments – Coaching (Teachers and Others)**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title / Activity</th>
<th>Effective Dates</th>
<th>Employee Group</th>
<th>Salary / Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senn, Charles</td>
<td>Baseball - Assistant Varsity</td>
<td>03/05/18 - 04/13/18</td>
<td>OPTA</td>
<td>$1,700 Exp. 19 / Step 4</td>
</tr>
<tr>
<td>Senn, Charles</td>
<td>Baseball - Varsity</td>
<td>04/18/18 - 05/17/18</td>
<td>OPTA</td>
<td>$2,279 Exp. 19 / Step 4</td>
</tr>
</tbody>
</table>
## Appointments – Summer (Teachers and Others)

<table>
<thead>
<tr>
<th>Name</th>
<th>Title / Position</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shanahan, Lindsey</td>
<td>SITS Coordinator</td>
<td>Up to 18 days - 6.5 hrs/day @ OPTA §3.3.9</td>
</tr>
</tbody>
</table>

## Leases of Absence (Teachers and Administrators)

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Dates</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Connolly, Karen</td>
<td>Elementary Teacher (SD)</td>
<td>2018/19</td>
<td>Unpaid LOA §4.4</td>
</tr>
<tr>
<td>DiRienzo, Taryn</td>
<td>Elementary Teacher (EL)</td>
<td>2018/19</td>
<td>Unpaid LOA §4.4.6</td>
</tr>
</tbody>
</table>

## Resignations and Retirements (Teachers and Administrators)

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drollinger, Mark</td>
<td>Science Teacher</td>
<td>05/11/18</td>
<td>Resignation</td>
</tr>
</tbody>
</table>

## Personnel Considerations – Support Staff

### Appointments (Support Staff)

<table>
<thead>
<tr>
<th>Name</th>
<th>Position (Initial Location)</th>
<th>Type of Appointment</th>
<th>Effective Date</th>
<th>Compensation (Initial Schedule)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shepard, Linda</td>
<td>Part-time 10 month Clerk Typist (SE)</td>
<td>Probationary</td>
<td>5/10/2018-1/9/2019</td>
<td>$15.90/hour Salary F Schedule 3.75 hours/day</td>
</tr>
</tbody>
</table>

### Appointments (Support Staff Substitute)

<table>
<thead>
<tr>
<th>Name</th>
<th>Title Activity</th>
<th>Effective Dates</th>
<th>Civil Service Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ashburn, Kathleen</td>
<td>Support Staff Substitute</td>
<td>4/20/2018-6/30/2018</td>
<td>Bus Attendant</td>
</tr>
<tr>
<td>Flit, Deborah</td>
<td>Support Staff Substitute</td>
<td>4/20/2018-6/30/2018</td>
<td>Bus Driver</td>
</tr>
<tr>
<td>Janulewicz, Melanie</td>
<td>Support Staff Substitute</td>
<td>4/25/2018-6/30/2018</td>
<td>Registered Professional Nurse</td>
</tr>
<tr>
<td>Kuma, Alan</td>
<td>Support Staff Substitute</td>
<td>4/10/2018-6/30/2018</td>
<td>Bus Driver</td>
</tr>
<tr>
<td>Pula, Jill</td>
<td>Support Staff Substitute</td>
<td>4/30/2018-6/30/2018</td>
<td>Teacher Aide</td>
</tr>
<tr>
<td>Vaughan, Melissa</td>
<td>Support Staff Substitute</td>
<td>4/11/2018-6/30/2018</td>
<td>Registered Professional Nurse</td>
</tr>
<tr>
<td>Seweryniak, Elizabeth</td>
<td>Support Staff Substitute</td>
<td>4/10/2018-6/30/2018</td>
<td>Café Monitor</td>
</tr>
<tr>
<td>Wassum, Karen</td>
<td>Support Staff Substitute</td>
<td>5/10/2018-6/30/2018</td>
<td>Clerical</td>
</tr>
</tbody>
</table>

### Leaves of Absences (Support Staff)

<table>
<thead>
<tr>
<th>Name</th>
<th>Title Activity</th>
<th>Effective Dates</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Irizzary, Patricia</td>
<td>Part-time 10 month Cleaner (B&amp;GR)</td>
<td>4/11/2018-4/30/2018</td>
<td>Medical Leave of Absence</td>
</tr>
<tr>
<td>Luciano, Cynthia</td>
<td>Part-time 10 month Bus Driver (BG)</td>
<td>10/19/2017-6/1/2018</td>
<td>Medical Leave - Workers Comp.</td>
</tr>
<tr>
<td>Pagan, Stacy</td>
<td>Part-time 10 month Cleaner (B&amp;GR)</td>
<td>4/24/2018-4/26/2018</td>
<td>Medical Leave</td>
</tr>
<tr>
<td>Wolfley, Connor</td>
<td>Full-time 10 month School Monitor(EL)</td>
<td>5/2/2018-6/30/2018</td>
<td>Unpaid LOA - Personal</td>
</tr>
</tbody>
</table>
Resignations and Retirements (Support Staff)

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kazmierczak, Debra</td>
<td>Part-time 10 month Teacher Aide (WE)</td>
<td>06/30/18</td>
<td>Retirement 30 years of service</td>
</tr>
</tbody>
</table>

Position Management (Support Staff)

<table>
<thead>
<tr>
<th>Position</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part-time 10 month Cleaner (WE) - Temporary</td>
<td>Increase in hours for Martin Maloney from 4/12/18 - 6/30/18 (no change to pay schedule or benefits) to cover medical leave T.Trevett</td>
</tr>
<tr>
<td>Full-time 12 month Laborer - Temporary</td>
<td>Increase in hours and rate of pay, Brody Hacker, from Cleaner to Laborer (Schedule F) from May 14, 2018 through August 31, 2018 to cover medical leave of D. Collins</td>
</tr>
</tbody>
</table>

Contractual and Other (Support Staff)

<table>
<thead>
<tr>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amend the annual stipend for the District Clerk of the Board of Education to an annual stipend of $5,550.00 for 2016/2017 and 2017/2018.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Substitute Support Staff Rates</th>
<th>95% of &quot;E&quot; Schedule (amend rate for 2016/2017)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Occasional or Itinerant Substitutes, Extra Workers, Students &amp; Temporary of less than 20 weeks (see CBA Section 3.3)</td>
<td>85% of Salary Schedule E (amend salary Schedule for 2016/2017)</td>
</tr>
<tr>
<td>Seasonal &lt;10 weeks during summer - New Hires</td>
<td>85% of Schedule &quot;E&quot; (amend salary Schedule for 2016/2017)</td>
</tr>
<tr>
<td>Occasional or Itinerant Substitutes, Extra Workers, Students &amp; Temporary of less than 20 weeks (see CBA Section 3.3)</td>
<td>85% of Salary Schedule F (amend salary Schedule for 2017/2018)</td>
</tr>
<tr>
<td>Temporary appointments greater than 20 weeks (see CBA Section 3.4)</td>
<td>&quot;F&quot; Schedule (Amend Schedule for 2017/2018)</td>
</tr>
</tbody>
</table>

Special Education (attachment #2)

- Recommendation by the Committee on Special Education for Annual Reviews of Eight-Five (85) Resident Children
- Recommendation by the Committee on Special Education for the Program Review of Twenty-Four (24) Resident Children
- Recommendation by the Committee on Special Education for Re-Evaluation of Four (4) Resident Children
- Recommendation by the Committee on Special Education for Initial Educational Placement of Six (6) Resident Children
- Recommendation by the Committee on Special Education for Amendments of Eight (8) Resident Children
- Recommendation by the Committee on Special Education for Declassification of Five (5) Resident Children
- Recommendation by the 504 Committee for the Accommodation Plan of Ten (10) Resident Children
- Recommendation by the Committee on Preschool Special Education for the Preschool Annual Review of Eighteen (18) Resident Children
- Recommendation by the Committee on Preschool Special Education for the Preschool Program Review of Two (2) Resident Children
- Recommendation by the Committee on Preschool Special Education for the Preschool Initial Educational Placement of Fifteen (15) Resident Children
- Recommendation by the Committee on Preschool Special Education for the Preschool Declassification of Three (3) Resident Children
Comments on Consensus

- Mr. Lilieck congratulated Debra Kazmierczak, teacher aide, on her upcoming retirement and thanked her for 30 years of dedicated service to the district. Mr. McGarry congratulated Melissa Stasio on her receipt of tenure. There will be a reception on June 12 for retirees and newly tenured employees.

Committee Reports

- Dr. Krueger reported on the CDEP Committee meeting and their work on the CDEP goals. She also reported on the DLC committee stating they have reviewed many curriculum projects for summer work and also reviewed professional development offerings and plans for the 2018-19 superintendent conference days. Dr. Krueger reported on the technology committee meeting stating they reviewed security enhancements to equipment including cameras. They also reviewed changes to the technology plan. Finally Dr. Krueger reported on the Policy Committee meeting. The committee reviewed a new policy on residency specific to students who move within elementary attendance zones. The committee also reviewed transportation polices regarding daycare transportation. At this time the committee is not recommending any changes to the transportation policies. The committee also reviewed recommended changes to the wellness and food services polices because of new legislation from the state regarding food shaming.

Discussion

- Refuse Bid Results - Mr. Petrus stated the refuse collection bid award is to Republic Services of Buffalo in the amount of $84,749.77. The award is based on the lowest bid cost basis whereas the company satisfied the requirements.
- Music Department Donation - Mr. Petrus stated that Mr. Bisesi would like to donate a drum kit (valued at $500) to the district for use by students.
- Surplus Athletic Equipment - Mr. Petrus stated the athletic department would like to declare 30 baseball batting helmets, which are 25 years old, as surplus.
- 2018-19 School Calendar - Mr. McGarry presented the 2018-19 school calendar. The first day for teachers will be August 29 and the first day for students is September 4. There will be a Superintendent’s Conference Day on October 29 since it is a scheduled Monday night Bills home game and traffic at dismissal would be difficult. The calendar includes 4 emergency closing days.
- Final Read of Policies (New) 3710 Memorials and Honorariums and (Revised) 7512 Student Physicals - Dr. Krueger reviewed the suggested new policy 3710 Memorials and Honorariums and the revisions to Policy 7512 Student Physicals. Policy 3710 will help guide the district to ensure that student and staff members are memorialized in a consistent manner while being mindful of legacy costs and delicate matters. The revisions to the Policy 7512 are necessitated by changes in health examination requirements by the state.
- July Organizational Meeting Date/Time and Summer Retreat Date/Time - The Board discussed a meeting date and time for the Organizational meeting. They are targeting July 9 at 5pm and will official schedule the date and time during their June meeting. The Board will review at the June meeting dates and times for all meetings in the 2018-19 school year. The Board meeting calendar will be adopted during the Organizational meeting in July.
- NYS Parks, Recreation & Historic Preservation Donation - Mr. Petrus reviewed a donation from NYS Parks and Recreation to fund a student field trip to Knox Park as part of the healthy district initiative. The donation will cover the transportation costs.
Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) to approve the following resolution.

**RESOLVED:** That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby awards the Refuse Collection Bid to Republic services of Buffalo in the amount of $84,749.77 based on the lowest bid cost basis whereas the company satisfied the requirements as set forth in the bid document.

Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) to approve the following resolution.

**RESOLVED:** That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby gratefully accepts the donation of a drum kit (valued at $500) from Mr. Richard Bisesi.

Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) to approve the following resolution.

**RESOLVED:** That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby declares 30 Baseball Batting Helmets as surplus.

Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) to approve the following resolution.

**RESOLVED:** That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby adopts the 2018-19 school calendar as follows:

![Calendar Image]

May 8, 2018
Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) to approve the following resolution.

**RESOLVED:** That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby adopts policy 3710 Memorials and Honorariums and Policy 7512 Student Physicals as follows:

**3710 - MEMORIALS & HONORARIUMS**

**The Purpose of a Memorial or Honorarium**

Memorials are a way for students, staff, and the community to express their grief. Because they are often group events, they serve to normalize feelings. Memorials can also be learning events for children and opportunities for students to take an active role in the grieving process. The Orchard Park Central School District recognizes the far-reaching impact a death may have on students, staff, families and the community, and believe that school memorials should be simple, meaningful, and life affirming.

Honorariums are generally expressions of gratitude for the service of an individual. An honorarium may, for example, be an expression of gratitude upon a milestone achievement or in conclusion of service, such as retirement.

The District believes that the remembrance or honoring of an individual should be consistent and equitable from case-to-case and considerate of the feelings of family, friends and staff, and in accordance with Board policy. Choosing to create a lasting memorial or honorarium is no small decision. Depending on the nature of the memorial, long term implications of maintenance, care and/or legacy costs need to be considered. Memorials and honorariums cannot require the use of District resources to purchase, develop or maintain (such as maintaining a memorial garden) on school grounds. Rather, family and friends may consider a commemorative event outside of the school day, a commemorative object not located on school grounds, or one that utilizes a community partner.

**Types of Memorials**

The following memorials and honorariums are, generally, more appropriate for school involvement or on school grounds.

- A “moment of silence” in recognition;
- A memory book ultimately given to the family;
- Community service projects;
- A one-time monetary donation to charity;
- A blood drive;
- A nonrenewable or annual scholarship;
- An annual 5K run;
- A message on a poster or banner, writing an individual or group letter;
- A candlelight vigil;
- An impromptu or spontaneous memorial site (collection of balloons, flowers, stuffed animals, and photos), which is to be removed after a short period of time.

Memorials and honorariums are often short term, can be given away as a gift or donation, or they will expire or come to an end within a year. Building Principals will monitor spontaneous memorials on school grounds, and work with the staff and family to ensure respectful removal occurs within a short period of time.

**Attendance at Memorial Events**

Attendance to any memorial, such as a memorial service or candlelight vigil, will be voluntary. No student shall be required to attend a memorial.

**School Yearbooks**

In the event of a current student or staff member's death, a school representative will communicate with the family regarding the yearbook memorial. With the family's consent, one formal photo and/or one candid photo of the student or staff member will appear with the caption "In memory of" and the individual's name on a page not to exceed one-quarter (1/4) page. It is our intention to offer a remembrance up to one-quarter page in the yearbook, inclusive of any paid advertisement sections of the yearbook. If the yearbook publication deadline has passed, the student may be honored in the yearbook of the subsequent school year.
Special Considerations for Lasting Memorials and Honorariums

Requests to create lasting memorials or honorariums on school grounds requires additional consideration and the approval of the District Memorial & Honorarium Committee and the Superintendent of Schools, who will contemplate the following:

1. First and foremost, do no harm. As individuals grieve and heal following an incident or tragedy, is there potential for re-traumatization through a lasting memorial?
2. Are there design, perception, and/or political implications?
3. What are the initial installation cost(s) and considerations, and what are the on-going maintenance costs?
4. What is the long-term feasibility of the lasting memorial/honorarium? For example, may the memorial/honorarium be impacted by future expansion and improvement projects?
5. Has the family of the deceased been consulted and have they provided support of the memorial?

The District Memorial & Honorarium Committee will designate how many years the memorial/honor will remain in place, and the plan following the designated period. For example, the dedication of a school gymnasium may bear the name of the memorialized individual for ten years, or a memorial bench may be placed in a garden at the school for four years, representing the remaining years the student would have attended that school. At the conclusion of the dedication period, a school representative will contact the family to make arrangements to give the object to the family. The District Memorial & Honorarium Committee will ascertain, through the Memorial & Honorarium Recommendation Form (3710F), the intentions of the object or event following the intended memorial/honorarium duration.

Permanent memorials/honorariums such as a monument, statue, permanent artwork, engraved stone, permanent plaque, or other such permanent fixtures memorializing one individual will, generally, not be installed on school grounds. Further, memorials/honorariums requiring the use of District resources to purchase, develop or maintain (such as planting of trees, shrubs, or perennials) will not be permitted. Existing memorials established prior to the adoption of this policy will remain intact.

When a significant district-wide or school-wide incident occurs impacting many students, staff, and/or families, the Board of Education may approve the installation of a permanent memorial upon recommendation of the District Memorial & Honorarium Committee and the Superintendent of Schools.

Memorials After a Suicide

Memorials following a suicide require particular sensitivity and care. Every decision made regarding memorials after a student suicide will be extremely important, because it may help prevent the death of another student. Memorials following a suicide could glamorize death or communicate that suicide is an appropriate or desired response to stress. Therefore, school staff should discourage whole-school assemblies, establishment of a scholarship, flying a flag at half-mast, or any long-term commemoration.

The District Memorial & Honorarium Committee will not consider requests for lasting memorials following a suicide, but will rather consider temporary memorials such as a monetary donation to charity or research or the purchase of a suicide prevention program for students. Such temporary memorials will positively affect surviving students, opposed to glorifying the student(s) that died by suicide, which increases the risk that others will copy the act. The Memorial & Honorarium Committee will only consider memorials that do not glorify, highlight, or accentuate the event in any way.


7512 - STUDENT PHYSICALS
Health Examination

Each student enrolled in District schools must have a satisfactory health examination conducted by the student's physician, physician assistant or nurse practitioner within 12 months prior to the commencement of the school year of:
a) The student’s entrance in a District school at any grade level;
b) Entrance to pre-kindergarten or kindergarten;
c) Entry into the 1st, 3rd, 5th, 7th, 9th and 11th grades.

The District may also require an examination and health history of a student when it is determined by the District that it would promote the educational interests of the student.

In addition, the District requires a certificate of physical fitness for:
   a) All athletes prior to their first sport of the school year, then only those who were injured or ill during their first sport before participating in a second sport during the school year;
   b) All students who need work permits; and
   c) All students either suspected of or sustaining a mild traumatic brain injury (concussion) must receive a written and signed authorization from a licensed physician before returning to athletic activities in school.

**Health Certificate**

Each student must submit a health certificate attesting to the health examination within 30 days after his or her entrance into school and within 30 days after his or her entry into pre-Kindergarten or Kindergarten, the 1st, 3rd, 5th, 7th, 9th and 11th grades. The health certificate will be filed in the student's cumulative record. The health certificate must:

   a) Describe the condition of the student when the examination was given;
   b) State the results of any test conducted on the student for sickle cell anemia;
   c) State whether the student is in a fit condition of health to permit his/her attendance at public school and, where applicable, whether the student has defective sight or hearing, or any other physical disability which may tend to prevent the student from receiving the full benefit of school work or from receiving the best educational results, or which may require a modification of such work to prevent injury to the student;
   d) Include a calculation of the student's body mass index (BMI) and weight status category. Weight status categories for children and adolescents will be defined by the Commissioner of Health. BMI collection and reporting is mandatory. Reporting is random, with districts chosen by the NYS Department of Health. Selected districts must report BMI results on-line using DOH's Health Provider Network (HPN), a secure website;
   e) Be signed by a duly licensed physician, physician assistant, or nurse practitioner, who is authorized by law to practice in New York State consistent with any applicable written practice agreement, or authorized to practice in the jurisdiction in which the examination was given, provided that the Commissioner of Health has determined that the jurisdiction has standards of licensure and practice comparable to New York. A certificate signed by a chiropractor is not acceptable except for a scoliosis evaluation.

**Dental Certificate**

The dental certificate law applies to new entrants in PreK, K, grades 1, 3, 5, 7, 9, 11. In accordance with this law, a notice of request for a dental health certificate will be distributed at the same time that the parent/person in parental relation is notified of health examination requirements, this certificate to be furnished at the same time the health certificate is required. At this time, students will be permitted to attend school regardless of whether or not they have a dental certificate.

The dental certificate must be signed by a duly licensed dentist, or a registered dental hygienist, authorized by law to practice in New York State or one who is authorized to practice in the jurisdiction in which the assessment was performed, provided that the Commissioner has determined that the jurisdiction has standards of licensure and practice comparable to New York State. The certificate will describe the dental health condition of the student upon assessment, which will not be more than 12 months prior to the commencement of the school year in which the assessment is requested, and must state whether the student is in fit condition of dental health to permit his/her attendance at the public schools.

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Requests cannot be retroactive. Requests are not required when the student or parent/person in parental relation objects on the grounds of conflict with their genuine and sincere religious beliefs. Within 30 days following the student's entrance in the school or grade, the certificate, if obtained, will be filed in the student's cumulative health record.

Examination by Health Appraisal

The principal or the principal's designee will send a notice to the parents of, or person in parental relation to, any student who does not present a health certificate, that if the required health certificate is not furnished within 30 days from the date of the notice, an examination by health appraisal will be made of the student by the Director of School Health Services.

The Director of School Health Services will cause those students to be separately and carefully examined and tested to ascertain whether any student has defective sight or hearing, or any other physical disability which may tend to prevent the student from receiving the full benefit of school work or from receiving the best educational results, or which may require a modification of work to prevent injury to the student.

The physician, physician assistant, or nurse practitioner administering the examination will determine whether a one-time test for sickle cell anemia is necessary or desirable and, if so determined, will conduct the test and include the results in the health certificate.

Unless otherwise prohibited by law, if it is ascertained that any students have defective sight or hearing, or a physical disability or other condition, including sickle cell anemia which may require professional attention with regard to health, the principal or principal's designee will notify, in writing, the student's parents or persons in parental relation as to the existence of the disability. If the parents or persons in parental relation are unable or unwilling to provide the necessary relief and treatment for those students, it will be reported by the principal or principal's designee to the Director of School Health Services, who then has the duty to provide relief for those students.

Health Screenings

The District will provide:

a) Scoliosis screening at least once each school year for girls in grades 5 and 7, and boys in grade 9. The positive results of any scoliosis screening examinations will be provided in writing to the student's parent or person in parental relation within 90 days after such finding;

b) Vision screening to all students who enroll in school including at a minimum color perception, distance acuity, near vision, and hyperopia within six months of admission to the school. In addition, all students will be screened for distance acuity and near vision in grades kindergarten, 1, 3, 5, 7, and 11, and at any other time deemed necessary. The results of all vision screening examinations will be provided in writing to the student's parent or person in parental relation and to any teacher of the student. The vision report will be kept in a permanent file of the school for at least as long as the minimum retention period for those records;

c) Hearing screening (pure tone) to all students within six months of admission to the school and in grades kindergarten, 1, 3, 5, 7, and 11, as well as at any other time deemed necessary. Screening will include, but not be limited to, pure tone and threshold air conduction screening. The results of any hearing tests will be provided in writing to the student's parent or person in parental relation and to any teacher of the student.

The results of all health screenings will be recorded on appropriate forms signed by the health professional making the examination, include appropriate recommendations, and kept on file in the school. The health records of individual students will be kept confidential in accordance with the federal Family Educational Rights and Privacy Act (FERPA) and any other applicable federal and State laws.

Accommodation for Religious Beliefs

No health examinations, health history, examinations for health appraisal, screening examinations for sickle cell anemia, or other health screenings will be required where a student or the parent or person in parental relation to the student objects on the grounds that the examinations, health history, or screenings conflict with their genuine and sincere religious beliefs. A written and signed statement from the student or the student's parent or person in parental relation that the person holds these beliefs will be submitted to the principal or principal's designee, in which case the principal or principal's designee may require supporting documents.

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**Homeless Students**

For homeless children, the enrolling school must immediately refer the parent or guardian of the student to the District's homeless liaison, who will assist them in obtaining the necessary medical records.

Family Educational Rights and Privacy Act of 1974 (FERPA)
20 USC § 1232(g)
Education Law §§ 901-905, 912, and 3217
8 NYCRR Part 136

NOTE: Refer also to Policies #5690 -- Exposure Control Program, #5691 -- Communicable Diseases, #5692 -- Human Immunodeficiency Virus (HIV) Related Illnesses, #7121 -- Diagnostic Screening of Students, #7131 -- Education of Homeless Children and Youth, #7510 -- School Health Services, #7511 -- Immunization of Students and #7522 -- Concussion Management

Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) to approve the following resolution.

**RESOLVED:** That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby gratefully accepts the donation of up to $1,000 from the NYS Parks, Recreation & Historic Preservation.

**Public Comment**

> A member of the audience commented on the need for transportation between elementary attendance zones for students who attend a daycare in Orchard Park.

**Executive Session**

Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) to enter Executive Session at 7:47 pm to discuss the evaluation of the Superintendent of Schools and contractual negotiations

Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) to adjourn Executive Session at 9:45 p.m.

Mr. Nielsen called the meeting back to order 9:45 p.m. and lead all present in the Pledge of Allegiance.

**Adjournment**

Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) to adjourn at 9:46 p.m.

Respectfully submitted,

Cheryl A. Connors
District Clerk

**Minute Attachments**

1. Financials
2. Special Ed. Detail

**Other Meeting Attachments**

1. Official Meeting Announcement
2. Meeting Agenda