

ORCHARD PARK CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

REGULAR MEETING
DISTRICT OFFICE
2240 Southwestern Blvd
West Seneca NY 14127

June 13, 2017

Board of Education

Members Present: Mr. Dwight Eagan
Dr. Christine Gray-Tinnesz, Vice President
Mrs. Karen Kane
Mr. Robert Mahany
Mr. Dwight Mateer
Mr. David Nielsen, President
Mrs. Elizabeth Quinlan, arrived at 6:35 p.m.

Members Excused: n/a

Others Present: Mr. Matthew McGarrity, Superintendent of Schools
Dr. Lisa Krueger, Assistant Superintendent – Curriculum
Mr. Jeffrey Petrus, Assistant Superintendent – Business
Mr. David Lilleck, Executive Director of Personnel & Pupil Services
Mrs. Connors A. Connors, District Clerk

Estimated Audience: 20

Mr. Nielsen called the meeting to order at 6:31 p.m.

Executive Session

Motion by Dr. Tinnesz, seconded by Mrs. Kane, and unanimously carried (6-0) to enter Executive Session at 6:31 p.m. to discuss the employment history of a particular person and the annual evaluation of the Superintendent of Schools.

Motion by Dr. Tinnesz, seconded by Mrs. Kane, and unanimously carried (7-0) to adjourn Executive Session at 7:01 p.m.

Mr. Nielsen called the meeting back to order at 7:04 p.m. and led all in attendance in the Pledge of Allegiance.

Suggestions for Change to the Agenda

- Mrs. Connors requested adding Re-adoption of 2017-18 School Calendar under Discussion and Action.

**SUGGESTIONS
FOR CHANGE**

Announcements

- Mr. McGarrity congratulated the OPHS Class of 2017. The class of 2017 earned over five million dollars in scholarships and have been accepted into over 190 different colleges including Harvard, Georgetown, Cornell, Columbia, Penn State and Boston College. He also congratulated the high school on being designed as a Reward School by the New York State Education Department.
- Mr. McGrarity stated the district is ranked by *Business First* as # 4 in WNY #6 for cost effectiveness and #8 in administrative efficiency.
- Mr. McGarrity spoke about the Eggert Road and South Davis Elementary school students who completing 10,668 acts of kindness through Rachel's Challenge. The mission of Rachel's Challenge is to equip and empower adults and students to sustain a positive culture change in their organizations and communities by starting a chain reaction of kindness and compassion; based on the life and writings of Rachel Scott, the first person killed in the Columbine High School shootings on April 20, 1999. Since its inception, over 23 million people have heard Rachel's story in live settings worldwide. Eggert and South Davis celebrated completing their acts of kindness during a school assembly on Monday, June 12. Their combined acts of kindness were represented on a paper chain that could span the 1.9 miles between the two Elementary Schools. Representatives from Rachel's Challenge recognized the students during the school day at an assembly. Rachel's Challenge also provided an event for the community to learn more about the program and Rachel's story on Monday, June 12 at the Orchard Park High School.
- Finally Mr. McGarrity recognized Board of Education members Mr. Eagan, Mrs. Kane, Dr. Tinnesz, and Mr. Mateer for participating in NYSSBA Leadership training.

Recognition

- Mr. Hack, athletic director recognized the spring season athletic teams and individual competitors for an outstanding season. He also recognized the scholar athletes and scholar athletic teams.

Public Comment

- A member of the audience comments on the outstanding job the varsity swim coach has done this year.

Consensus Items

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

Minutes

- May 2, 2017
- May 16, 2017

Financial Matters (attachment #1)

- Treasurer's Report – May 2017
- Revenue Budget Detail – May 2017
- Appropriation Status Report – May 2017
- Warrant Report – May 2017
- Health & Welfare Rates for OPCSD Resident Students Attending Non-Public Schools in Other Districts for the 2016-17 School Years

RECOGNITION

PUBLIC
COMMENTCONSENSUS
ITEMS

MINUTES

FINANCIAL

Personnel Considerations

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

Personnel Considerations - Teachers and Administrators**Appointments – Tenure (Teachers and Administrators)**

| Name | Current Location | Tenure Area | Effective Date | Certification Area | Certification Status |
|----------------------------|------------------|-------------|----------------|---|----------------------|
| Christina Bovanizer | MS | Spec Ed | 8/31/2017 | Stud w/Dis 7-12, Generalist | Professional |
| Lisa Franke | EL | Elem Ed | 8/31/2017 | Early Child Ed (B-2); Child Ed (Gr. 1-6) | Professional |
| Peter Herman | MS | Elem Ed | 8/31/2017 | Child Ed (Gr. 1-6); Soc Stud 5-6 ext | Professional |
| Denise Patterson | HS1 | Business | 9/11/2017 | Business & Marketing | Professional |
| Jessica Petrie | EG | Elem Ed | 9/9/2017 | Early Child Ed (B-2); Child Ed (Gr. 1-6) | Professional |
| Dana Riddoch | EG | Spec Ed | 8/31/2017 | Stud w/Dis 7-12, Generalist; Stud w/Dis B-2, Stud w/Dis 1-6 | Professional |
| Lauren Stegemann | EL | Spec Ed | 8/31/2017 | Stud w/Dis 1-6 | Professional |
| Melissa Vuich | SD | Elem Ed | 8/31/2017 | Early Child Ed (B-2); Child Ed (Gr. 1-6) | Professional |

Appointments – Probationary and Regular Substitute

| Name | Title | Cert Area / Status | Tenure Area | Initial Location | Type / Effective Date | Annual Salary |
|-------------------------|--------------------|--------------------------------|-------------|------------------|--|-----------------------------|
| Danielle Diina | English Teacher | English 7-12 / Permanent | English | HS3 | (0.4) Job Share 08/30/17 - 06/30/18 w/Margaret Jones | 11 M (60) (pro-rated) |
| Margaret Jones | English Teacher | English 7-12 / Permanent | English | HS3 | (0.6) Job Share 08/30/17 - 06/30/18 w/ Danielle Diina | 15 M (65) (pro-rated) |
| Lisa Schuler | Math Teacher | Mathematics 7-12 / Permanent | Math | HS2 | Part Year Reg Sub 04/03/17 - 06/30/17 (LOA - S. Babbles) | 1 M (30) (pro-rated) |
| Angela Sanita | Guidance Counselor | School Counselor / Provisional | Guidance | EG | (0.9) Part Time 08/30/17 - 06/30/18 | 3 M (30) (pro-rated) |
| Maria Marinaccio | English Teacher | ELA 7-12 / Initial Time Ext | English | HS3 | Full Year Reg Sub 08/30/17 - 06/30/18 (Job Share - Diina/Jones) | 6 B |
| Jennifer Brewer | Phys Ed Teacher | Phys Ed / Initial | Phys Ed | HS1 | (0.8) Part Time 08/30/17 - 06/30/18 | 2 M (30) (pro-rated) |
| Jennifer McKeone | Business Teacher | Bus & Mark / Initial Time Ext | Business | HS1 | (0.5) Part Time 08/30/17 - 06/30/18 | 2 M (30) (pro-rated) |

| Name | Title | Cert Area / Status | Tenure Area | Initial Location | Type / Effective Date | Annual Salary |
|---------------------------|--------------------|--|-------------|------------------|---|----------------------|
| Erin Calder | Soc Stud Teacher | Social Studies 7-12 / Professional | Soc Stud | HS2 | Full Year Reg Sub 08/30/17 - 08/31/18 (LOA - J. Hofschneider) | 2 M (30) |
| Jenny Aidala | Elementary Teacher | Child Ed (Gr 1-6); Early Child Ed (B-2) / Professional | Elem Ed | SD/WE | Part Year Reg Sub 12/13/16 - 06/07/17 LOA - L. Coder (End date amended) | 1 M (30) (pro-rated) |
| Melissa Ermolovich | Elementary Teacher | Childhood Ed (Gr 1-6) / Professional | Elem Ed | EL | Full Year Reg Sub 08/30/17 - 06/30/18 (LOA - T. DiRienzo) | 2 M (30) |
| Elizabeth Knittel | For Lang Teacher | Spanish 7-12 / Professional | For Lang | HS3 | Probationary* 08/30/17 - 08/29/21 (New - budget) | 3 M (30) |

* This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 30123 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

Appointments – Mentors (Teachers and Administrators)

| Name | Title / Activity | Effective Dates | Employee Group | Salary / Stipend |
|-----------------------------|--------------------------------|---------------------|----------------|---------------------|
| Nancie Herman-Wagner | Mentor - Benjamin Mullin (HS1) | 12/14/16 - 05/05/17 | OPTA | \$1,193 (pro-rated) |

Appointments – Extra Class Activity Advisor (Teachers and Others)

| Name | Title / Activity | Effective Dates | Employee Group | Salary / Stipend |
|--------------------------|------------------|-----------------|------------------|------------------|
| Andrea Shurtliffe | Accompanist / EG | 2017 | Community Member | \$200 |

Appointments – Community Education (Teachers and Others)

| Name | Title / Activity | Effective Dates | Employee Group | Salary / Stipend |
|--------------------------|------------------|-----------------|----------------|------------------|
| Lucian Forcucci | Boys Lacrosse | Summer 2017 | OPTA | \$35/hr |
| Larry Catalano | Boys Lacrosse | Summer 2017 | OPTA | \$35/hr |
| Joe Biondo | Boys Lacrosse | Summer 2017 | OPTA | \$35/hr |
| Jason Januskiewz | Boys Lacrosse | Summer 2017 | Community | \$30/hr |
| Mike Moran | Boys Lacrosse | Summer 2017 | Community | \$30/hr |
| Kevin Neeson | Boys Lacrosse | Summer 2017 | Community | \$20/hr |
| Adam Belica | Boys Lacrosse | Summer 2017 | Community | \$20/hr |
| John Januskiewicz | Boys Lacrosse | Summer 2017 | Community | \$20/hr |
| Matthew Perla | Boys Lacrosse | Summer 2017 | Community | \$20/hr |
| Andrew Belica | Boys Lacrosse | Summer 2017 | Community | \$20/hr |
| Ronald Shul | Boys Lacrosse | Summer 2017 | Community | \$20/hr |
| Dan Kritkausky | Boys Lacrosse | Summer 2017 | Community | \$20/hr |
| Cayden Collins | Boys Lacrosse | Summer 2017 | Student | \$15/hr |
| Coleman Jacobs | Boys Lacrosse | Summer 2017 | Student | \$15/hr |
| Matthew Holowka | Boys Lacrosse | Summer 2017 | Student | \$15/hr |
| Zachary Braun | Boys Lacrosse | Summer 2017 | Student | \$15/hr |
| Lucian Forcucci | Girls Lacrosse | Summer 2017 | OPTA | \$35/hr |
| Kristen McGuiness | Girls Lacrosse | Summer 2017 | OPTA | \$35/hr |
| Sonia Cipriani | Girls Lacrosse | Summer 2017 | Community | \$20/hr |
| Lauren Griffin | Girls Lacrosse | Summer 2017 | Community | \$20/hr |
| Megan Smith | Girls Lacrosse | Summer 2017 | Community | \$20/hr |
| Cassandra Ellis | Girls Lacrosse | Summer 2017 | Community | \$20/hr |

| Name | Title / Activity | Effective Dates | Employee Group | Salary / Stipend |
|--------------------------|---|--------------------|----------------|------------------|
| Abigail Johnson | Girls Lacrosse | Summer 2017 | Community | \$20/hr |
| Emily Fleetwood | Girls Lacrosse | Summer 2017 | Community | \$20/hr |
| Emily Markarian | Girls Lacrosse | Summer 2017 | Community | \$20/hr |
| Kylie Backus | Girls Lacrosse | Summer 2017 | Community | \$20/hr |
| Morgan Baxy | Girls Lacrosse | Summer 2017 | Community | \$15/hr |
| Maura McCabe | Girls Lacrosse | Summer 2017 | Community | \$15/hr |
| Robert Ferrentino | Football Conditioning | Summer 2017 | OPTA | \$35/hr |
| Steve Ferrentino | Football Conditioning | Summer 2017 | OPSRPA | \$35/hr |
| Doug Delozier | Football Conditioning | Summer 2017 | OPTA | \$35/hr |
| Chuck Senn | Football Conditioning | Summer 2017 | OPTA | \$35/hr |
| Craig Dana | Football Conditioning | Summer 2017 | Community | \$35/hr |
| Eric Jantzi | Football Conditioning | Summer 2017 | Community | \$35/hr |
| Michael McFadden | Football Conditioning | Summer 2017 | Community | \$35/hr |
| Gene Tundo | Football Conditioning | Summer 2017 | OPTA | \$35/hr |
| John Beaumariage | 5-hour Pre-Licensing Course | Summer 2017 | Community | \$35/hr |
| Chuck Mancabelli | Boys Basketball Skill Development | Summer 2017 | Community | \$35/hr |
| James Gibson | Boys Basketball Skill Development | Summer 2017 | OPTA | \$35/hr |
| Gary Janas | Girls Basketball Camp | Summer 2017 | OPTA | \$35/hr |
| Chuck Mancabelli | Basketball Strength & Conditioning Camp | Summer 2017 | Community | \$35/hr |
| Bridget Callahan | Introduction to Field Hockey | Summer 2017 | OPTA | \$35/hr |
| Christin Brown | Introduction to Field Hockey | Summer 2017 | OPTA | \$35/hr |
| Wendy Lewandowski | Introduction to Girls Volleyball | Summer 2017 | OPTA | \$35/hr |
| John Beaumariage | Driver Education | Summer 2017 | Community | \$35/hr |
| Lois Piscitelli | Driver Education | Summer 2017 | Community | \$35/hr |
| Marc Seeger | Driver Education | Summer 2017 | Community | \$40/hr |
| Jessica Peters | Girls Lacrosse | Summer 2017 | Student | \$15/hr |
| Madison Stevens | Girls Lacrosse | Summer 2017 | Student | \$15/hr |
| Wendy Lewandowski | Volleyball | Winter/Spring 2017 | OPTA | \$35/hr |

Appointments – Coaching (Teachers and Others)

| Name | Title / Activity | Effective Dates | Employee Group | Salary / Stipend |
|------------------------------|---------------------------------|-----------------|------------------|------------------------------|
| Gregory Hylkema | Head Chaperone / Ticket Manager | Fall 2017 | OPTA | \$ 2,068 Exp.15 / Step 4 |
| Jill Manka | Cheerleading - Varsity | Fall 2017 | Community Member | \$ 4,558 Exp. 8 / Step 4 |
| Lauren Bonilla | Cheerleading - Junior Varsity | Fall 2017 | Community Member | \$ 3,401 Exp. 6 / Step 4 |
| David Wert | Cross Country - Coed Varsity | Fall 2017 | OPTA | \$ 4,558 Exp.10 / Step 4 |
| Christine Quenneville | Cross Country - Coed Modified B | Fall 2017 | OPTA | \$ 3,058 Exp. 4 / Step 4 |
| Albert Jafarjian | Cross Country - Coed Modified B | Fall 2017 | OPTA | \$ 3,058 Exp.11 / Step 4 |
| Bridget Callahan | Field Hockey - Varsity | Fall 2017 | OPTA | \$ 4,558 Exp. 35 / Step 4 |

| Name | Title / Activity | Effective Dates | Employee Group | Salary Stipend / |
|-------------------------------|--------------------------------------|------------------------|-----------------------|------------------------------|
| Christin Brown | Field Hockey - Junior Varsity | Fall 2017 | OPTA | \$ 3,401 Exp.14 / Step 4 |
| Gene Tundo | Football - Varsity | Fall 2017 | OPTA | \$ 7,351 Exp.35 / Step 4 |
| Craig Dana | Football - Varsity Assistant | Fall 2017 | OPTA | \$ 5,413 Exp.17 / Step 4 |
| Charles Senn | Football - Varsity Assistant | Fall 2017 | OPTA | \$ 5,413 Exp.19 / Step 4 |
| Michael Cieslik | Football - Junior Varsity | Fall 2017 | OPTA | \$ 5,413 Exp.13 / Step 4 |
| Douglas Delozier | Football - Junior Varsity | Fall 2017 | OPTA | \$ 5,413 Exp.24 / Step 4 |
| Steven Ferrentino | Football - Junior Varsity | Fall 2017 | OPSRPA | \$ 5,413 Exp.17 / Step 4 |
| Maurice Gavin | Football - Modified B | Fall 2017 | OPTA | \$ 5,120 Exp.29 / Step 4 |
| James Wegelin | Football - Modified B | Fall 2017 | OPTA | \$ 5,120 Exp.18 / Step 4 |
| Nathan Leary | Golf - Boys Varsity | Fall 2017 | OPTA | \$ 3,401 Exp.10 / Step 4 |
| Chelsea Lobello | Gymnastics - Girls Varsity | Fall 2017 | Community Member | \$ 3,526 Exp. 2 / Step 2 |
| Joshua Dannecker | Soccer - Boys Varsity | Fall 2017 | OPTA | \$ 4,558 Exp.18 / Step 4 |
| Gary Janas | Soccer - Program Assistant | Fall 2017 | OPTA | \$ 3,401 Exp.14 / Step 4 |
| Larry Catalano | Soccer - Boys Modified B | Fall 2017 | OPTA | \$ 3,056 Exp. 20 / Step 4 |
| Michael Graffeo | Soccer - Girls Varsity | Fall 2017 | OPTA | \$ 4,558 Exp. 23 / Step 4 |
| Kristen McGuinness | Soccer - Program Assistant | Fall 2017 | OPTA | \$ 3,401 Exp.5 / Step 4 |
| Carla Gibson | Soccer - Girls Junior Varsity | Fall 2017 | OPTA | \$ 3,401 Exp. 22 / Step 4 |
| Jeffrey Bird | Soccer - Girls Modified B | Fall 2017 | OPTA | \$ 3,056 Exp.13 / Step 4 |
| Bret Norvilitis | Swimming - Girls Varsity | Fall 2017 | OPTA | \$ 4,558 Exp. 7 / Step 4 |
| Robert Nowicki | Swimming - Girls - Varsity Assistant | Fall 2017 | Community Member | \$ 3,008 Exp. 3 / Step 3 |
| Richard Albano | Volleyball - Boys Varsity | Fall 2017 | OPTA | \$ 4,558 Exp. 5 / Step 4 |
| Scott Schriener | Volleyball - Boys Junior Varsity | Fall 2017 | Community Member | \$ 2,689 Exp. 2 / Step 2 |
| Gregory Lardo | Volleyball - Girls Varsity | Fall 2017 | OPTA | \$ 4,558 Exp.13 / Step 4 |
| Kelly Sacilowski | Volleyball - Girls Junior Varsity | Fall 2017 | OPTA | \$ 3,401 Exp. 8 / Step 4 |
| Wendy Lewandowski | Volleyball - Girls Modified B | Fall 2017 | OPTA | \$ 3,056 Exp. 4 / Step 4 |
| James Gibson | Basketball - Boys Varsity | Winter 2017/18 | OPTA | \$ 6,604 Exp. 25 / Step 4 |
| Christopher Frankowski | Basketball - Boys Junior Varsity | Winter 2017/18 | OPTA | \$ 3,746 Exp. 2 / Step 2 |

| Name | Title / Activity | Effective Dates | Employee Group | Salary / Stipend |
|---------------------------|-----------------------------------|------------------------|-----------------------|-----------------------------|
| Charles Hillegas | Basketball - Boys Modified B | Winter 2017/18 | OPTA | \$ 3,596 Exp. 2 / Step 2 |
| Gary Janas | Basketball - Girls Varsity | Winter 2017/18 | OPTA | \$ 6,604 Exp.18 / Step 4 |
| Jennifer Brewer | Basketball - Girls Junior Varsity | Winter 2017/18 | OPTA | \$ 3,746 Exp. 2 / Step 2 |
| Michael Cieslik | Basketball - Girls Modified B | Winter 2017/18 | OPTA | \$ 4,316 Exp.13 / Step 4 |
| Joseph Biondo | Bowling - Boys Varsity | Winter 2017/18 | OPTA | \$ 3,401 Exp.18 / Step 4 |
| Kim Caligiuri | Bowling - Girls Varsity | Winter 2017/18 | OPTA | \$ 2,689 Exp. 2 / Step 2 |
| Jill Manka | Cheerleading - Varsity | Winter 2017/18 | Community Member | \$ 4,558 Exp. 8 / Step 4 |
| Lauren Bonilla | Cheerleading - Junior Varsity | Winter 2017/18 | Community Member | \$ 3,041 Exp. 6 / Step 4 |
| Joshua Dannecker | Ice Hockey - Boys Varsity | Winter 2017/18 | OPTA | \$ 6,604 Exp. 6 / Step 4 |
| Steven Ferrentino | Ice Hockey - Boys Assistant | Winter 2017/18 | OPSRPA | \$ 4,558 Exp. 6 / Step 4 |
| Lucian Forcucci | Ice Hockey - Girls Varsity | Winter 2017/18 | OPTA | \$ 6,604 Exp.16 / Step 4 |
| Gregory Lardo | Indoor Track - Coed Varsity | Winter 2017/18 | OPTA | \$ 6,604 Exp.13 / Step 4 |
| David Izydorczak | Indoor Track - Coed Varsity Asst. | Winter 2017/18 | OPTA | \$ 3,401 Exp.1 / Step 1 |
| Richard Ortlepp | Rifle - Coed Varsity | Winter 2017/18 | Community Member | \$ 3,401 Exp.25 / Step 4 |
| Philip Aronica | Swimming - Boys Varsity | Winter 2017/18 | Community Member | \$ 4,783 Exp.3 / Step 3 |
| Kristen McGuinness | Swimming - Coed Modified B | Winter 2017/18 | OPTA | \$ 3,056 Exp.5 / Step 4 |
| Kristen Fisher | Swimming - Coed Modified B | Winter 2017/18 | OPTA | \$ 2,858 Exp.3 / Step 3 |
| Jared Teal | Wrestling - Varsity | Winter 2017/18 | OPTA | \$ 5,875 Exp.3 / Step 3 |
| Joshua Taylor | Wrestling - Varsity Assistant | Winter 2017/18 | Community Member | \$ 3,746 Exp. 2 / Step 2 |
| Steven Delucia | Wrestling - Modified B | Winter 2017/18 | OPTA | \$ 4,316 Exp.19 / Step 4 |
| David Tundo | Wrestling - Modified B | Winter 2017/18 | OPTA | \$ 3,596 Exp. 2 / Step 2 |

Appointments – Summer Psychologists

| Name | Title / Position | Rate |
|-------------------------|---------------------------|------------------------|
| Debra Radziwon | School Psychologist (EG) | up to 20 days @1/200th |
| Jocelyn Hartney | School Psychologist (EL) | up to 20 days @1/200th |
| Lynn Roberts | School Psychologist (SD) | up to 20 days @1/200th |
| Dorothy Klink | School Psychologist (WE) | up to 5 days @1/200th |
| Amy Mulvenna | School Psychologist (MS) | up to 20 days @1/200th |
| Joseph Adamec | School Psychologist (HS2) | up to 20 days @1/200th |
| Kathryn Tashjian | School Psychologist (DO) | up to 20 days @1/200th |

Appointments – Summer Reading Program

| Name | Title / Position | Rate |
|---------------------------|---------------------|---------------------------------|
| Kathleen Cullen | Director | 48 half days @OPTA § 3.3.9 |
| Theresa Bermingham | Teacher | 21 half days @OPTA § 3.3.9 |
| Peter Herman | Teacher | 21 half days @OPTA § 3.3.9 |
| Maureen Connors | Teacher | 21 half days @OPTA § 3.3.9 |
| Suzanne Finger | Teacher | 21 half days @OPTA § 3.3.9 |
| Lisa Rachko | Teacher | 21 half days @OPTA § 3.3.9 |
| Eileen LaPenta | Teacher | 21 half days @OPTA § 3.3.9 |
| Anne Noe | Teacher | 21 half days @OPTA § 3.3.9 |
| Lauren Stegemann | Teacher | 21 half days @OPTA § 3.3.9 |
| Lindsey Buck | Teacher | 21 half days @OPTA § 3.3.9 |
| Kimberly Kent | Teacher | 21 half days @OPTA § 3.3.9 |
| Michele Wolf | Librarian | 21 half days @OPTA § 3.3.9 |
| Dorothy Hellwig | Aide | 21 half days @OPSRPA Schedule A |
| Rebecca Overton | Aide | 21 half days @OPSRPA Schedule A |
| Patricia White | Aide | 22 half days @OPSRPA Schedule A |
| Jeanette Smith | Aide | 21 half days @OPSRPA Schedule E |
| Kathleen Holland | 1:1 Aide | 21 half days @OPSRPA Schedule E |
| Nancy Weber | 1:1 Aide Substitute | @OPSRPA current substitute rate |

Appointments – Summer School In The Sun Program

| Name | Title / Position | Rate |
|-------------------------------|--------------------|---|
| Kathleen Hill | Teacher | Up to 32 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| David Izydorczak | Teacher | Up to 32 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| Nancy Krone | Teacher | Up to 32 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| Travis Pufpaff | Teacher | Up to 32 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| Dana Riddoch | Teacher | Up to 32 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| Mary Lynne Berlin | Teacher | Up to 32 days - 4.50 hrs/day @ OPTA § 3.3.9 |
| Donna Schwarzenholzer | Teacher | Up to 32 days - 4.50 hrs/day @ OPTA § 3.3.9 |
| Jane Diedrich | Therapist (OT) | Up to 32 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| Rose Spino | Therapist (OT) | Up to 13 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| Kristen Hutschenreuter | Social Worker | Up to 7 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| Joy Michener | Therapist (PT) | Up to 32 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| Emilie Smith | Therapist (Speech) | Up to 19 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| Marcee Stelley | Therapist (Speech) | Up to 32 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| Kerra Trivieri | Librarian | Up to 16 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| Christina Carter | Librarian | Up to 16 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| Wendy Lewandowski | Physical Education | Up to 16 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| Jonathan VanRemmen | Physical Education | Up to 16 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| Lauren Brechtel | Teacher | Up to 32 days - 6.50 hrs/day @ OPTA § 3.3.9 |
| EmmaLousie Hammond | Teacher | Up to 32 days - 6.50 hrs/day @ OPTA § 3.3.9 |

| Name | Title / Position | Rate |
|----------------------------|---------------------------|---|
| Elizabeth Hurley | School Nurse | Up to 32 days - 6.5 hrs/day @ OPSRPA Schedule A |
| Rita Fitzgerald | Teacher Aide | Up to 32 days - 6.0 hrs/day @ OPSRPA Schedule A |
| Josephine Delmonaco | Teacher Aide | Up to 32 days - 6.0 hrs/day @ OPSRPA Schedule A |
| Nancy Brady | Teacher Aide | Up to 32 days - 6.0 hrs/day @ OPSRPA Schedule A |
| Nadine Even | Teacher Aide | Up to 32 days - 6.0 hrs/day @ OPSRPA Schedule A |
| Jennifer Haley | Teacher Aide | Up to 32 days - 6.0 hrs/day @ OPSRPA Schedule B |
| Teresa Haun | Teacher Aide | Up to 32 days - 6.0 hrs/day @ OPSRPA Schedule A |
| Gail Karcher | Teacher Aide | Up to 32 days - 6.0 hrs/day @ OPSRPA Schedule B |
| Debra Kazmierczak | Teacher Aide | Up to 32 days - 6.0 hrs/day @ OPSRPA Schedule A |
| Colleen Plunkett | Teacher Aide | Up to 32 days - 6.0 hrs/day @ OPSRPA Schedule B |
| Sharron Rappi | Teacher Aide | Up to 32 days - 6.0 hrs/day @ OPSRPA Schedule A |
| Jennifer Smith | Teacher Aide | Up to 32 days - 6.0 hrs/day @ OPSRPA Schedule B |
| Mary Krasowski | Teacher Aide | Up to 32 days - 6.0 hrs/day @ OPSRPA Schedule B |
| Karen Pratt | Teacher Aide | Up to 32 days - 6.0 hrs/day @ OPSRPA Schedule D |
| Debra Petersdorf | Teacher Aide | Up to 32 days - 6.0 hrs/day @ OPSRPA Schedule A |
| Sean Hogan | Teacher Aide | Up to 32 days - 3.5 hrs/day @ OPSRPA Schedule E |
| Charlene Lawless | Substitute Nurse | @ OPSRPA current substitute rate |
| Kathyleen Holowka | Substitute Therapist (OT) | @OPTA § 3.3.9 |
| Kelly Sacilowski | Substitute Therapist (PT) | @OPTA § 3.3.9 |
| Cheryl Carbonara | Substitute Teacher | @OPTA § 3.3.9 |
| Susan Nolan | Substitute Teacher | @OPTA § 3.3.9 |
| Amy Novak | Substitute Teacher | @OPTA § 3.3.9 |
| Linda Daniels | Substitute Teacher | @OPTA § 3.3.9 |
| Sue DelPrince | Substitute Teacher | @OPTA § 3.3.9 |
| Rachel Giza | Substitute Teacher | @OPTA § 3.3.9 |
| Karen Martinke | Substitute Teacher Aide | @OPSRPA current substitute rate |
| Marianne Matyas | Substitute Teacher Aide | @OPSRPA current substitute rate |
| Noreen Olek | Substitute Teacher Aide | @OPSRPA current substitute rate |
| Linda Saskowski | Substitute Teacher Aide | @OPSRPA current substitute rate |
| Ann Ovaska | Substitute Teacher Aide | @OPSRPA current substitute rate |
| Theresa Richards | Substitute Teacher Aide | @OPSRPA current substitute rate |
| Marcy Arthur | Substitute Teacher Aide | @OPSRPA current substitute rate |
| Kathleen Holland | Substitute Teacher Aide | @OPSRPA current substitute rate |
| Eileen Tomaka | Substitute Teacher Aide | @OPSRPA current substitute rate |

Leaves of Absence (Teachers and Administrators)

| Name | Title / Position | Rate |
|-------------------------------|--------------------------|---|
| Bernadette Clark | Guidance Counselor (MS) | Up to 10 days @ 1/200th of current salary |
| Mary Jo Kajfasz | Guidance Counselor (MS) | Up to 10 days @ 1/200th of current salary |
| Elizabeth Nobel | Guidance Counselor (MS) | Up to 10 days @ 1/200th of current salary |
| Sarina Scaccia | Guidance Counselor (MS) | Up to 10 days @ 1/200th of current salary |
| Michael Behm | Guidance Counselor (HS1) | Up to 12 days @ 1/200th of current salary |
| Jennifer Stahl | Guidance Counselor (HS1) | Up to 12 days @ 1/200th of current salary |
| Anne Marie Cervoni | Guidance Counselor (HS2) | Up to 12 days @ 1/200th of current salary |
| Melissa Stasio | Guidance Counselor (HS2) | Up to 12 days @ 1/200th of current salary |
| Ann Linder | Guidance Counselor (HS3) | Up to 12 days @ 1/200th of current salary |
| Amy See | Guidance Counselor (HS3) | Up to 12 days @ 1/200th of current salary |
| Kristen Hutschenreuter | Guidance Counselor (WE) | Up to 10 days @ 1/200th of current salary |

Position Management

- The extension of the effective tenure date for Jessica Petrie, Elementary Education tenure area, from 08/31/17 to 09/09/17, (due to LOA).

Contractual and Other (Teachers and Administrators)

- That the Board of Education authorizes the Superintendent of Schools to execute a Memorandum of Agreement with the Orchard Park School Related Professionals Association, the Orchard Park Principals Association, and the Orchard Park Central Office Administrators in regards to "Summer 2017 Work Schedules". (**attachment # 2**)

Personnel Considerations – Support Staff

Appointments (Support Staff)

| Name | Position (Initial Location) | Type of Appointment | Effective Date | Compensation (Initial Schedule) |
|----------------------------|-----------------------------------|---------------------|--------------------|--|
| Richard Wagner | Part-time Cleaner (MS) | Probationary | 5/3/2017 | \$15.69 hour Salary F Schedule 4.0 hours/day |
| Kathleen Campanella | Part-time School Monitor (MS) | Temporary | 5/3/17-6/13/17 | \$13.46 hour Salary E Schedule 3.0 hours/day |
| Wayne Milks | FT Senior Custodian/12 month (HS) | Probationary | 6/14/17 - 12/15/17 | \$22.67 hour Salary D Schedule 8.0 hours/day |
| Robert Cameron | FT Laborer/12 month | Probationary | 7/1/2017 | \$18.30 hour Salary F Schedule 8.0 hours/day |
| Cheryl Baker | FT Clerk Typist/12 month | Probationary | 6/15/2017 | \$15.90 hour Salary E Schedule 8.0 hours/day |
| Mark Frisch | FT Head Custodian/12 month | Probationary | 6/14/2017 | \$24.42 hour Salary B Schedule 8.0 hours/day |

Appointments (Support Staff Substitutes)

| Name | Title Activity | Effective Dates | Civil Service Title |
|--------------------------|--------------------------|--------------------|----------------------|
| Patricia Broadway | Support Staff Substitute | 6/1/2017-6/20/2017 | Teacher Aide/Monitor |

Leaves of Absence (Support Staff)

| Name | Title Activity | Effective Dates | Comment |
|-----------------------|----------------------------------|---------------------------------------|------------|
| Tammy Pease | Full-time 12 month Cleaner | 3/23/17 - 4/30/2017 (amend end date) | Unpaid LOA |
| Jeanmarie Hamm | Full-time 12 month Cleaner | 3/3/2017 - 5/14/2017 (amend end date) | Unpaid LOA |
| Carol Fridmann | Part-time 10 month Bus Attendant | 4/18/2017-5/31/2017 | Unpaid LOA |

Appointments – Mentors (Support Staff)

| Name | Title / Activity | Effective Dates | Employee Group | Salary / Stipend |
|------------------------|--|------------------|----------------|------------------|
| Michael Paolini | Mentor to Richard Wagner Part-time Cleaner (MS) | 5/10/17 - 6/9/18 | OPSRPA | \$200.00 |

Resignations and Retirements (Support Staff)

| Name | Position | Effective Dates | Comment |
|------------------------|--------------------------------------|-----------------|---|
| Jeanmarie Hamm | Full-time 12 month Cleaner (WE) | 07/05/17 | Retirement 21 years of service |
| Deborah Acquard | Part-time 10 month Teacher Aide (WE) | 06/30/17 | Retirement 14.75 years of service |
| Earl McColgin | Part-time 10 month Teacher Aide (EG) | 06/30/17 | Retirement 9.50 years of service |
| Cheryl Ardus | Part-time 10 month Teacher Aide (WE) | 06/30/17 | Retirement 16.75 years of service |
| Wayne Milks | Full-time 12 month Custodian | 06/13/17 | Contingent upon appointment to FT Senior Custodian/12 mo (see Item No. 3.3.B.1.3) |
| Travis O'Brien | Part-time 10 month Cleaner (HS) | 05/21/17 | Resignation |
| Judith Paddock | Part-time 10 month Bus Driver (BG) | 06/05/17 | Termination |
| Mark Frisch | Full-time 10 month Custodian | 06/13/17 | Contingent upon appointment to FT Head Custodian/12 mon (see Item No.3.3.B.1.6) |

Contractual and Other (Support Staff)

- **RESOLVED THAT**, the Board of Education authorizes Board President, Mr. David Nielsen, to execute the renewed Part-time Public Relations employment agreement for Mrs. Julianne Becker, effective July 1, 2017. (attachment # 3)

Seasonal and Other (Support Staff)

| Name | Position (Initial Location) | Type of Appointment | Effective Date | Compensation (Initial Schedule) |
|-------------------------|-----------------------------|---------------------|-------------------|---------------------------------|
| Jamie Moll | FT Laborer | Seasonal | 6/26/17 - 8/29/17 | \$19.38/hr |
| Martin Maloney | FT Laborer | Seasonal | 6/26/17 - 8/29/17 | \$18.83/hr |
| Richard Natalzia | FT Laborer | Seasonal | 6/26/17 - 8/29/17 | \$19.38/hr |
| Richard Buss | FT Laborer | Seasonal | 6/26/17 - 8/29/17 | \$20.52/hr |
| Richard Wagner | FT Laborer | Seasonal | 6/26/17 - 8/29/17 | \$18.83/hr |
| Marie Smith | FT Cleaner | Seasonal | 6/26/17 - 8/29/17 | \$16.62/hr |
| Brittany Kueker | FT Cleaner | Seasonal | 6/26/17 - 8/29/17 | \$16.62/hr |
| Nancy Weiss | FT Cleaner | Seasonal | 6/26/17 - 8/29/17 | \$17.60/hr |
| Michelle Farr | FT Cleaner | Seasonal | 6/26/17 - 8/29/17 | \$16.62/hr |
| Nancy Connor | FT Cleaner | Seasonal | 6/26/17 - 8/29/17 | \$16.62/hr |

Nursing Appointments – Summer 2017 (active 10-month Support Staff)

| Name | Title / Position | Rate |
|-----------------------------|----------------------------------|------------------------------------|
| Emily Christopherson | Registered Prof Nurse (HS) | Up to 90 hours @ OPSRPA Schedule B |
| Ellen McGravey | Registered Prof Nurse (MS) | Up to 30 hours @ OPSRPA Schedule A |
| Brenda Krawczyk | Registered Prof Nurse (MS) | Up to 30 hours @ OPSRPA Schedule D |
| Rebecca Banks | Registered Prof Nurse (EG) | Up to 30 hours @ OPSRPA Schedule E |
| Charlene Lawless | Registered Prof Nurse (EL) | Up to 30 hours @ OPSRPA Schedule A |
| Betty Hurley | Registered Prof Nurse (SD) | Up to 30 hours @ OPSRPA Schedule A |
| Sarah Johnson | Registered Prof Nurse (WE) | Up to 30 hours @ OPSRPA Schedule C |
| Catherine Zanghi | Registered Prof Nurse (Nativity) | Up to 30 hours @ OPSRPA Schedule B |

Special Education (attachment #4)

- Recommendation by the Committee on Special Education for **Annual Reviews of Forty-Five (45)** Resident Children
- Recommendation by the Committee on Special Education for the **Program Review of Three (3)** Resident Children
- Recommendation by the Committee on Special Education for **Re-Evaluation of Three (3)** Resident Child
- Recommendation by the Committee on Special Education for the **Initial Educational Placement of Eight (8)** Resident Children
- Recommendation by the Committee on Special Education for **Amendments of One (1)** Resident Child
- Recommendation by the Committee on Special Education for **Declassification of Two (2)** Resident Children
- Recommendation by the Committee on Special Education for the **Manifestation Determination of One (1)** Resident Child
- Recommendation by the Committee on Preschool Special Education for the **Preschool Annual Review of Nine (9)** Resident Children
- Recommendation by the Committee on Preschool Special Education for the **Preschool Program Review of Four (4)** Resident Child
- Recommendation by the Committee on Preschool Special Education for the **Preschool Initial Educational Placement of Six (6)** Resident Children
- Recommendation by the Committee on Preschool Special Education for the **Preschool Amendments of One (1)** Resident Child
- Recommendation by the Committee on Preschool Special Education for the **Preschool Declassification of Two (2)** Resident Children

**SPECIAL
EDUCATION**

Textbook Adoption (attachment # 5)

- *The Story of American Freedom*, by Eric Foner, published by W.W. Norton & Company, copyright 1999 High School Grade 11, Advanced Placement

**TEXTBOOK
ADOPTION**

Board/Committee Reports

- **PDC** – Dr. Krueger reported on the final meeting of the Professional Development Committee and stated they worked on summer trainings and are very excited about the EduCamp being offering this summer.
- **DLC** – Dr. Krueger stated that the District Leadership Committee meeting focused on the review of the summer curriculum project work.
- **Safety** – Dr. Krueger stated the committee worked on potential revisions to the district safety plan. The committee also is working on safety training opportunities for staff.

REPORTS

Discussion

- **District Wide Printing Bid Results** – Mr. Petrus stated that the sealed bids were opened in the District Office on May 18, 2017 for the district-wide printing quotation. Five companies submitted sealed bids. Items were awarded on an individual item basis to the lowest bidder who met all specifications as set forth in the bid document. The total for all bids is \$9,207.78.
- **Athletics Bid Result** – Mr. Petrus stated that sealed bids were opened in the district office on May 25, 2017 for the athletic supplies, equipment, and reconditioning. There were bids sent to 21 companies and 14 companies submitted sealed bids. Items were awarded on an individual item basis to the lowest bidder who met all of the specifications as set forth in the bid document. The total amount awards id \$30,771.17.
- **May 16, 2017 Vote Results** - Mrs. Connors stated that the Chief Inspector and the Permanent Chairperson have certified the election and the results are ready for approval.
- **Surplus Athletic Equipment & Uniforms** – Mr. Petrus stated that the athletic department has several items that are old and unrepairable and jerseys to be declared as surplus.
- **Surplus Transportation Department Equipment** – Mr. Petrus stated the transportation department would like to declare a few pieces of equipment and three busses as surplus. He stated the vehicles and equipment will be sold through Auctions International.
- **Public Relations Printing Bid Results** - Mr. Petrus stated that sealed bids were opened in the district office on May 18, 2017 for the public relations printing quotation. Items were awarded on an individual item basis to the lowest bidder who met all specifications as set forth in the bid document.
- **IPA Instructional Hardware** – Mr. Petrus stated that he and Mrs. Eppolito, technology directory, worked with Erie 1 BOCES for an Installment Purchase Agreement (IPA) for the purchase of 386 Desktop Computers and 83 Laptop Computers to replace existing teacher machines at the high and middle schools and the elementary computer lab machines. This three-year IPA will be eligible for BOCES aid funding. The total amount for the IPA is \$341,202.20 over the 3 years beginning in 2016-17. The yearly cost is \$135,825.22. These expenses were budgeted for and will be aided.
- **Re-Approval of Combined Girls Hockey Team** – Mr. McGarrity stated that the team has been in place for several years but since there is a third team being possible added to the combined team it requires reauthorization.
- **Final Read of Polices (2000 & 3000 Series from Policy Audit)** – Dr. Krueger stated the recommended revisions of the 2000 & 3000 series of policies are being presented as a second read with action for adoption later on the Agenda. These policies were presented as a first read at the May 16, 2017 Board meeting.
 - 2100 Board of Education Operating Procedure Manual (Deletion)
 - 2110 New Title: Orienting and Training New Board Members
 - 2120 Board Member Training on Financial Oversight, Accountability and Fiduciary Responsibilities (Deletion)
 - 2310 Membership in Associations (Deletion)
 - 2320 Attendance by Board Members at Conferences, Conventions and Workshops
 - 3120 District Standards & Guidelines for Web Page Publishing
 - 3160 Charter Schools
 - 3210 Visitors to the School
 - 3220 Use of Service Animals
 - 3240 Student Participation (Deletion)
 - 3250 Parent-Teacher Organization (Deletion)
 - 3271 Solicitation of Charitable Donations

- 3280 Use of School Facilities, Materials, and Equipment
 - 3281 Use of Facilities by the Boy Scouts of America and Patriotic Youth Groups
 - 3310 Public Access to Records
 - 3320 Confidentiality of Computerized Information
 - 3410 Code of Conduct on School Property
 - 3412 Threats of Violence in School
 - 3420 Non-Discrimination & Anti-Harassment in the School District
 - 3430 Violent and Disruptive Incident Reporting (Deletion)
- **First Read of Policies (4000 & 5000 Services from Policy Audit)** – Dr. Krueger stated that the 4000 and 5000 services continues with the Policy Services Department of Erie 1 BOCES extensive review of the District policy manual.
- 4211 Organizational Chart (Deletion)
 - 4410 Professional Development Opportunities (Deletion)
 - 4420 Fringe Benefits for Confidential District Office Administrators and the School Physician (Deletion)
 - 5510 Budget Planning and Development
 - 5120 School District Budget Hearing
 - 5130 Budget Adoption
 - 5140 Administration of the Budget
 - 5150 Contingency Budget
 - 5220 District Investments
 - 5250 Sale and Disposal of School District Property
 - 5323 Reimbursement for Meals/Refreshments
 - 5330 Budget Transfers (Deletion)
 - 5340 Borrowing of Funds (Deletion)
 - 5410 New Title: Purchasing: Competitive Bidding and Offering
 - 5411 Procurement of Goods and Services
 - 5412 Alternative Formats for Instructional Materials
 - 5510 Accounting of Funds
 - 5511 Maintenance of Fund Balance
 - 5512 Reserve Funds
 - 5520 Extraclassroom Activity Fund
 - 5550 Maintenance of Fiscal Effort (Title I Programs)
 - 5570 Financial Accountability
 - 5571 Allegations of Fraud
 - 5572 Audit Committee
 - 5620 New Title: Fixed Asset Inventories, Accounting and Tracking
 - 5630 Facilities: Inspection, Operation, and Maintenance
 - 5631 Hazardous Waste and Handling of Toxic Substances by Employees
 - 5632 Pest Management & Pesticide Use
 - 5640 Smoking/Tobacco Use
 - 5650 New Title: Energy Conservation and Recycling in the Schools
 - 5660 School Food Service Program (Breakfast & Lunch)
 - 5661 Wellness
 - 5670 Records Management

- 5671 Disposal of Consumer Report Information and Records
- 5672 Information Security Breach & Notification
- 5674 Data Networks and Security Access
- 5675 Students Grading Information Systems
- 5680 Safety and Security (Deletion)
- 5681 School Safety Plans
- 5682 Cardiac AEDs in Public School Facilities
- 5683 Fire Drills, Bomb Threats, and Bus Emergency Drills
- 5691 Communicable Diseases
- 5692 HIV-Related Illnesses
- 5710 Transportation Program
- 5720 Transportation of Student
- 5750 Idling School Buses on School Grounds

- **Review of Annual Organizational Meeting Appointments and Agenda** – Mrs. Connors stated this is a draft of the meeting agenda. She stated that the Board has a copy of possible appointments to committees and to forward their choices for committee appointments.
- **2017-18 Calendar (Change to September Start Date)** – Mr. McGarrity stated that there is a concert being held at the stadium on September 6 and this is also the first day of student attendance therefore he is concerned about the traffic impact in the afternoon. After consultation with local police, he is recommending having a superintendent conference day on September 5 and making September 6 the first day for student attendance.

**APPROVAL
OF
PRINTING
BID AWARDS**

Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) 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 district-wide printing bids to the vendors as with the amounts listed totaling \$9,207.78.

- Gamble Printing & Mailing, Inc - \$2,329.44
- Gallagher Printing, Inc - \$4,272.80
- Buffalo Envelope - \$2,077.82
- Minuteman Press - \$ 527.72

**APPROVAL OF
ATHLETIC BID
AWARDS**

Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) 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 athletic supplies/equipment/recondition bid to the vendors with the amounts listed totaling \$36,771.17

| | |
|--|---|
| Tony Martin's Awards, Inc. \$1,224.00 | BSN Sports/Passon Sports \$1,091.33 |
| Champion's Choice \$213.60 | Laux Sporting Goods, Inc. \$13464.60 |
| Longstreth Sporting Goods- No bid returned | Medco \$556.82 |
| M-F Athletic Company \$192.00 | Neff Motivation, Inc. \$1,035.50 |
| The Nixon Company, Inc. \$150.00 | Plaques and Such – No bid returned |
| Pioneer Revere – No bid returned | Riddell/All American \$12,000 – estimated (<i>plus reconditioning of twilled/embroidered uniforms, per piece pricing</i>) |
| Sportsman's \$5,042.89 | Henry Schein Performance – \$817.28 |
| Varsity Athletic Apparel – No bid returned | Aluminum Athletic Equipment - \$0 |
| Kennedy Industries – No bid returned | Southtowns Trophy/Spectrum Gifts - \$573.60 |
| Collins Sports Medicine - \$517.17 | Sator Soccer/Sator Sports, Inc. – No bid returned |
| School Specialty, Inc. - \$2.18 | |

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

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby accepts the May 16, 2017 vote results as presented and verified by the chief inspector and permanent chairperson.

(attachment # 6)

- Proposition 1 (Approved) – 2017-2018 BUDGET
YES – 844 NO – 282
- Proposition 2 – (Approved) PURCHASE AND FINANCING OF VEHICLES, RELATED EQUIPMENT AND SUPPLIES
YES – 932 NO – 237
- Proposition 3 – (Approved) ESTABLISHMENT OF CAPITAL RESERVE
YES – 906 NO – 265
- Election of Board of Education Members – Elect 3
- Dr. Christine Tinnesz (933), Mr. David Nielsen (895) and Mr. Dwight Mateer (880) are Elected, July 1, 2017-June 30, 2020.

**ACCEPTANCE
OF MAY 16, 2017
VOTE RESULTS**

**DECLARATION
OF ATHLETIC
EQUIPMENT
AND UNIFORMS
AS SURPLUS**

Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) 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 the following athletics equipment and uniforms as surplus.

- (15) Pole vaults (15 years old)
- Stair climber (17 years old - unrepairable)
- (10) Football helmets
- (10) shoulder pads
- High jump mats and cover (20 years old).
- Will try to sell through Auctions International
- Boys Modified Basketball jerseys (20 years old). To be donated to GOALS Universal

**DECLARATION
OF
TRANSPORTATION
EQUIPMENT
AS SURPLUS**

Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) 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 the transportation equipment as presented as surplus

- Bus #289- 2005 Bluebird Vision 65 passenger bus. Miles= 130,752
(Auctioning due to age, mileage and condition of body)
- Bus #291 - 2005 Bluebird Vision 65 passenger bus. Miles= 145,749
(Auctioning due to age, mileage and condition of body)
- Bus #309- 2009 Ford E-450 30 passenger bus. Miles= 175,300 (Auctioning due to age, mileage and condition of body)
- Brake wash station - out of date and not used anymore
- Miscellaneous group of Bus seats- most are old wheelchair bus seats that are unused or from old busses not in service anymore
- Miscellaneous group of nuts, bolts, and screws- Old non-useable hardware
- Miscellaneous group of bus parts- Obsolete group of old bus parts such as shocks, suspension parts, etc.
- Steel plate - Obsolete un-useable steel machine plate.

**APPROVAL
OF PUBLIC
RELATIONS
BID AWARD**

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

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby accepts awards the Public Relations Printing Bids as presented.

- Award of Newsletters to Sommer & Sons Printing, Inc. for anticipated \$1,840 - \$6,040 per newsletter (Cost depends on specific newsletter as we send different sizes at different times of the year)
- Award of Calendar to Sommer & Sons Printing, Inc. Anticipated Cost \$5,395. (Cost varies depending on size of calendar chosen to fit our needs.)
- Award of Business Cards to Gamble Printing & Mailing Inc. for \$22.10 per set 4-
- Award of Sex Offender Notification Letter to Print Plus for \$744.15
- Award of District Goals Posters to Gamble Printing & Mailing Inc. for up to \$953.19

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

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby accepts adopts the following resolution for IPA with BOCES as written:

RESOLVED that the Board of Education of the **Orchard Park School District** hereby agrees to enter into the attached contract with the Erie 1 BOCES for a three – year period commencing on June 14, 2017 to authorize the Western New York Regional Information Center to furnish certain computer services to the District pursuant to Education Law 1950 (4) (JJ) for an amount not to exceed \$342,027.00 and authorizes 36 – monthly payments to be made to Erie 1 BOCES in the amount not to exceed \$9,500.75.

Be it further **RESOLVED**, that the Board of Education of the **Orchard Park School District** hereby authorizes the Board President or the District Clerk to execute the contract on behalf of the District.

**APPROVAL OF
IPA WITH
E1CC BOCES**

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

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby approves of the continuation of a combined school (Frontier, Lake Shore, Orchard Park) for a girls ice hockey team.

**APPROVAL OF
CONTINUATION
OF COMBINED
GIRLS ICE
HOCKEY TEAM**

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

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby re-adopts the following 2000 & 3000 series polices from the policy audit, as listed.

2110-ORIENTING AND TRAINING NEW BOARD MEMBERS

The Board and its staff will assist each new member-elect to understand the Board's functions, policies, and procedures before he or she takes office, by the following methods:

- a) The electee will be given selected materials relating to the responsibilities of Board membership, which material is supplied by the New York State School Boards Association, the National School Boards Association, and/or other professional organizations;
- b) The electee will be invited to attend Board meetings and to participate in its discussions;

**ADOPTION OF
2000 & 3000
SERIES
FROM
POLICY AUDIT**

- c) The Clerk will supply material pertinent to meetings and explain its use;
- d) The electee will be invited to meet with the Superintendent and other administrative personnel to discuss services they perform for the Board;
- e) A copy of the Board's policies and by laws will be given to the electee by the Clerk;
- f) The opportunity will be provided for new Board members to attend the New York State School Boards Association orientation program.

Board Member Training

Within the first year of election or appointment, each Board member must complete a minimum of six hours of training on the financial oversight, accountability, and fiduciary responsibilities of a school board member and a training course acquainting him or her with the powers, functions, and duties of Boards, as well as the powers and duties of other governing and administrative authorities affecting public education. Re-elected Board members will not be required to repeat this training. The curriculum and provider of this training must be approved by the Commissioner of Education.

Upon completing the required training, the Board member will file with the District Clerk a certificate of completion issued by the provider of the training. Actual and necessary expenses incurred by a Board member in complying with these requirements are a lawful charge to the District.

Education Law § 2102-a

8 NYCRR § 170.12(a)

2320-ATTENDANCE BY BOARD MEMBERS AT CONFERENCES, CONVENTIONS AND WORKSHOPS

The Board believes that continuing in-service training and development are important for its members. The Board, therefore, encourages the participation of all members at appropriate School Board conferences, conventions and workshops intended to be of benefit to the School District. However, in order to control both the investment of time and funds necessary to implement this policy, the Board establishes the following guidelines:

- a) The Board Clerk will inform the Board of upcoming conferences, conventions, and workshops. The Board will periodically decide which meetings appear to be most likely to produce direct and indirect benefits to the District. At least annually, the Board will identify those new ideas or procedures and/or cost benefits that can be ascribed to participation at these meetings.
- b) Funds for participation at conferences, conventions, workshops, and the like will be budgeted for on an annual basis.
- c) Reimbursement to Board members for all actual and necessary registration fees, expenses of travel, meals and lodging, and all necessary tuition fees incurred in connection with attendance at conferences and the like will be in accordance with established policies and regulations for expense reimbursement.
- d) When a conference, convention or workshop is not attended by the full Board, those who do participate will be requested to share information, recommendations and materials acquired at the meeting.

The authorization for Board members to attend a conference, convention, or workshop will be by Board resolution adopted prior to such attendance. However, if rare circumstances arise which make it impractical for a Board resolution to be obtained prior to attendance, the Board President may authorize attendance. Where authorization has been delegated to the President of the Board, no expense or claim form will be paid unless a travel order or similar document signed by the President is attached to the form, authorizing the claimant to attend the conference.

Education Law § 2118

General Municipal Law §§ 77-b and 77-c

NOTE: Refer also to Policies #5323 -- Reimbursement for Meals/Refreshments
#6161 -- Conference/Travel Expense Reimbursement

3120-DISTRICT STANDARDS & GUIDELINES FOR WEB PAGE PUBLISHING

The availability of Internet access in the District provides an opportunity for staff and students to access information and contribute to the District's online presence. The District/school/classroom websites must relate to curriculum or instructional matters, school authorized activities, or general information of interest to the public pertaining to the District or its schools. Staff and students are prohibited from publishing personal home pages or links to personal home pages as part of the District/school/classroom Web Page(s). Similarly, no individual or outside organization will be permitted to publish personal Web Pages as part of the District/school/classroom Web Page(s).

Internet access for the creation of Web Pages is provided by the District and all information must be reviewed by the Website Manager prior to publishing it on the Web. Personnel designing information for the Web Pages must familiarize themselves with and adhere to District standards and procedures. Failure to follow District standards or responsibilities may result in disciplinary sanctions in accordance with law and/or the applicable collective bargaining agreement.

The District will ensure that any and all notifications and documents required by law, regulation, or District policy to be posted on its website will be published.

Content Standards

a) Approval for posting a Web Page must be obtained from the Website Manager or his or her designee(s). If at any time, the Website Manager or designee(s) believes the proposed material does not meet the standards approved by the District, it will not be published on the Web. Decisions regarding access to active Web Pages for editing content or organization will be the responsibility of the Website Manager or designee(s).

b) A Web Page must be sponsored by a member of the District faculty, staff or administration who will be responsible for its content, design, currency and maintenance. The sponsor is responsible for ensuring that those constructing and maintaining the Web Page have the necessary technical training and that they fully understand and adhere to District policies and regulations. The Web Page must include the name of the sponsor.

c) Staff or student work should be published only as it relates to a school/classroom authorized project or other school-related activity, and in compliance with any and all relevant laws, rules, and regulations.

d) The review of a Student Web Page (if considered a school sponsored student publication) will be subject to prior District review as would any other school sponsored student publication.

e) An authorized teacher who is publishing the final Web Page(s) for himself or herself or for a student will edit and test the Page(s) for accuracy of links and check for conformance with District standards and practices.

f) Commercial advertising or marketing on the District/school/classroom Web Page(s) (or the use of school-affiliated Web Pages for the pursuit of personal or financial gain) will be prohibited unless otherwise authorized in accordance with law and/or regulation. Decisions regarding website advertising must be consistent with existing District policies and practices on this matter. School-affiliated Web Pages may mention outside organizations only in the context of school programs that have a direct relationship to those organizations (e.g., sponsorship of an activity, student community service project).

- g) Web Pages may include faculty or staff names; however, other personal information about employees including, but not limited to, home telephone numbers, addresses, email addresses, or other identifying information such as names of family members may be published only with the employee's written permission.
- h) All Web Pages must conform to the standards for appropriate use found in the District's Acceptable Use Policy(ies) and accompanying regulations regarding standards of acceptable use; examples of inappropriate behavior; and compliance with applicable laws, privacy, and safety concerns.
- i) All staff and/or students authorized to publish material on the District/school/classroom Web Page(s) must acknowledge receipt of the District's Web Page Standards and agree to comply with these standards prior to posting any material on the Web.

Release of Student Education Records/Directory Information

The District will not permit students' personally identifiable information to be posted on any District Web Pages unless such action is consistent with the Family Educational Rights and Privacy Act (FERPA) and District policy.

Use of Copyrighted Materials and Fair Use Exceptions

Copyrighted Materials

All employees and students are prohibited from copying materials not specifically allowed by the copyright law, Fair Use guidelines, licenses, or contractual agreements, or the permission of the copyright proprietor. Web Page publications must include a statement of copyright when appropriate and indicate that permission has been secured when including copyrighted materials or notice that the publication is in accordance with the Fair Use provisions of the Copyright Law.

Consequences for Non-Compliance

Web Pages that do not comply with the above criteria are subject to revocation of approval and removal from the District/school/classroom websites.

Staff

Faculty or staff posting non-approved or inappropriate material on a school-affiliated website are subject to discipline, including possible suspension or revocation of access to the District's computer network, in accordance with law and applicable collective bargaining agreements. In the case that a violation may constitute a criminal offense, it will be reported to the appropriate authorities.

Students

Students posting non-approved or inappropriate material on a school-affiliated website are subject to discipline, including possible suspension or revocation of access to the District's computer network, in accordance with applicable due process procedures and the District *Code of Conduct*. In the case that a violation may constitute a criminal offense, it will be reported to the appropriate authorities.

Oversight

The Superintendent or designee will have the authority to approve or deny the posting of any proposed Web Pages on school-affiliated websites based upon compliance with the terms and conditions set forth in this policy as well as applicable District practices and procedures.

Digital Millennium Copyright Act (DMCA), 17 USC §§ 101 et seq., 512 and 1201 et seq.

Family Educational Rights and Privacy Act of 1974, 20 USC § 1232(g)

34 CFR Parts 99 and 201

NOTE: Refer also to Policies #7241 -- Student Directory Information
#7410 -- Extracurricular Activities
#8350 -- Use of Copyrighted Materials

3160-CHARTER SCHOOLS

A charter school is a public school financed through public local, state, and federal funds that is independent of local school boards. The local school district within which the charter school is located has the right to visit, examine, and inspect the charter school for compliance with all applicable laws, regulations, and charter provisions.

Charter schools may be located in part of an existing public school building, a private work site, a public building, or any other suitable location. At the request of the charter school or prospective applicant, the District will make available a list of vacant and unused school buildings and vacant and unused portions of school buildings, including private school buildings, within the District which may be suitable for the operation of a charter school.

Academic Credit

The District's high school(s) may accept academic credit from students who transfer from the charter school as authorized and/or permitted in accordance with law, Commissioner's regulations, and local District standards. Either the charter school or the local School Board may issue a high school diploma upon students' graduation from a charter school depending on the charter school's relationship with the School Board.

Educational Materials

Students attending a charter school have the same access to textbooks, software, and library materials loaned by the District as if enrolled in a nonpublic school. Within available District inventory and budgetary appropriations for purchase of these materials, the District is required to provide these materials on an equitable basis to all public school students and to all nonpublic school and charter school students who are residents of the District or who attend a nonpublic or charter school in the District. The base year enrollment of students in the charter school may be claimed by the District for the purposes of Textbook, Software, and Library Materials Aids, in the same manner as nonpublic school enrollments are claimed.

Transportation

For the purpose of transportation, charter schools are considered nonpublic schools. Students attending charter schools who reside within a 15 mile radius of the charter school (or a greater radius if the voters of the district of residence have approved nonpublic transportation for more than 15 miles) will receive transportation from their district of residence on the same basis as nonpublic school students; that is, subject to the applicable minimum mileage limits for transportation in the district of residence, and the requirement of the timely filing of the request for transportation in accordance with Education Law.

A student cannot be dually enrolled in the charter school and District schools. However, the district of residence of students attending a charter school may, but is not required to, allow those students to participate in athletic and extracurricular activities.

Special Education

Special Education programs and services will be provided to students with disabilities attending a charter school in accordance with the individualized education program recommended by the Committee or Subcommittee of Special Education of the student's district of residence. The charter school may arrange to have these services provided by the district of residence or by the charter school directly or by contract with another provider. Where the district of residence provides the special education programs or services, they will be provided in the same manner as provided to students in other public schools in the District. This includes the provision of supplementary and related services on site to the same extent the District's policy and practices provide such services on the site of other public schools.

Employees

All employees of a public school converted to a charter school are included within the negotiating unit for the local school district, but the collective bargaining agreement of that negotiating unit may be modified by a majority vote of the members who work at the charter school, with the approval of the Board of Trustees of the charter school.

Instructional employees of a charter school which has not been converted from an existing public school and which has more than 250 students during the first year of instruction will be represented in a separate negotiating unit at the charter school by the same employee organization representing similar employees in the local school district. Employees may be included in the Teachers' Retirement System and other retirement systems open to employees of the District. Financial contributions for these benefits are the responsibility of the charter school and the charter school's employees.

Leaves of Absence

Teachers employed by the District may apply for a leave of absence for purposes of teaching at a charter school. Approval for such leave of absence for a period of two years or less will not be unreasonably withheld. If this approval is granted to a teacher by the District, the teacher may return to teach in the District during the period of leave without the loss of any right of certification, retirement, seniority, salary status, or any other benefit provided by law or by collective bargaining agreement. If an appropriate position is unavailable, the teacher's name will be placed on a preferred eligible list of candidates for appointment to a vacancy that may occur after in an office or position similar to the one the teacher filled in the District immediately prior to the leave of service.

Charter School Finances

The enrollment of students attending charter schools will be included in the enrollment, attendance and, if applicable, count of students with disabilities of the school district in which the charter school student resides. The charter school will report all of this data to the districts of residence in a timely manner for reporting to the State Education Department (SED). The school district of residence will pay directly to the charter school for each student enrolled in the charter school the basic tuition as determined by the Commissioner of Education as set forth in Education Law. The district of residence must forward these payments to the charter school in six substantially equal installments each year beginning on the first business day of the months of July, September, November, January, March, and May.

Approved operating expenses include the essential operating cost of the District. Excluded are costs for transportation, debt services, construction, tuition payments to other school districts, some BOCES payments, cafeteria or school lunch expenditures, balances and transfers, rental income from leased property, and certain other limited categories unless otherwise authorized by the State Charter School Facilities Incentive Program.

Charter school financing in the first year of operation will be based on the number of students projected to be served by the charter school and the approved operating expenses of the district of residence of those students. Adjustments will be made in each subsequent year based upon the final report by the charter school of actual enrollment.

Federal and State aid attributable to students with disabilities are required to be paid to a charter school by the school district of residence for those students attending the charter school in proportion to the services the charter school provides such students directly or indirectly. Payment of federal aid attributable to a student with a disability attending a charter school must be made according to the requirements set forth in federal law and regulations. Failure by the District to make required payments will result in the State Comptroller deducting the required amounts from State funds due to the District and paying them to the charter school.

The District, the charter entity, and the State are not liable for the debts of the charter school.

Notice and Hearing Requirements

The New York State Board of Regents is required to provide the District information on the charter school process. If a charter school is proposed, the charter entity and the Board of Regents will notify the school district in which the charter school is located and public and nonpublic schools in the same geographic area as the proposed charter school at each significant stage of the chartering process.

This notification will be provided by the charter entity within 30 days of its receipt of an application for formation of a new charter school or for renewal of an existing charter school and at least 45 days prior to initial approval of the charter application by the charter entity.

Before a charter is issued, revised, or renewed, the school district in which the charter school is located will hold a public hearing to solicit comments from the community potentially impacted by the proposed charter school. When a revision involves the relocation of a charter school to a different school district, the proposed new school district will also hold a hearing. The school district will, at the time of its dissemination, provide the SED with a copy of the public hearing notice.

No later than the business day next following the hearing, the school district will provide written confirmation to both the charter entity and the SED of the date and time the hearing was held. Copies of all written records or comments generated from the hearing will be submitted to the charter entity and the SED within 15 days of the hearing.

The school district will also be given the opportunity to comment on the proposed charter to the charter entity. The charter entity will consider any comments raised and submit them to the Board of Regents with the application for issuance, revision, or renewal of a charter.

In the event the school district fails to conduct a public hearing, the Board of Regents will conduct a public hearing to solicit comments from the community in connection with the issuance, revision, or renewal of a charter.

20 USC §§ 76.785-76.799

State Charter School Facilities Incentive Program, 34 CFR Part 226

34 CFR § 300.209

Education Law Article 56 and §§ 701, 711, 751, 912, 3602(11) and 3635

8 NYCRR Parts 100 and 119

3210-VISITORS TO THE SCHOOL

In an effort to provide a safe and orderly environment for students and staff, the following procedure will be followed by all visitors to schools:

a) Visitors may be granted entrance to school buildings upon:

1. Signing in at the Welcome Center or Main Office;
2. Presenting photo identification;
3. Stating the intention of their visit; and
4. Wearing a visitor's identification tag.

b) Visitations to classrooms for any purpose require permission in advance from the building principal or designee in order to allow teachers the opportunity to arrange their schedules to accommodate the request.

- c) Board-sanctioned visits of Board members will comply with Policy #2160. When individual Board members visit the schools in any other capacity, they must abide by the regulations and procedures developed by the administration regarding school visits.

Electronic Visitor Management System

The District utilizes an electronic visitor management system (EVMS) in order to ensure the safety and welfare of its students, staff, and guests. When any visitor, including parents and volunteers, wishes to enter any school building during school hours, he or she must present a valid state or government issued photo ID, such as a valid driver's license. Prior to entry being permitted, the EVMS will check visitors against known sexual offender databases. Once the visitor's ID is scanned, the EVMS will print a visitor's badge which must be worn throughout the duration of the visit. Visitors should return this badge at the end of their visit so that they may be checked out of the building in a timely fashion. Visitors who refuse to produce IDs or fail the check of sexual offender databases, may be asked to either wait in the school building lobby or to leave school premises.

Education Law § 2801

Penal Law §§ 140.10 and 240.35

3220-USE OF SERVICE ANIMALS

The Board allows the use of service animals on school grounds by individuals with disabilities, subject to restrictions permitted by federal or state law, and procedures established by the Superintendent or his/her designee.

A service animal is defined as any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals.

The work or tasks performed by a service animal must be directly related to the individual's disability. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition. Psychiatric service animals that have been trained to take a specific action to help avoid an anxiety attack or to reduce its effects, however, may qualify as a service animal.

Where reasonable, the Board also allows the use of miniature horses on school grounds by individuals with disabilities. This use will only be permitted where a miniature horse has been individually trained to do work or perform tasks to benefit an individual with a disability. The use of miniature horses by individuals with disabilities is subject to the considerations and restrictions permitted by federal and/or state law.

The Superintendent or his/her designee may create procedures, regulations, or building-specific rules regarding the use of service animals and miniature horses on school grounds by individuals with disabilities.

28 CFR §§ 35.104, 35.136, 35.139

3271-SOLICITATION OF CHARITABLE DONATIONS

School Children

Direct solicitation of charitable donations from children in the District schools on school property during regular school hours shall not be permitted. It will be a violation of District policy to ask District school children directly to contribute money or goods for the benefit of a charity during the hours in which District students are compelled to be on school premises.

However, this policy does not prevent the following types of fund raising activities:

- a) Fund raising activities which take place off school premises, or outside of regular school hours during before-school or after-school co-curricular periods;
- b) Arms-length transactions, where the purchaser receives a consideration for his/her donation. For example, the sale of goods or tickets for concerts or social events, where the proceeds go to charity, shall not be prohibited as the purchaser will receive consideration - the concert or social event - for the funds expended;
- c) Indirect forms of charitable solicitation on school premises that do not involve coercion, such as placing a bin or collection box in a hallway or other common area for the donation of food, clothing, other goods or money. However, collection of charitable contributions of food, clothing, other goods or funds from students in the classroom or homeroom is prohibited.

The Board of Education shall ultimately decide which organizations, groups, etc. can solicit charitable donations and for what purposes, as long as the activities comply with the terms of this policy and the Rules of the Board of Regents.

School Personnel

Soliciting of funds from school personnel by persons or organizations representing public or private organizations shall be prohibited. The Superintendent of Schools shall have the authority to make exceptions to this policy in cases where such solicitation is considered to be in the District's best interest. The Board of Education shall be notified of these instances.

Distribution of information about worthwhile area charities may be made through the Office of the Superintendent of Schools as a service to School District personnel.

Policy References:

Refer also to Policy #7450 -- Fund Raising by Students

New York State Constitution Article 8, Section 1

Education Law Section 414

8 New York Code of Rules and Regulations (NYCRR) Section 19.6

3280-USE OF SCHOOL FACILITIES, MATERIALS AND EQUIPMENT

It shall be the policy of the Board to encourage the greatest possible use of school buildings for community-wide activities. This is meant to include use by recognized civic, social and fraternal and religious organizations in accordance with law. Outside groups, including leases and non-school related groups, wishing to use the school facilities must secure written permission from the Superintendent/designee and abide by the rules and regulations established for such use. The Cost Recovery Fee Schedule and a Permit Processing Fee for use of District facilities will be determined by the Superintendent/designee and recommended to the Board of Education annually for approval. All community groups must submit the Permit Processing Fee to the District when submitting a permit or they will not be granted use of facilities. School and school related groups as defined below are exempt from the Cost Recovery Fee Schedule for use of District facilities. Groups designated as Non-Profit 501(c)(3) status) must submit documentation as a non-profit to be exempt from the Cost Recovery Fee Schedule. "School groups" and "School related groups" as designated below, will also be exempt from the Permit Processing Fee.

Note: A school employee must be on duty during usage by outside groups. Additional fees will apply for any group (including school groups, school related groups and those groups designated as non-profit) whose use of facilities outside of regular building/school hours or if additional help by custodian/cleaner or other school personnel is needed.

Materials and Equipment

Except when used in connection with, or rented under provisions of Education Law Section 414, school-owned materials or equipment may be used for school related purposes only. Private or personal use of school-owned materials and equipment is strictly prohibited. The loan of equipment and materials for public purposes that serve the welfare of the community is allowed, as long as the equipment is not needed at that time for school purposes and that the proposed use will not disrupt normal school operations.

The Board will permit school materials and equipment to be loaned to staff members when such use is directly or peripherally related to their employment, and to students when the material and equipment is to be used in connection with their studies or extracurricular activities. Community members will be allowed to use school-owned materials and equipment only for educational purposes that relate to school operations. The Board will also allow the loan of equipment to local governments and other entities that benefit the welfare of the surrounding community. The Board supports this inter-municipal cooperation as it saves taxpayer monies and is a more efficient use of scarce or costly equipment and resources.

Supervision of School Buildings and Grounds When in Use by Community Organizations

All persons assigned as supervisors by community organizations must be approved by the Director of Buildings and Grounds. Such supervisors shall assume full responsibility for activities under their supervision.

Priority Use of Facilities

In the event that more than one request is received for the use of a particular District facility (building, field, equipment, and/or parking area) at the same time, the evaluation of such requests will be prioritized as follows, depending upon the nature of the District's relationship with the group making the request or the provisions of any lease agreement involved in the request.

"School groups," which include but are not limited to, interscholastic athletic teams, yearbook staff, student government, and other similar groups will have first priority.

"School related groups," which include, but are not limited to, Parent-Teacher Organization, Music Boosters, Quaker Athletics, Community Education and other similar groups will have second priority.

Leases approved by the Board of Education will have third priority.

Requests from non-school related groups will be considered thereafter based on availability of the facility requested.

In the event of a conflict between two or more organizations within one of the above categories, the Superintendent and/or other appropriate District officials will review the requests to seek a resolution. All scheduling decisions pertaining to facilities will be at the sole discretion of the Superintendent.

20 USC § 7905

36 USC Subtitle II

34 CFR Parts 75, 76, and 108

Education Law § 414

3281-USE OF FACILITIES BY THE BOY SCOUTS OF AMERICAN AND PATRIOTIC YOUTH GROUPS

To the extent the District receives funds made available through the United States Department of Education and maintains a "designated open forum" or a "limited public forum," as those terms are defined in federal regulation, it will not deny any group officially affiliated with the Boy Scouts of America or any other patriotic youth group listed in Title 36 of the United States Code equal access or a fair opportunity to meet. Likewise, the District will not discriminate against any group that requests to conduct a meeting within the District's designated open forum or limited public forum, including denying access or opportunity or discriminating for reasons based on the group's membership or leadership criteria or oath of allegiance to God and country.

The District will provide groups officially affiliated with the Boy Scouts of America or other Title 36 patriotic youth group access to facilities and the ability to communicate using school-related means of communication on terms that are no less favorable than the most favorable terms provided to other outside youth or community groups.

The District is not required to sponsor any group officially affiliated with Boy Scouts or any other Title 36 patriotic youth group.

20 USC § 7905

36 USC Subtitle II

34 CFR Parts 75, 76 and 108

NOTE: Refer also to Policy #3280 -- Community Use of School Facilities

3310-PUBLIC ACCESS TO RECORDS

Access to records of the District shall be consistent with the rules and regulations established by the State Committee on Open Government and shall comply with all the requirements of the New York State Public Officers Law Sections 87 and 89.

A Records Access Officer shall be designated by the Superintendent, subject to the approval of the Board of Education, who shall have the duty of coordinating the School District's response to public request for access to records.

The District shall provide copies of records in the format and on the medium requested by the person filing the Freedom of Information Law (FOIL) request if the District can reasonably do so regardless of burden, volume or cost of the request.

Requests for Records via Email

If the District has the capability to retrieve electronic records, it must provide such records electronically upon request. The District shall accept requests for records submitted in the form of electronic mail and respond to such requests by electronic mail using the forms supplied by the District. This information shall be posted on the District Web site, clearly designating the email address for purposes of receiving requests for records via this format.

When the District maintains requested records electronically, the response shall inform the requester that the records are accessible via the internet and in printed form either on paper or other information storage medium.

Education Law § 2116

Public Officers Law §§ 87 and 89

21 NYCRR Parts 1401 and 9760

NOTE: Refer also to Policy #1510 -- Regular Board Meetings and Rules (Quorum and Parliamentary Procedure)

3320-CONFIDENTIALITY OF COMPUTERIZED INFORMATION

The safeguarding of confidential data from inappropriate use is essential to the success of the District's operation. Access to confidential computerized data will be limited only to authorized personnel of the District.

It is a violation of the District's policy to release confidential computerized data to any unauthorized person or agency. Any employee who releases or otherwise makes improper use of computerized data is subject to disciplinary action.

However, if the computerized information sought is available under the Freedom of Information Law and can be retrieved by means of existing computer programs, the District is required to disclose this information.

Family Educational Rights and Privacy Act of 1974, 20 USC § 1232(g)

34 CFR Part 99

Public Officers Law § 84 et seq.

3410-CODE OF CONDUCT ON SCHOOL PROPERTY

The District has developed and will amend, as appropriate, a written *Code of Conduct* for the Maintenance of Order on School Property, including school functions, which will govern the conduct of students, teachers, and other school personnel, as well as visitors and/or vendors. The Board will further provide for the enforcement of this *Code of Conduct*.

For purposes of this policy, and the *Code of Conduct*, school property means in or within any building, structure, athletic playing field, playground, parking lot, or land contained within the real property boundary line of the District's elementary or secondary schools, or in or on a school bus; and a school function means a school sponsored extracurricular event or activity regardless of where the event or activity takes place.

The District *Code of Conduct* has been developed in collaboration with student, teacher, administrator, and parent organizations, school safety personnel, and other school personnel.

The District *Code of Conduct* will be adopted by the Board only after at least one public hearing that provided for the participation of school personnel, parents or persons in parental relation, students, and any other interested parties.

The District *Code of Conduct* will be reviewed on an annual basis, and updated as necessary in accordance with law. The District may establish a committee to facilitate review of its *Code of Conduct* and the District's response to violations. The Board will reapprove any updated *Code of Conduct* or adopt revisions only after at least one public hearing that provides for the participation of school personnel, parents or persons in parental relation, students, and any other interested parties. The District will file a copy of its *Code of Conduct* and any amendments with the Commissioner, in a manner prescribed by the commissioner, no later than 30 days after their respective adoptions.

The Board will ensure community awareness of its *Code of Conduct* by:

- a) Posting the complete *Code of Conduct* on the Internet website, if any, including any annual updates and other amendments to the Code;
- b) Providing copies of a summary of the *Code of Conduct* to all students in an age-appropriate version, written in plain language, at a school assembly to be held at the beginning of each school year;
- c) Providing a plain language summary of the *Code of Conduct* to all parents or persons in parental relation to students before the beginning of each school year and making the summary available thereafter upon request;
- d) Providing each existing teacher with a copy of the complete *Code of Conduct* and a copy of any amendments as soon as practicable following initial adoption or amendment. New teachers will be provided a complete copy of the current *Code of Conduct* upon their employment; and

e) Making complete copies available for review by students, parents or persons in parental relation to students, other school staff, and other community members.

Privacy Rights

As part of any investigation, the District has the right to search all school property and equipment, including District computers; users do not have exclusive use of these locations or equipment and should not expect that materials stored in them are private.

Education Law Article 2, §§ 801-a, 2801 and 3214. Family Court Act Articles 3 and 7. Vehicle and Traffic Law § 142. 8 NYCRR § 100.2. NOTE: Refer also to District *Code of Conduct*

3412-THREATS OF VIOLENCE IN SCHOOL

The District is committed to the prevention of violence against any individual or property in the schools, on school property or at school activities whether such acts and/or threats of violence are made by students, staff, or others. Threats of violence against students, school personnel and/or school property will not be tolerated whether or not such threats occur on school grounds or during the school day.

Any person who commits an act or threatens an act of violence, including bomb threats, whether made orally, in writing, or by email, will be subject to appropriate discipline in accordance with applicable law, District policies and regulations, as well as the *Code of Conduct* and collective bargaining agreements.

The District does not condone acts and/or threats of violence which threaten the safety and well-being of staff, students, visitors and/or the school environment. Employees, students, agents and invitees will refrain from engaging in threats or physical actions which create a safety hazard for others.

All staff who are made aware of physical acts and/or threats of violence directed to students or staff are to report these incidents to the building principal/designee, who shall report these occurrences to the Superintendent. Additionally, the building principal/designee will also report occurrences of violence, whether involving an actual confrontation or threat of potential violence, to pupil personnel staff and/or Director of Special Education if applicable. Local law enforcement agencies may be called as necessary upon the determination of the Superintendent/designee.

Students should report all acts and/or threats of violence, including threats of suicide, of which they are aware to the school office, a faculty member, or the building principal.

The District reserves the right to seek restitution, in accordance with law, from the parent/guardian and/or student for any costs or damages which had been incurred by the District as a result of the threats or acts of violence in the schools.

This policy will be disseminated, as appropriate, to students, staff, and parents and will be available to the general public upon request.

Appropriate consequences for students will be addressed in the *Code of Conduct*.

3420-NON-DISCRIMINATION & ANTI-HARASSMENT IN THE SCHOOL DISTRICT

The Board is committed to providing an environment free from discrimination and harassment. Accordingly, the Board prohibits discrimination and harassment on the basis of race, color, religion, national origin, sex, sexual orientation, age, disability, or other legally protected category. These actions and occurrences are prohibited regardless of whether they take place on District premises or at school sponsored events, programs, or activities held at other locations.

Prohibited Conduct

Determinations as to whether conduct or occurrences constitute discrimination or harassment for the purposes of this policy and its implementing administrative regulations or procedures will be made consistent with applicable law.

These determinations may depend upon a number of factors, including but not limited to: the particular conduct or occurrence at issue, the ages of the parties involved, the context in which the conduct or occurrence takes place, the relationship of the parties to one another, the category or characteristic that is alleged to have been the basis for the action or occurrence, and other considerations as are necessary and consistent with law. The characterizations and examples below are intended to serve as a general guide for individuals in determining whether to file a complaint of discrimination or harassment, and should not be construed to add or limit the rights individuals and entities possess as a matter of law.

Discrimination is, generally, the practice of conferring or denying privileges on the basis of membership in a legally protected class. Discriminatory actions may include, but are not limited to: refusing to promote or hire an individual on the basis of his or her membership in a protected class, denying an individual access to facilities or educational benefits on the basis of his or her membership in a protected class, or impermissibly instituting policies or practices that disproportionately and adversely impact members of a protected class.

Harassment generally consists of subjecting an individual, on the basis of his or her membership in a protected class, to conduct and/or communications that are sufficiently severe, pervasive, or persistent as to have the purpose or effect of: creating an intimidating, hostile, or offensive environment; substantially or unreasonably interfering with an individual's work or a student's educational performance, opportunities, benefits, or well-being; or otherwise adversely affecting an individual's employment or educational opportunities.

Harassment includes unwelcome verbal, written, or physical conduct which offends, denigrates, or belittles an individual because of his or her membership in a protected class. This conduct includes, but is not limited to: derogatory remarks, jokes, demeaning comments or behavior, slurs, mimicking, name calling, graffiti, innuendo, gestures, physical contact, stalking, threatening, bullying, extorting, or the display or circulation of written materials or pictures.

Complaints and Grievances by Employees

In accordance with the provisions of General Municipal Law and the collective bargaining agreements, all District personnel will have the opportunity to present their complaints or grievances free from interference, coercion, restraint, discrimination, or reprisal.

Complaints or grievances not covered under employee contracts will be handled and resolved, whenever possible, as close to their origin as possible. The Superintendent is responsible for implementing regulations for the redress of complaints or grievances through proper administrative channels.

Complaints and Grievances by Students

While students have the responsibility to abide by the policies and regulations of the District, they will also be afforded the opportunity to present complaints and grievances free from interference, coercion, restraint, discrimination, or reprisal.

The administration is responsible for establishing rules and regulations for the redress of complaints or grievances through proper administration channels. In addition, the administration will be responsible for developing an appeals process, ensuring that students have full understanding and access to these regulations and procedure, and providing prompt, thorough, and equitable consideration and determination of student complaints and grievances.

Investigation of Complaints and Grievances

The District will act to promptly, thoroughly, and equitably investigate all complaints, whether verbal or written, of discrimination and/or harassment based on any of the characteristics described above, and will promptly take appropriate action to protect individuals from further discrimination or harassment. In the event an anonymous complaint is filed, the District will respond to the extent possible.

It is essential that any individual who is aware of a possible occurrence of discrimination or harassment immediately report the occurrence. All reports will be directed or forwarded to the District's designated CRCO(s). These complaints are recommended to be in writing, although verbal complaints of discrimination or harassment will also be promptly investigated in accordance with applicable law and District policy and procedure. In the event the CRCO is the alleged offender, the report will be directed to another CRCO, if the District has designated another individual to serve in that capacity, or to the Superintendent.

To the extent possible, all complaints will be treated as confidential. Disclosure may, however, be necessary to complete a thorough investigation of the charges and/or notify law enforcement officials.

If an investigation reveals that discrimination or harassment has occurred, the District will take immediate corrective action as warranted. This action will be taken in accordance with applicable laws and regulations, as well as any and all relevant codes of conduct, District policies and administrative regulations, collective bargaining agreements, and/or third-party contracts.

Prohibition of Retaliatory Behavior (Whistle-Blower Protection)

The Board prohibits any retaliatory behavior directed against complainants, victims, witnesses, and/or any other individuals who participated in the investigation of a complaint of discrimination and/or harassment. Complaints of retaliation may be directed to the CRCO. In the event the CRCO is the alleged offender, the report will be directed to another CRCO, if the District has designated another individual to serve in that capacity, or to the Superintendent.

Where appropriate, follow-up inquiries will be made to ensure that discrimination and/or harassment has not resumed and that those involved in the investigation have not suffered retaliation.

Finding That Discrimination or Harassment Did Not Occur

At any level/stage of investigation of alleged harassment, if a determination is made that discrimination or harassment did not occur, the Civil Rights Compliance Officer will notify the complainant, the alleged offender, and the Superintendent. Such a finding does not preclude the complainant from filing an appeal in accordance with District policy or regulation, or pursuing other legal avenues of recourse.

Even if a determination is made that discrimination or harassment did not occur, the Superintendent/designee reserves the right to initiate staff awareness and training, as applicable, to help ensure that the school community is not conducive to fostering discrimination or harassment.

In all cases, the Superintendent will inform the Board of the results of each investigation involving a finding that discrimination or harassment did not occur.

Knowingly Makes False Accusations

Any employee or student who knowingly makes false accusations against another individual as to allegations of discrimination or harassment may also face appropriate disciplinary action.

**Civil Rights Compliance Officer (Title IX/Section 504/ADA Compliance Officer)
(CRCO)**

The CRCO is the Assistant Superintendent for Human Resources/Executive Director for Personnel and Pupil Services. The CRCO will be appointed by the Board and will be responsible for providing information, including complaint procedures, and for handling complaints relative to civil rights (e.g., Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990) for any student, parent, employee, or employment applicant.

Prior to the beginning of each school year, the District will issue an appropriate public announcement or publication that advises students, parents/guardians, employees, and other relevant individuals of the District's established grievance procedures for resolving complaints of discrimination or harassment. Included in this announcement or publication will be the name, address, telephone number, and email address of the CRCO.

Development and Dissemination of Administrative Regulations

Procedures or regulations will be developed for reporting, investigating, and remedying allegations of discrimination or harassment. An appeal procedure will also be provided to address any unresolved complaints.

The Superintendent/designee(s) will affirmatively discuss the topics of discrimination and harassment with all employees and students, express the District's condemnation of this conduct, and explain the sanctions. Appropriate training or awareness programs will be established for staff and students to help ensure knowledge of and familiarity with the issues pertaining to discrimination and harassment in the schools, and to disseminate preventative measures to help reduce incidents of prohibited conduct. Furthermore, special training will be provided for designated supervisors and managerial employees, as may be necessary, for the investigation of discrimination or harassment complaints.

A copy of this policy and its accompanying procedures or regulations will be available upon request and may be posted or published in appropriate locations and in publications.

This policy does not abrogate other District policies, procedures, or regulations or the District *Code of Conduct* prohibiting other forms of unlawful discrimination, harassment, inappropriate behavior, or hate crimes within this District. It is the intent of the District that all of these policies, procedures, and regulations be read consistently to provide the highest level of protection from unlawful discrimination and harassment. Different treatment of any individual which has a legitimate, legal, and nondiscriminatory reason is not a violation of District policy.

Age Discrimination in Employment Act, 29 USC § 621

Americans with Disabilities Act, 42 USC § 12101 et seq. Prohibits discrimination on the basis of disability. Section 504 of the Rehabilitation Act of 1973, 29 USC § 794 et seq. Prohibits discrimination on the basis of disability. Title VI of the Civil Rights Act of 1964, 42 USC § 2000d et seq. Prohibits discrimination on the basis of race, color or national origin. Title VII of the Civil Rights Act of 1964, 42 USC § 2000e et seq. Prohibits discrimination on the basis of race, color, religion, sex or national origin. Title IX of the Education Amendments of 1972, 20 USC § 1681 et seq. Prohibits discrimination on the basis of sex. Civil Rights Law § 40-c. Prohibits discrimination on the basis of race, creed, color, national origin, sex, sexual orientation, marital status or disability.

Civil Service Law § 75-B. Education Law § 2801(1). Executive Law § 290 et seq. Prohibits discrimination on the basis of age, race, creed, color, national origin, sex, sexual orientation, disability, military status, marital status, use of a recognized guide dog, hearing dog or service dog, or domestic violence victim status. Military Law §§ 242 and 243 NOTE: Refer also to Policy #3230 -- Public Complaints

**DELETION
OF POLICES**

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

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby deletes the following 2000 & 3000 series polices from the policy audit, as listed.

- 2100-Board of Education Operating Procedure Manual: 2120-Board Member Training on Financial Oversight, Accountability and Fiduciary Responsibilities; 2310- Membership in Associations; 3240- Student Participation; 3250-Parent-Teacher Organization; and 3430-Violent and Disruptive Incident Reporting (VADIR)

**RE-ADOPTION
OF
2017-18
CALENDAR**

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

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby readopts the 2017-18 School Calendar making Wednesday, September 6, 2017 the first day of student attendance and Tuesday, September 5, 2017 Superintendents Conference Day.

**EXECUTIVE
SESSION**

Executive Session

Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) to enter Executive Session at 7:35 p.m. to discuss the annual evaluation of the Superintendent of Schools.

Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) to adjourn Executive Session at 9:47 p.m.

Mr. Nielsen called the meeting back to order 9:47 p.m.

ADJOURNMENT

Adjournment

Motion by Dr. Tinnesz, seconded by Mrs. Quinlan, and unanimously carried (7-0) to adjourn at 9:47 p.m.

Respectfully submitted,

Cheryl A. Connors
District Clerk

Official Meeting Attachments

1. Financials
2. MOA – Summer Work Week
3. Contract – Public Relations
4. Special Education
5. Textbook
6. Vote Results

Other Meeting Attachments

1. Official Meeting Announcement
2. Meeting Agenda