

**SMITHTOWN CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING**

December 8, 2015

Held in Joseph M. Barton Bldg.

Meeting called to order at 7:00p.m. by Christopher Alcure president. On motion by Mrs. Waldron, seconded by Ms. Plourde, the Board voted unanimously to convene in Executive Session to discuss pending litigation in the matter of the Improper Practice charge filed by the Smithtown Schools Administrator's Association and to seek legal advice from the Board's Attorney.

At 7:55p.m. Mr. Liguori motioned, Mr. Thode seconded, and the Board voted unanimously to exit Executive Session and return to the public meeting.

Members present:

Christopher Alcure
Joanne McEnroy
Theresa Knox
Gladys Waldron
Louis Liguori
Grace Plourde
Jeremy Thode

Also present:

James J. Grossane, Superintendent
Karen Ricigliano, Asst. Supt.
Andrew Tobin, Asst. Supt.
Allyn Leeds, Ed.D. Acting Asst. Supt.
Eugene R. Barnosky Esq., Board Counsel
Visitors
Maureen O'Connor, District Clerk

I. OPENING CEREMONY - conducted by Mr. Alcure.

II. MINUTES - of the Regular Meeting held November 10, 2015 and November 24, 2015.

MOTION by Mrs. Waldron, seconded by Mr. Thode that the above minutes be approved as presented.

All aye. Motion carried (7-0).

III. RECEIPT OF CLAIMS AUDITOR'S REPORT – “Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the Claims Auditor's Report ending RESOLVED, that the Claims Auditor's Reports ending October 31, 2015, in the amount of \$13,644,614.59, be accepted.”

MOTION by Mr. Thode, seconded by Mrs. Waldron that the Claims Auditor's Report be accepted.

All aye. Motion carried (7-0).

II. COMMUNICATIONS

A. Correspondence – The following correspondence was presented for the Board's review.

1. Letter To: Member of the Board of Education
From: Ms. Amy Hirsch
Re: Housing Concerns (10 Similar letters attached)
2. Letter To: Board of Education
From: Ms. Angela Furci-Campagna
Re: Minutes of the November 24, 2015 Board Meeting

MOTION by Mrs. Waldron seconded by Mrs. Knox that the correspondence in Section A, as listed above, be received and that the recommendations of the administration (where indicated) be accepted.

Vote on Motion- All aye. Motion carried (7-0).

B. General Communications – There were no general communications presented for the Board's review.

III. UNFINISHED BUSINESS -

Dr. Grossane reviewed the second installment of Frequently Asked Questions related to Housing which were developed from letters, emails, and audience participation from the last Board meeting . In addition Dr. Grossane reviewed enrollment numbers per section, per grade , as of today, for all eight elementary schools.

IV. COMMITTEE REPORTS -

Policy- Mrs. Knox reported that a Policy committee meeting was held on November 30. There are several policies on tonight's agenda for first or second reading . At this point the committee is up to date in reviewing any NYSSBA recommended policies.

V. SUPERINTENDENT'S REPORT-

A. Updates- Dr. Grossane thanked Ms. Bradshaw and the PTA for the Parent University which was held December 1st. The program "The Ugly Truth" was presented and provided the participants with information and education on the heroine epidemic as well as providing NARCON training for approximately 150 participants.

B. Litigation (Executive Session)

C. Tentative Calendar for January 2015- The calendars were reviewed by the Board. No additional meetings were scheduled.

D. Revised Policy 0100 – Equal Opportunity , Non Discrimination and Anti-Harassment Board of Education Policies - Second Reading

The revised Policy 0100 –Equal Opportunity, Non-Discrimination and Anti-Harassment - Board of Education Policies is presented for your information and discussion at the December 8, 2015 Regular Meeting of the Board of Education.

The Superintendent of Schools will subsequently present the final copy to the Board of Education for its action at the next Regular Meeting of the Board of Education on January 12, 2016.

EQUAL OPPORTUNITY, NONDISCRIMINATION AND ANTI-HARASSMENT

The Board of Education, its officers and employees, will not unlawfully discriminate in the District's programs or activities or permit unlawful harassment or discrimination to occur on the basis of race, color, national origin, creed, religion, marital status, sex, age, sexual orientation, gender (including gender identity and expression), pregnancy, disability, military status, veteran status, predisposing genetic characteristic or carrier status, or any other status protected by applicable law. Since sexual violence is a form of sexual harassment, the term sexual harassment when used in District policy includes sexual violence even if the term sexual violence is not explicitly stated.

The Board affirms the right of all students, staff and applicants to be treated with respect and to be protected from unlawful discrimination or harassment, without regard to the student or staff member's race, color, national origin, creed, religion, marital status, sex, age, sexual orientation, gender (including gender identity and expression), pregnancy, disability, military status, veteran status, predisposing genetic characteristic or carrier status, or any other status protected by applicable law. The District will provide notice of this policy in accordance with federal and state law and regulation.

The District will provide equal opportunities for access by students to educational programs, counseling services, course offerings and student activities. The District will provide equal opportunities to all individuals in the recruitment and appointment of employees, employment, training, pay, benefits and terms of employment, advancement and/or terminations.

The District will maintain a working and learning environment free from unlawful discrimination and intimidation. Nothing in this policy will be construed to prohibit a denial of admission into, or exclusion from, a course of instruction or activity based on a person's gender that would be permissible under the law, or to prohibit, as discrimination based on disability, actions that would be permissible under the law.

Unlawful harassment or discriminatory behavior that denies civil rights or access to equal educational opportunities includes but is not limited to comments, name-calling, physical conduct or other expressive behavior directed at an individual or group that intentionally demeans the race, color, national origin, creed, religion, marital status, sex, age, sexual orientation or disability of the individual or individuals or creates an intimidating, hostile or demeaning environment for education.

A finding that an individual has engaged in conduct in violation of this policy may result in disciplinary action and/or filing of a report with third parties in the manner prescribed by the District code of conduct, the law or applicable contract.

Annual Notification

At the beginning of each school year, the District will publish a notice of the established grievance procedures for resolving complaints of unlawful discrimination and harassment to parents/guardians, employees, students and the community. The public notice will:

1. inform parents, employees, students and the community that education programs, including but not limited to vocational programs, are offered without regard to actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sex, sexual orientation, or gender (including gender identity and expression) and that the District provides equal access to the Boy Scouts and other designated youth groups;
2. provide the name, address and telephone number of the person designated to coordinate activities and inquiries concerning discrimination and harassment and provide that inquires may also be referred to the U.S. Department of Education's Office for Civil Rights ("OCR"); and
3. be included in appropriate announcements, bulletins, catalogues, and applications made available by the District.

In order to ensure compliance with Title IX of the Educational Amendments of 1972 ("Title IX"), Section 504 of the Rehabilitation Act of 1973 ("Section 504") and the Americans with Disabilities Act ("ADA"), the Superintendent will annually designate a Compliance Officer. The Assistant Superintendent for Pupil Personnel Services has been designated as the District's Compliance Officer for purposes of Title IX. The Administrator for Guidance and Related Student Services has been designated as the District Coordinator for Section 504/ADA. . The Title IX Compliance Officer has also been designated to handle inquiries regarding the District's equal opportunity, non-discrimination and anti-harassment policies. Contact information for the Compliance Officer is available on the District's website and will be published in the District's Annual Notification as the person designated to coordinate activities and inquiries concerning discrimination and harassment.

Student complaints of discrimination, harassment or bullying may be made pursuant to policy 0115 "Student Harassment and Bullying Prevention and Intervention." Student, staff and applicant complaints

of illegal harassment or discrimination may be made pursuant to policy 0110 "Policy Against Discrimination and Harassment of Students and Staff" and any accompanying regulation(s).

All complainants and those who participate in the investigation of a complaint in conformity with state law and District policies, who have acted reasonably and in good faith, have the right to be free from retaliation of any kind.

The Board authorizes the Superintendent of Schools to establish rules, regulations and procedures necessary to implement and maintain this policy.

Cross-ref: 0110, Policy Against Discrimination and Harassment of Students and Staff
 0110-R, Complaints of Harassment or Discrimination by Students or Staff
 0115, Student Harassment and Bullying Prevention and Intervention
 0115-R, Student Harassment and Bullying Prevention and Intervention
 5300, Code of Conduct
 9140.1, Staff Complaints and Grievances
 9140.1-R, Staff Complaints and Grievances

Ref: Age Discrimination in Employment Act of 1967 29 U.S.C. §621 *et seq.*
 Americans with Disabilities Act, 42 U.S.C. §12101 *et seq.*
 Title VI, Civil Rights Act of 1964, 42 U.S.C. §2000d *et seq.*
 (nondiscrimination based on race, color, and national origin in federally assisted programs)
 Title VII, Civil Rights Act of 1964, 42 U.S.C. §2000e *et seq.*
 (nondiscrimination based on race, color, and national origin in employment)
 Title IX, Education Amendments of 1972, 20 U.S.C. §1681 *et seq.*
 (nondiscrimination based on sex)
 Boy Scouts of America Equal Access Act 20 U.S.C. § 7905 *et seq.*
 §504, Rehabilitation Act of 1973, 29 U.S.C. §794
 Individual with Disabilities Education Law, 20 U.S.C §§ 1400 *et seq.*
 Genetic Information Nondiscrimination Act of 2008 P.L. 110-233
 34 C.F.R. §§ 100.6, 104.8, 106.9, 110.25
 Executive Law §290 *et seq.* (New York State Human Rights Law)
 Education Law §§10-18 (The Dignity for All Students Act)
 Education Law §§313(3), 3201, 3201-a

Adoption date: September 24, 2015

Revised date: _____

E. Revised Policy 0110 – Policy Against Discrimination and Harassment of Students and Staff - Board of Education Policies - Second Reading

The revised Policy 0110 –Policy Against Discrimination and Harassment of Students and Staff- Board of Education Policies is presented for your information and discussion at the December 8, 2015 Regular Meeting of the Board of Education.

The Superintendent of Schools will subsequently present the final copy to the Board of Education for its action at the next Regular Meeting of the Board of Education on January 12, 2016.

0110

POLICY AGAINST DISCRIMINATION AND HARASSMENT OF STUDENTS AND STAFF

All District employees and students have the right to work and go to school in an environment free from all forms of illegal discrimination and conduct which can be considered illegally harassing, coercive, or disruptive. Consistent with the District's respect for the rights and dignity of each employee and student, harassment based on race, color, religion, creed, national origin, political affiliation, sex, age,

marital status, sexual orientation, pregnancy, military status, veteran status, genetic predisposition or carrier status, ancestry, disability or any other legally protected status will not be sanctioned or tolerated. Illegal behavior that harms, targets or negatively impacts the school or work culture will not be tolerated. The Board further recognizes that preventing and remedying illegal harassment is essential to ensure a healthy, nondiscriminatory environment in which students can learn and employees can work productively.

Prohibited Conduct

Harassment is considered verbal or physical conduct that denigrates or shows hostility or aversion toward an individual because of age, color, religion, creed, national origin, political affiliation, sex, age, marital status, sexual orientation, pregnancy, military status, veteran status, genetic predisposition or carrier status, ancestry, disability or any other legally protected status. This includes, but is not limited to: any conduct that has the purpose or effect of creating an intimidating, hostile, or offensive work environment; has the purpose or effect of unreasonably interfering with an individual's work performance; otherwise adversely affects an individual's employment; or unreasonably interferes with a student's academic performance or participation in educational or extracurricular activity. This prohibition extends to conduct by school employees, officers, board members, volunteers, students and non-employees such as agents, contractors and vendors, which occurs on school grounds or at school-sponsored events, programs or activities, including those that take place at locations off school premises or in another state.

Harassing conduct includes, but is not limited to: epithets, slurs, or negative stereotyping; threatening, intimidating or hostile acts; and written or graphic material that denigrates or shows hostility or aversion toward an individual or group and that is placed on walls or elsewhere on the District's premises or circulated in the workplace.

Sexual harassment and harassment on the basis of any other protected status is strictly prohibited. Sex-based harassment can be comprised of two types of behavior: sexual harassment and/or gender-based harassment. Sexual harassment is unwelcome conduct of a sexual nature, which can include unwelcome sexual advances, request for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature (see regulation 0110-R for examples). Sexual harassment includes but is not limited to unwelcome sexual advances, request for sexual favors, deliberate or repeated unsolicited verbal comments, gestures or physical conduct of a sexual nature. Depending on the circumstances, sexual harassment can also include unwelcome joking, teasing, or other conduct directed toward a person because of his or her gender.

Sexual violence is a form of sexual harassment, the term sexual harassment when used in this regulation includes sexual violence even if the term is not explicitly stated. Gender-based harassment includes verbal, nonverbal or physical aggression, intimidation or hostility that is based on actual or perceived gender and sexual stereotypes (see regulation 0110-R for examples). Sexual harassment is strictly prohibited.

Sexual harassment constitutes unlawful behavior when:

- Submission to that communication or conduct is either an explicit or implicit term or condition of employment or a student's education (including any aspect of the student's participation in school-sponsored activities, or any other aspect of the student's education);
- Submission to or rejection of the communication or conduct is used as the basis of or a factor in an employment decision, such as promotion or work assignments, or affects decisions regarding any aspect of the student's education or school sponsored activities; or
- The conduct or communication has the purpose or effect of substantially interfering with an individual's work performance, unreasonably interfering with a student's academic performance or participation in school-sponsored activities, or creates an intimidating, hostile, or offensive work or educational environment.

The Board is committed to providing an educational and working environment that promotes respect, dignity and equality and that is free from all forms of illegal harassment. To this end, the Board condemns and strictly prohibits all forms of illegal harassment on school grounds, school buses and at all school-sponsored or employment-related activities, programs and events including those that take place at locations off school premises or in another state.

Because harassment can occur staff to student, staff to staff, student to student, student to staff, male to female, female to male, male to male or female to female, it will be a violation of this policy for any student, employee or third party (school visitor, vendor, etc.) to illegally harass any student or employee.

Complaint Procedure

Any employee, student or applicant who believes he or she has been subjected to prohibited harassment or intimidation or who has witnessed anyone engaging in prohibited activity should immediately file a complaint in accordance with the procedures set forth in the accompanying Regulation

0110-R “Complaints of Harassment or Discrimination by Students or Staff.” The District will promptly investigate all complaints of harassment or discrimination, formal and informal, verbal or written.

Confidentiality

The confidentiality and privacy of all parties will be respected to the extent possible while still conducting a throughout investigation of the complaint and taking appropriate corrective action as necessary. To the extent possible, complaints will be treated in a confidential manner but limited disclosure may be necessary.

Corrective Action

If the complainant reports that (s)he feels unsafe at school or work due to the nature of the complaint, the District will determine if accommodations need to be made until the issue is resolved.

If, after appropriate investigation, the District finds that a student, an employee or a third party has violated this policy, prompt corrective action will be taken in accordance with the applicable collective bargaining agreement, District policy, the Code of Conduct and applicable laws and regulations, which may include but is not limited to suspension, expulsion or discharge from employment.

Retaliation

The District will not tolerate coercion, intimidation, interference, retaliation or discrimination against an employee or student for filing a complaint or participating in an investigation of a complaint as a witness or otherwise. Any employee or student who believes that he or she has been subjected to any acts of retaliation should immediately report that conduct to the Building Principal, the Assistant Superintendent for Pupil Personnel . If an employee or student is hesitant to bring the matter to the attention of any of these individuals then a report can be made to the Superintendent of Schools. If the complaint is about the Superintendent of Schools or a member of the Board of Education, the complaint may be made directly to the President of the Board of Education, or if the complaint is about the Board President then it may be made to the School Attorney. Any employee or student who retaliates against another employee for reporting any perceived acts of unlawful harassment will be subject to disciplinary action up to, and including, discharge or suspension.

Bad Faith Claims

If, after investigating a complaint of harassment, it is determined that an individual has intentionally made a claim of harassment in bad faith, or intentionally provided false information regarding a harassment complaint, disciplinary suspension or legal action may be taken against that individual.

Regulations

The Superintendent of Schools is directed to develop and implement regulations for reporting, investigating and remedying allegations of harassment or discrimination.

Training

The Superintendent of Schools is directed to develop and implement training programs for students and employees to raise awareness of the issues surrounding harassment and discrimination and to implement preventative measures to help reduce incidents of harassment and discrimination. District employees and students will be periodically trained with regard to their rights and obligations pursuant to this policy. Age-appropriate instructional materials will be incorporated into the curriculum to educate students so that they can recognize and reduce the incidence of harassment.

Dissemination

This policy and the accompanying regulation will be available in each District facility, on the District’s website, and will also be published annually in appropriate school publications. Staff will be required to annually acknowledge receipt of the policy and regulation.

Review and Revision of Policy

A review of this policy will be conducted periodically to consider its effectiveness and compliance with applicable state and federal law. Revisions will be recommended to the Board when appropriate.

Ref: Education Amendments of 1972, Title IX, 20 U.S.C.§1681 *et seq.*

Title VII of Civil Rights Act (1964), 42 U.S.C. §2000-e; 34 CFR §100 *et seq.*
 Americans with Disabilities Act
 Section 504 of the Rehabilitation Act of 1973
 Age Discrimination in Employment Act
 New York State Human Rights Law
Davis v. Monroe County Board of Education, 526 U.S. 629, 652 (1999)
Gebser v. Lago Vista Independent School District, 524 U.S. 274 (1998)
Faragher v. City of Boca Raton, 524 U.S. 775 (1998)
Burlington Industries v. Ellerth, 524 U.S. 742 (1998)
Oncale v. Sundowner Offshore Services, Inc., 523 U.S. 75 (1998)
Franklin v. Gwinnett County Public Schools, 503 U.S. 60 (1992)
Meritor Savings Bank, FSB v. Vinson, 477 U.S. 57 (1986)
 Office for Civil Rights *Revised Sexual Harassment Guidance (January 19, 2001)*
 Office for Civil Rights, *Dear Colleague Letter: Sexual Harassment Issues (2006)*
 Office for Civil Rights, *Dear Colleague Letter: Bullying (October 26, 2010)*

Adoption date: September 24, 2012 (formally Sexual Harassment)

Revised date: _____

F. Revised Policy 0115 – Student Harassment and Bullying Prevention and Intervention - Board of Education Policies - Second Reading

The revised Policy 0115 – Student Harassment and Bullying Prevention and Intervention- Board of Education Policies is presented for your information and discussion at the December 8, 2015 Regular Meeting of the Board of Education.

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0115

**STUDENT HARASSMENT AND BULLYING
 PREVENTION AND INTERVENTION**

The Board of Education is committed to providing an educational and working environment that promotes respect, dignity and equality. The Board recognizes that discrimination, such as harassment, hazing and bullying, are detrimental to student learning and achievement. These behaviors interfere with the mission of the district to educate its students and disrupt the operation of the schools. Such behavior affects not only the students who are targets but also those individuals who participate in and witness such acts.

The Board condemns and strictly prohibits all forms of discrimination, such as harassment, hazing and bullying on school grounds, school buses and at all school-sponsored activities, programs and events. Discrimination, harassment, hazing or bullying that takes place at locations outside of school grounds, such as cyberbullying, which creates or can be reasonably expected to create a material and substantial interference with the educative process, the operation of the school, the requirements of appropriate discipline in the operation of the school or impinges on the rights of others are prohibited, and may be subject to disciplinary consequences. Violators of this policy and regulation may be subject to disciplinary consequences in accordance with legal guidelines and applicable contractual mandates.

Definitions

Bullying

Bullying, under the amended Dignity for All Students Act, has the same meaning as harassment (see below). The accompanying regulation provides more guidance regarding the definition and characteristics of bullying to help the school community recognize the behavior.

Cyberbullying

Cyberbullying is defined as harassment (see below) that occurs through any form of electronic communication.

Discrimination

Discrimination is the act of denying rights, benefits, justice, equitable treatment or access to facilities available to all others, to an individual or group of people because of the group, class or category to which that person belongs (as enumerated in the *Definitions* section, under Harassment, below).

Hazing

Hazing is an induction, initiation or membership process involving harassment which produces public humiliation, physical or emotional discomfort, bodily injury or public ridicule or creates a situation where public humiliation, physical or emotional discomfort, bodily injury or public ridicule is likely to occur.

Harassment

Harassment has been defined in various ways in federal and state law and regulation. The Board recognizes that these definitions are important standards, but the Board's goal is to prevent misbehavior from escalating in order to promote a positive school environment and to limit liability. The Dignity for All Students Act (§§10-18 of Education Law) defines harassment as the creation of a hostile environment by conduct or by threats, intimidation or abuse, including cyberbullying, that (a) has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical well-being; (b) reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety; (c) reasonably causes or would reasonably be expected to cause physical injury or emotional harm to a student; or (d) occurs off school property and creates or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that the conduct, threats, intimidation or abuse might reach school property. The harassing behavior may be based on any characteristic, including but not limited to a person's actual or perceived:

- race,
- color,
- weight,
- national origin,
- ethnic group,
- religion,
- religious practice,
- disability,
- sex,
- sexual orientation, or
- gender (including gender identity and expression).
- gender identity is one's self-conception as being male or female, as distinguished from actual biological sex or sex assigned at birth.
- gender expression is the manner in which a person represents or expresses gender to others, often through behavior, clothing, hairstyles, activities, voice or mannerisms.

For the purpose of this definition the term "threats, intimidation or abuse" will include verbal and non-verbal actions.

In some instances, bullying or harassment may constitute a violation of an individual's civil rights. The district is mindful of its responsibilities under the law and in accordance with district Policy 0100, Equal Opportunity, Nondiscrimination and Anti-Harassment, and 0110, Policy Against Discrimination and Harassment of Students and Staff.

In order to streamline the wording of this policy and regulation, the term "bullying" will be used throughout to encompass discrimination, harassment, intimidation, cyberbullying and hazing behaviors.

Student

Student is defined as a person over five and under twenty-one years of age who has not received a high school diploma and is entitled to attend the public schools maintained in the District pursuant to New York State Education Law Section 3202. The term student includes children who reside within the District and are eligible to attend the District's public schools but opt to attend a private school.

Prevention

The school setting provides an opportunity to teach children, and emphasize among staff, that cooperation with and respect for others is a key district value. A program geared to prevention is designed

to not only decrease incidents of bullying but to help students build more supportive relations with one another by integrating the bullying prevention program into classroom instruction. Staff members and students will be sensitized, through district-wide professional development and instruction, to the warning signs of bullying, as well as to their responsibility to become actively involved in the prevention of bullying before overt acts occur.

Curricular material that raises awareness and sensitivity to discrimination or harassment and civility in the relationships of people of different races, weights, national origins, ethnic groups, religions, religious practices, mental or physical abilities, sexual orientations, sexes or gender expression or identities will be included in the instructional program K-12.

In order to implement this program, the Board has designated the Administrator for Guidance and Related Student Services as the District-Wide *Dignity Act Coordinator* ("District-Wide Coordinator"). The District-Wide Coordinator's responsibilities are described in the accompanying regulation. The Board will also designate at its annual organizational meeting a *Dignity Act Coordinator* for each school in the district ("Building DAC"), and each Building DAC will be supported by a building-level *Dignity Act Coordination Team* ("DAC Team"). The role of the DAC Team is to oversee and enforce this policy in the school to which it is assigned.

Each Building DAC and each DAC Team will serve as *Bullying Prevention Coordinating Committees* in their respective schools. These teams will be overseen by the District-Wide Coordinator. DAC teams will include representation from staff, administration, and if needed, students and parents. The DAC Teams, working with the District-Wide Coordinator will assist the administration in developing and implementing specific prevention initiatives, including early identification of bullying and other strategies. In addition, the program will include reporting, investigating, remedying and tracking allegations of bullying. The accompanying regulation provides more detail on the specific programs and strategies implemented by the district.

Intervention

Intervention by adults and bystanders is an important step in preventing escalation and resolving issues at the earliest stages. Intervention will emphasize education and skill-building.

Successful intervention may involve remediation. Remedial responses to bullying include measures designed to correct the problem behavior, prevent another occurrence of the behavior and protect the target. Remediation may be targeted to the individual(s) involved in the bullying behavior or environmental approaches which are targeted to the school or district as a whole.

In addition, intervention will focus upon the safety of the target. Staff is expected, when aware of bullying, to report it in accordance with this policy, refer the student to designated resources for assistance, or to intervene in accordance with this policy and regulation.

Provisions for students who do not feel safe at school

The Board acknowledges that, notwithstanding actions taken by district staff, intervention may require a specific coordinated approach if the child does not feel safe at school. Staff, when aware of bullying, should determine if accommodations are needed in order to help ensure the safety of the student and bring this to the attention of the *building principal*. The *building principal*, other appropriate staff, the student and the student's parent/guardian will work together to define and implement any needed accommodations.

The district recognizes that there is a need to balance accommodations which enhance student safety against the potential to further stigmatize the targeted student. Therefore, each case will be handled individually. The student, parent/guardian, and school administration will collaborate to establish safety provisions that best meet the needs of the targeted student. Follow-up discussion and/or meetings will be scheduled, as needed, to ensure that safety concerns have been adequately addressed and to determine when and if accommodations need to be changed or discontinued.

Incident Reporting and Investigation

Although it can be difficult to step forward, the district can't effectively address bullying if incidents are not reported. Students who have been bullied, parents whose children have been bullied or other students or staff who observe bullying behavior are encouraged and expected to make a verbal and/or written complaint to any school personnel in accordance with the training and guidelines provided. Staff who observe or learn of incident(s) of bullying are required, in accordance with State law, to make an oral report to the *building principal* within one school day and to submit the district reporting form to the building principal within two school days. If a staff person is unsure of the reporting procedure, he/she is

expected to inquire about how to proceed by speaking with his/her supervisor. A district employee may be deemed to have permitted unlawful discrimination or harassment if he/she fails to report an observed incident, whether or not the target complains.

At all times, complaints will be documented, tracked and handled in accordance with the regulations and procedures accompanying this policy, or, if applicable policies 0100, Equal Opportunity, Nondiscrimination and Anti-Harassment, or 0110, Policy Against Discrimination and Harassment of Students and Staff and 5300 the district's Code of Conduct. The *Building Principal* will prepare a report for the Superintendent based on complaints filed.

An equitable and thorough investigation will be carried out by the *Building Principal* and/or his/her designee in accordance with the accompanying regulation. In addition, the results of the investigation will be reported back to both the target and the accused as specified in the accompanying regulation. If either of the parties disagrees with the results of the investigation, they can appeal the findings in accordance with the regulations that accompany this policy. Verified bullying incidents that meet the criteria established by the state will be included in the statewide reporting system when applicable, in accordance with law and regulation.

The Board will receive the annual VADIR report, as well as any other state-required report relevant to bullying and/or school climate, for each building and for the district as whole. Based on the review of the data, the Board may consider further action, including but not limited to modification of this policy and additional training.

Disciplinary Consequences/Remediation

While the focus of this policy is on prevention, acts of bullying may still occur. In these cases, offenders will be given the clear message that their actions are wrong and the behavior must improve. Student offenders will receive in-school guidance in making positive choices in their relationships with others. If appropriate, disciplinary action that is measured, balanced and age-appropriate will be taken by the administration in accordance with the district's Code of Conduct, as applicable. If the behavior rises to the level of criminal activity, law enforcement will be contacted.

Consequences for a student who commits an act of bullying will be unique to the individual incident and will vary in method and severity according to the nature of the behavior, the developmental age of the student, and the student's history of problem behaviors, and must be consistent with the district's Code of Conduct.

Non-Retaliation

All complainants and those who participate in the investigation of a complaint in conformity with state law and district policies, who have acted reasonably and in good faith, have the right to be free from retaliation of any kind. The district strictly prohibits retaliation of any kind against a complainant or person who participates in the investigation of a complaint in conformity with state law and district policies and who has acted reasonably and in good faith.

Training

The Board recognizes that in order to implement an effective bullying prevention and intervention program, professional development is needed. The Superintendent, the district-wide DAC and the District Professional Development Team will incorporate training to support this program in new teacher orientation and the annual professional development plan, as needed. Training opportunities will be provided for all staff, including but not limited to cafeteria and hall monitors and all staff who have contact with students. The DAC Teams will be trained in accordance with state requirements and will continue their professional development so as to successfully support this policy and program.

Dissemination, Monitoring and Review

This policy, or a plain language summary, will be published in appropriate District notices and publications and posted on the district's website. A bullying complaint form will be available on the district's website. The district will ensure that the process of reporting bullying is clearly explained to students, staff and parents on an annual basis.

Each year, as part of the annual review of the Code of Conduct, this policy will be reviewed to assess its effectiveness and compliance with state and federal law. If changes are needed, revisions will be recommended to the Board for its consideration.

The district will ensure that reporting of information to the public in conjunction with this policy will be in a manner that complies with student privacy rights under the Family Educational Rights and Privacy Act (FERPA).

Cross-ref: 0100, Equal Opportunity, Nondiscrimination and Anti-Harassment
0110, Policy Against Discrimination and Harassment of Students and Staff
4321, Programs for Students with Disabilities
5300, Code of Conduct
5710, Violent and Disruptive Incident Reporting
9700, Staff Development

Ref: Dignity for All Students Act, Education Law, §10 – 18
Americans with Disabilities Act, 42 U.S.C. §12101 *et seq.*
Title VI, Civil Rights Act of 1964, 42 U.S.C. §2000d *et seq.*
Title VII, Civil Rights Act of 1964, 42 U.S.C. §2000e *et seq.*; 34 CFR §100 *et seq.*
Title IX, Education Amendments of 1972, 20 U.S.C. §1681 *et seq.*
§504, Rehabilitation Act of 1973, 29 U.S.C. §794
Individuals with Disabilities Education Law, 20 U.S.C §§1400 *et seq.*
Executive Law §290 *et seq.* (New York State Human Rights Law)
Education Law §§313(3), 3201, 3201-a
8 NYCRR 100.2(c), (l), (jj), (kk); 119.6
Tinker v. Des Moines Independent Community School Dist., 393 US 503, (1969)
Doninger v. Niehoff, 527 F.3d 41 (2d. Cir. 2008)
Pollnow v. Glennon, 594 F.Sup. 220, 224 *aff'd* 757 F.2d. 496
Davis v. Monroe County Board of Education, 526 U.S. 629 (1999)
Gebser v. Lago Vista Independent School District, 524 U.S. 274 (1998)
Faragher v. City of Boca Raton, 524 U.S. 775 (1998)
Burlington Industries v. Ellerth, 524 U.S. 742 (1998)
Oncale v. Sundowner Offshore Services, Inc., 523 U.S. 75 (1998)
Franklin v. Gwinnett County Public Schools, 503 U.S. 60 (1992)
Meritor Savings Bank, FSB v. Vinson, 477 U.S. 57 (1986)
Appeal of K.S. 43 Ed. Dept. Rep. 492
Appeal of Ravick 40 Ed. Dept. Rep. 262
Appeal of Orman 39 Ed. Dept. Rep. 811

Adoption date: September 24, 2012

Revised date: _____

G. Revised Policy 9140 – Staff Complaints and Grievances - Board of Education Policies - Second Reading

The revised Policy 9140 – Staff Complaint and Grievances- Board of Education Policies is presented for your information and discussion at the December 8, 2015 Regular Meeting of the Board of Education.

The Superintendent of Schools will subsequently present the final copy to the Board of Education for its action at the next Regular Meeting of the Board of Education on January 12, 2016.

9140

STAFF COMPLAINTS AND GRIEVANCES

Grievance procedures are designed to resolve conflicts that may arise in the workplace. These procedures are often defined in collective bargaining agreements and a staff member covered by a collective bargaining agreement with a negotiated grievance procedure should present his/her grievance in accordance with those procedures. A staff member who is not covered by a collective bargaining agreement containing a negotiated grievance procedure has the right to present a complaint or grievance in accordance with the procedures established pursuant to this policy. Staff members have the right to present these grievances free from coercion, interference, restraint, discrimination or reprisal.

The Superintendent of Schools will implement a regulation including a multi-stage grievance procedure with an appellate stage for resolving grievances of staff members not covered by a collective bargaining agreement with a negotiated grievance procedure. Staff complaints of discrimination or

harassment will be resolved pursuant to the procedures set forth in policy 0110, "Policy against Harassment and Discrimination." Staff complaints that cannot be resolved pursuant to this policy or policy 0110 will be subject to the discretion of the Board of Education as to the method by which the complaint may be brought.

This policy and regulation will be filed with the District Clerk and the State Civil Service Commission within 15 days of adoption or amendment, as required by law.

Cross-ref: 0110, Policy against Discrimination and Harassment of Students and Staff
5300, Code of Conduct

Ref: General Municipal Law, Article 15-c
Civil Service Law, Article 14
Matter of Gatje, 24 E.D.R. 191 (1984)

Adoption date: March 26, 2012

Revised date: _____

H. Revised Policy 8100 – Safety Program - Board of Education Policies - First Reading

The revised Policy 8100 –Safety Program- Board of Education Policies is presented for your information and discussion at the December 8, 2015 Regular Meeting of the Board of Education.

A second reading, with any revisions deemed appropriate, will occur at the January 12, 2015 Regular Meeting of the Board of Education

The Superintendent of Schools will subsequently present the final copy to the Board of Education for its action at the next Regular Meeting of the Board of Education on January 26, 2015.

8100

SAFETY PROGRAM

The Board of Education shall establish a safety program to provide a high degree of safety for district students and employees. Such a program will comply with the requirements of Education Law, the Regulations of the Commissioner of Education, occupational health and safety rules and regulations and the New York State Uniform Fire Prevention and Building Code.

The Superintendent of Schools, the Assistant Superintendent for Finance and Operations, **the Director of Facilities III** and each Building Principal are responsible for maintaining safe and sanitary conditions in facilities under their jurisdiction. Principals shall also:

- Ensure that teachers instruct students in their classes in the general rules of health and safety;
- Recommend to, and request from, local officials sufficient traffic control to ensure the safety of children at cross walks; and
- Institute necessary procedures and safeguards to ensure student safety on school grounds.

All employees shall maintain safe and sanitary conditions in their teaching or work area of responsibility. Unsafe conditions observed by an employee are to be promptly reported to the administration and will be corrected immediately.

Ref: Education Law §§806; 807; 807A
8 NYCRR §155.1 et seq

Adoption date: March 26, 2002

Revised:_____

I. Revised Policy 8200 – Buildings and Grounds- Board of Education Policies - First Reading

The revised Policy 8200 –Buildings and Grounds- Board of Education Policies is presented for your information and discussion at the December 8, 2015 Regular Meeting of the Board of Education.

A second reading, with any revisions deemed appropriate, will occur at the January 12, 2015 Regular Meeting of the Board of Education

The Superintendent of Schools will subsequently present the final copy to the Board of Education for its action at the next Regular Meeting of the Board of Education on January 26, 2015.

8200

BUILDINGS AND GROUNDS

The **Director of Facilities III** shall serve as chief of the maintenance division and serve under the Superintendent of Schools **or his designee**. He/She shall have charge of all repairs, alterations and improvements to school buildings and grounds. He/She shall also have immediate supervision over the work of the custodial and maintenance staff.

Operations of Facilities

The Superintendent **or his designee** is charged with the responsibility for administering plant operations in the most efficient and economical manner possible, while placing high priority on health and safety of students and conservation of natural resources

The Board of Education recognizes its responsibility to provide equipment, supplies and contractual services of high quality.

Maintenance of Facilities

The Board, through the Superintendent and designated district staff, shall protect the district’s investment in plant and facilities through a systematic maintenance program.

Such program shall include periodic preventive maintenance activities, long-range maintenance schedules and emergency repair procedures. It is further expected that all maintenance work will be carried out in a manner that will cause minimal interference with the district educational program.

Adoption date: March 26, 2002

Revised:_____

J. Proposed Policy 8110 – School Building Safety- Board of Education Policies - First Reading

The proposed Policy 8110 –School Building Safety- Board of Education Policies is presented for your information and discussion at the December 8, 2015 Regular Meeting of the Board of Education.

A second reading, with any revisions deemed appropriate, will occur at the January 12, 2015 Regular Meeting of the Board of Education

The Superintendent of Schools will subsequently present the final copy to the Board of Education for its action at the next Regular Meeting of the Board of Education on January 26, 2015.

8110

SCHOOL BUILDING SAFETY

The Board of Education recognizes that a safe, secure and healthy school environment is necessary to promote effective learning. The Board is committed to ensuring that all school buildings are properly maintained and preserved to provide a suitable educational setting.

Consistent with the requirements of state law and regulations, the Board will:

1. Appoint a Health and Safety Committee composed of representation from district administration, school staff, bargaining units and parents that shall participate in monitoring the condition of occupied school buildings to assure that they are safe and maintained in a state of good repair.
2. Review and approve all building condition surveys.
3. Take immediate action to remedy serious conditions in school buildings affecting health and safety and report such conditions to the Commissioner of Education.

The Superintendent of Schools or designee shall be responsible for the development of procedures for investigating and resolving complaints related to the health and safety issues in the district's buildings consistent with requirements of state law and regulations.

Cross-ref: 7100, Facilities Planning
8112, Health and Safety Committee
8220, Buildings and Grounds Maintenance and Inspection

Ref: Education Law §§ 409-d (Comprehensive Public School Building Safety Program); 409-e (Uniform Code of Public School Buildings Inspection, Safety Rating and Monitoring)
8 NYCRR Part 155 (Educational Facilities)
9 NYCRR Parts 600-1250 (Uniform Fire Prevention and Building Code)

Adoption date:

K. Proposed Policy 8112 – Health and Safety Committee- Board of Education Policies - First Reading

The proposed Policy 8112 –Health and Safety Committee- Board of Education Policies is presented for your information and discussion at the December 8, 2015 Regular Meeting of the Board of Education.

A second reading, with any revisions deemed appropriate, will occur at the January 12, 2015 Regular Meeting of the Board of Education

The Superintendent of Schools will subsequently present the final copy to the Board of Education for its action at the next Regular Meeting of the Board of Education on January 26, 2015.

8112

HEALTH AND SAFETY COMMITTEE

The Board of Education recognizes the importance of the participation of district staff and parents in promoting a safe, secure and healthy school environment. In accordance with Commissioner's regulations, the Board will establish a Health and Safety Committee composed of representation from district officials, staff, bargaining units and parents.

The committee will participate in monitoring the condition of occupied school buildings to assure that they are safe and maintained in a state of good repair. The Superintendent of Schools will ensure that the committee is appropriately involved in all of the activities required by the Commissioner's regulations. Specifically, the committee will:

1. Participate in the investigation and disposition of health and safety complaints.
2. Consult with district officials in completing safety ratings of all occupied school buildings.

3. Monitor safety during school construction projects including periodic meetings to review issues and address complaints related to health and safety resulting from the project.
4. Upon completion of a construction project the Director of Facilities will conduct a walk-through inspection to ensure the area is ready to be reopened for use.

Ref.: 8 NYCRR Part 155 (Educational Facilities)

Adoption date:

L. Proposed Policy 8220 –Buildings and Grounds Maintenance and Inspection- Board of Education Policies - First Reading

The proposed Policy 8220 –Buildings and Grounds Maintenance - Board of Education Policies is presented for your information and discussion at the December 8, 2015 Regular Meeting of the Board of Education.

A second reading, with any revisions deemed appropriate, will occur at the January 12, 2015 Regular Meeting of the Board of Education

The Superintendent of Schools will subsequently present the final copy to the Board of Education for its action at the next Regular Meeting of the Board of Education on January 26, 2015.

8220

BUILDINGS AND GROUNDS MAINTENANCE AND INSPECTION

To accommodate the district's educational program, the Board of Education is committed to providing suitable and adequate facilities. To this end, proper maintenance and inspection procedures are essential. The Board directs the Superintendent of Schools or his/her designee to ensure that proper maintenance and inspection procedures are developed for every school building.

Consistent with federal and state law and regulations, the following items will be included in the district's buildings and grounds maintenance and inspection procedures:

Comprehensive Maintenance Plan

A comprehensive maintenance plan for all major building systems will be instituted to ensure the building is maintained in a state of good repair. Such plan will include provisions for a least toxic approach to integrated pest management and establish maintenance procedures and guidelines which will contribute to acceptable indoor air quality following Environmental Protection Agency (E.P.A.) and/or Occupational Safety and Health Administration (O.S.H.A.) indoor air quality regulations. The plan shall be available for public inspection.

Procedures will also be established to ensure the safety of building occupants during maintenance activities including standards for exiting and ventilation, asbestos and lead protocols, noise abatement and control of chemical fumes, gases and other contaminants.

Building Condition Surveys

Each occupied district building will be assessed every five years by a building condition survey. This survey will be conducted by a team that includes at least one licensed architect or engineer and will include a list of all program spaces and inspection of building system components for evidence of movement, deterioration, structural failure, probable useful life, need for repair and maintenance and need for replacement. Building condition survey reports will be submitted to the Commissioner by January 15, 2001 and January 15th of every fifth year thereafter.

Fire Safety Inspections

An annual inspection for fire and safety hazards will be conducted in accordance with a schedule established by the Commissioner of Education. The inspection will be conducted by a qualified fire

inspector and the report will be kept in the district office. Any violation of the State Uniform Fire Prevention and Building Code shall be corrected immediately or within a time frame approved by the Commissioner.

Cross-ref: 6100, Annual Budget
7100, Facilities Planning
8110, School Building Safety
8112, Health and Safety Committee
8115, Pesticides and Pest Management

Ref: 29 CFR §§ 1910 et seq. (OSHA Hazard Communication)
40 CFR Part 763 (Asbestos Hazard Emergency Response Act)
Education Law §§ 409-d (Comprehensive Public School Safety Program); 409-e (Uniform Code of Public School Buildings Inspections, Safety Rating and Monitoring); 807-a (Fire Inspections)
Labor Law §§ 875-883(toxic substances)
Public Health Law §§ 4800-4808 (Right to Know, toxic substances)
Environmental Conservation Law § 33-0725 (Pesticides)
6 NYCRR Part 325 (Pesticides)
8 NYCRR §§ 155.1(Educational Facilities); 155.4 (Uniform Code of Public School Buildings Inspection, Safety Rating and Monitoring); 155.8 (Fire and Building Safety Inspections)
9 NYCRR Parts 600-1250 (Uniform Fire Prevention & Building Code)
12 NYCRR Part 56 (Industrial Code Rule concerning asbestos)
Appeal of Anibaldi, 33 Educ. Dep't Rep. 166 (1993) (district required to monitor student's physical symptoms when air quality caused health problems)
Guidelines for the Evaluation and Control of Lead-Based point Hazards in Housing, U.S. Department of Housing and Urban Development, Washington D.C., June 1995)
IPM Workbook for New York State Schools, Cornell Cooperative Extension Community IPM Program with support from New York State Dept. of Environmental Conservation, August 1998

Adoption date:

M. Approval of Additional Dignity for All Students Act (DASA) Coordinator for 2015-2016 School Year

The Dignity for All Students Act (DASA) requires a Dignity Act Coordinator in every school building.

“Upon recommendation of the Superintendent of Schools, be it

RESOLVED that the following additional administrator is authorized to serve as DAC Team Member for the 2015-2016 School Year:”

Smithtown West

Assistant Principal – Jason Huntsman

N. Memorandum of Agreement between Smithtown Central School District and Employee No. 05672

“Upon the recommendation of the Superintendent of Schools be it **RESOLVED**, that the Memorandum of Agreement between the Smithtown Central School District and Employee No. 05672, dated November 23, 2015, is hereby ratified and approved.”

O. Revision of Employment Benefits – Managerial/Confidential Central Office Administrators (Schedule 2)

“Upon Recommendation of the Superintendent of Schools, be it

RESOLVED, that the employment benefits of Managerial/Confidential Central Office Administrators employed by the Smithtown Central School District (“District”), are hereby codified as set forth in Schedule 2.

MOTION by Mrs. Knox seconded by Mrs. Waldron approving Superintendent’s Report Items **M, N, O.**

Vote on Motion: All aye. Motion carried (7-0)

VI. INSTRUCTIONAL REPORT –

A. Overnight Field Trip Request

Upon recommendation of the Superintendent of Schools, be it **RESOLVED**, that permission is granted for the High School East Boys & Girls Track Teams to compete at 76th Annual William F. Eddy Jr. Track and Field Meet, Schenectady High School, Schenectady New York; May 20 - 21, 2016

They will be accompanied by four adult chaperones.

B. Advanced Placement Process Recommendation

Upon recommendation of the Superintendent of Schools, be it **RESOLVED**, that permission is granted for the following middle school athlete to try out to play on High School East and West Varsity Boys Bowling Team.

Trevor DeFeo 8th Grade Varsity Boys Bowling HSE/HSW

C. Presentation – Middle School Summer C.A.M.P. Program by Elizabeth Stein and Donna Deluca.

MOTION by Mrs. Knox, seconded by Ms. McEnroy, approving Instructional Report Items **A** and **B.**

Vote on motion: All aye. Motion carried (7-0).

VII. PUPIL PERSONNEL SERVICES-

A. Committee on Special Education

1. Committee on Special Education

“**RESOLVED**, that the recommendations of the Committee on Special Education for Initial Placement Program/Services, for cases listed be approved.”

Committee on Special Education/Preschool Special Education:

As per attached CSE meetings held between 11/23/2015-12/04/2015.

Motion to acknowledge that the Board of Education has no objections to the recommendations of the Committee on Special Education/Preschool Special Education and approves the authorization of

funds to implement the special education programs and services consistent with such recommendations dated:

2. **Sub-Committee on Special Education**

As per attached SCSE meetings held between 11/23/2015-12/04/2015.

“RESOLVED that the recommendations of the Sub-Committee on Special Education for cases listed be approved.”

B. **Committee on Preschool Special Education**

1. **Initial placement for Preschool Special Education Program/Services**

“RESOLVED, that the recommendations of the Committee on Preschool Special Education for Initial Placement Program/Services, for cases listed be approved.”

See Attached –CPSE meetings from 11/17/15 – 11/30/15

2. **Special Education Preschool Annual IEP Review/Amended IEP**

“RESOLVED, that the recommendations of the Committee on Preschool Special Education for Annual IEP Review/ Amended IEP for cases listed be approved.”

See Attached –CPSE meetings from 11/17/15 – 11/30/15

MOTION by Mrs. Knox seconded by Mrs. Waldron approving Pupil Personnel Services Items A-B.

Vote on Motion : All aye. Motion carried (7-0).

VIII. AUDIENCE – Mr. Alcure welcomed the following members of the audience to the podium to address the Board.

1. Dennis Campagna expressed his concerns regarding financial data and information used in formulating housing options.
2. Tricia Renkowski expressed her concerns regarding the potential closing of Branch Brook.
3. William Cavallo presented the Board with a list of questions regarding housing options.
4. Christine Nuzzi expressed her concerns regarding the potential closing of Branch Brook, and she presented the board with a list of questions and concerns.
5. Jennifer Cerullo expressed her concerns regarding housing and presented the Board with a list of questions and concerns.
6. Janine Mehlinger expressed her concerns regarding housing and presented the Board with a list of questions and concerns.
7. Janel Carbone expressed her concerns regarding housing and presented the Board with a list of questions and concerns.
8. Meredith Lombardi suggested the Board consider allowing class sizes to decrease and emphasized the importance of small class size.
9. Amy Hirsch expressed her concerns regarding housing and referenced several studies on class size. Ms. Hirsch presented the studies to the Board .
10. Michele Woythaler expressed her concerns regarding a possible school closure and the ability of the District to operate under the current tax cap.
11. Matt Woythaler stated the District is experiencing a revenue problem due to the tax cap, recession, GEA shortfall and cuts in state aid. Mr. Woythaler expressed his opposition to the tax cap.
12. Michael Lombardi expressed his concern that home values will decrease as a result of the closing of a neighborhood school and questioned the accuracy of BOCES projections.
13. Noelle Cusamano expressed her concerns regarding the potential closing of Branch Brook.
14. Laura Coulin expressed her concerns regarding the potential closing of Branch Brook
15. Peter Servidio expressed his concerns regarding the potential closing of any school in the district.
16. Ron Boeri expressed his concerns regarding the potential closing of any school at this time.
17. Patti Stein expressed her concerns regarding the potential closing of Branch Brook.

18. Katie Healy expressed her concerns regarding the potential closing of Branch Brook and questioned the validity of the CACIH report. Ms. Healy presented the Board with a list of questions.
19. Deb Phillips expressed her concerns regarding the potential closing of Branch Brook and asked the Board to consider all other options.
20. Renee Postel expressed her concerns regarding the potential closing of Branch Brook and suggested if the Board formed a task force they would find the money.
21. Michelle Farrell expressed her concern for the lack of hands on learning and need to protect students from excessive test preparation.
22. Gary Dasilva expressed his concerns regarding the potential closing of Branch Brook.
23. Joseph Romano expressed his concerns regarding the potential closing of Branch Brook.

IX. BUSINESS AFFAIRS

A. Finance

1 - Financial Reports

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the following financial reports for the month(s) indicated are accepted:

1 – Trial Balance Report – All Funds
10/31/15

2 – Revenue Status Report – All Funds
10/31/15

3 – Budget Status Report – All Funds
A – Summary
B – Expanded
C – Capital Fund Project to Date
10/31/15

4– Budgetary Transfer Report
10/31/15

5– Summary of Treasurer’s Report
10/31/15

6 – Treasurer’s Monthly Report
10/31/15

7 – Schedule of Investments
10/31/15

8 – Collateralization of Bank Balances
10/31/15

9 – Cash Flow Report
10/31/15

10 – Report of Claims Auditor
10/31/15

11 – Smithtown High School East Extra Classroom Activity Account
10/31/15

12 – Smithtown High School West Extra Classroom Activity Account
10/31/15

13 – Accomsett Middle School Extra Classroom Activity Account
10/31/15

- 14 – Great Hollow Middle School Extra Classroom Activity Account
10/31/15
- 15 – Nesaquake Middle School Extra Classroom Activity Account
10/31/15
- 16 – Accomsett Elementary School Extra Classroom Activity Account
10/31/15
- 17– Branch Brook Elementary School Extra Classroom Activity Account
10/31/15
- 18– Dogwood Elementary School Extra Classroom Activity Account
10/31/15
- 19 – Mills Pond Elementary School Extra Classroom Activity Account
10/31/15
- 20 – Mt. Pleasant Elementary School Extra Classroom Activity Account
10/31/15
- 21 – St. James Elementary School Extra Classroom Activity Account
10/31/15
- 22 – Smithtown Elementary School Extra Classroom Activity Account
10/31/15
- 23 – Tackan Elementary School Extra Classroom Activity Account
10/31/15”

2 – Bid Recommendation

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the following bid recommendation be approved as submitted herein:

12/13-23 Ext. Automatic Temperature Controls & HVAC Parts &
Percentage Discount”

*As per the attached memo from Beth Woods
to Andrew Tobin dated 12/8/15”*

3 – Contract for Tutorial & Special Education Services – Syosset Home Tutoring, Inc.

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the President of the Board of Education is hereby authorized to amend the contract with the following organization, for the 2015-16 school year, to include the attached addendum:

Syosset Home Tutoring, Inc.
21 Blacksmith Lane
East Northport, NY 11731”

Note: This vendor was approved by the BOE on the 6/9/15 RFP#13/14-08

4 – External Auditor’s Engagement Letter – Financial Statements 6/30/16

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the President of the Board of Education is authorized to sign the Engagement Letter issued by the District’s External Auditor, R.S. Abrams & Company, LLP, dated November 20, 2015, in connection with their audit of the District’s financial statements, for a fee of \$36,300.00, as of June 30, 2016.”

5 – Brokerage Agreement

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the President of the Board of Education is hereby authorized to sign the Brokerage Agreement with Newmark of Long Island, LLC, a New York limited liability company, d/b/a Newmark Grubb Knight Frank LI.”

6 - Contract with Educators Financial Resource

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the President of the Board of Education is hereby authorized to execute a contract with Educators Financial Resource, to provide consulting services for the calendar year 2016, including an appraisal report and the management of the 1991-1994 Life Insurance Plans, at a fee of \$15,000.00.”

7 - Contract for Writing Workshops

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the President of the Board of Education is hereby authorized to execute a contract with the following organization to present three English Language Arts Professional Development Workshops “Units of Study in Opinion, Information and Narrative Writing”, to District personnel in the area writing for grades K-2, January 12 – January 14, 2016, at a cost of \$10,500:

The Reading and Writing Project Network, LLC
18 Pelham Lane
Ridgefield, CT 06877”

MOTION by Ms. McEnroy, seconded by Mrs. Knox approving the Finance Items 1-7.

Discussion: Mr. Liguori asked for clarification of terms of Item 5- Brokerage Agreement

Vote on Motion- All aye. Motion carried (7-0).

B. Operations

1 – Declaration of Obsolete Items

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the following items, due to poor condition and/or obsolescence, are no longer useful to the District, and are hereby declared to be obsolete, and are to be disposed of in a manner that is in the best interest of the Smithtown Central School District:

NEW YORK AVENUE BASEMENT

Bell & Howell, Model ABR2000, Tag#:7005090, Serial #: Service 10 #28314C

PUPIL PERSONNEL SERVICES

See attached list of books

PURCHASING DEPARTMENT

Cell phone – Apple – iphone, Serial #: C8TK547HDPOV, Model A 1349

Cell phone – Verizon Flip Phone, Motorola

ST. JAMES ELEMENTARY ESL DEPARTMENT

See attached list of ESL Resources”

2- Acceptance of Gifts

"Upon recommendation of the Superintendent of Schools,
be it

RESOLVED, that the Board of Education authorizes the acceptance of the following gifts:

Donated By

Material and Labor to replace
broken sign post at the traffic
circle at Branch Brook
Elementary

Amendola’s Fence Company
1084 Sunrise Highway
Amityville, NY 11701

\$8,725.00 for the funding of the
Athletes Helping Athletes Program
at High Schools East and West

Smithtown Booster Club
P.O. Box 166
Smithtown, NY 11787”

MOTION by Mrs. Knox, seconded by Mrs. Waldron approving the Operations Items 1-2.

Vote on Motion- All aye. Motion carried (7-0).

XI. PERSONNEL

A. Certified – The following Certified Personnel Items were presented for the Board’s approval:

1. Appointment of Teachers and Substitute Teachers for the District ENL Extension Program for 2015-2016
2. Appointment of Regular Substitute Academic Intervention Tutor
3. Appointment of Academic Intervention Tutor
4. Appointment of Regular Substitute Teacher
5. Appointment of Non-District Event Chaperone
6. Appointment of Co-Curricular Activities Sponsor
7. Notice of Retirement

- 8. Request for FMLA and/or Leave of Absence
- 9. Increase of Assignment/Additional Class
- 10. Tenure Recommendation – Teacher
- 11. Approval of Volunteer
- 12. Notice of Resignation
- 13. Appointment of Substitute Teacher 2015-2016

MOTION by Mrs. Waldron, seconded by Mr. Thode approving the Certified Personnel Items 1-13.

Vote on Motion- All aye. Motion carried (7-0).

B. Classified- The following Classified Personnel Items were presented for the Board’s approval:

- 1. Appointments
- 2. Change of Status
- 3. Leave of Absence
- 4. Resignation
- 5. Correction from Prior Board Meeting
- 6. Temp/Peak Appointments

MOTION by Mrs. Waldron, seconded by Mr. Thode approving the Classified Personnel Items 1-6, as detailed in the attached resolutions.

Vote on Motion- All aye. Motion carried (7-0).

C. Registered Nurses

- 1. Appointment of Registered Nurse(s) Temp/Peak

MOTION by Mrs. Waldron, seconded by Ms. McEnroy approving the Nurses Items 1., as detailed in the attached resolutions.

Vote on Motion- All aye. Motion carried (7-0).

XII. NEW BUSINESS – None at this time.

XIII. ADJOURNMENT

MOTION by Ms. McEnroy, seconded by Mr. Liguori that the meeting be adjourned at 10:50p.m.

VOTE ON MOTION: All aye. Motion carried (7-0).

Respectfully submitted,

Maureen O’Connor
District Clerk

Personnel

A. Certified

(1) Appointment of Teachers and Substitute Teachers for the District ENL Extension Program for 2015-2016

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the persons listed below be appointed as teachers and or substitute teachers for the District ENL Extension Program for 2015-2016.

Compensation for teachers will be \$75 per session.

Name

Gilbert, Sarah L.

Location

Program Teacher

Personnel

A. Certified

(2) Appointment of Regular Substitute Academic Intervention Tutor

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following person, who is properly certified, be appointed as a Regular Substitute Academic Intervention Tutor as specified below:

| <u>Name</u> | <u>Assign</u> | <u>Salary</u> | <u>Hours/Week</u> | <u>Effective</u> | <u>End Date</u> |
|---|---------------|---------------|-------------------|------------------|-----------------|
| Bosch, Ellen (Stickle, Michelle A. Leave of Absence) | TE | \$24,509.14 | 19 | 12/09/2015 | 02/12/2016 |

Certifications

| <u>Name</u> | <u>Certificate Area</u> | <u>Certificate Type</u> |
|--------------|-------------------------|-------------------------|
| Bosch, Ellen | Pre K-6 | PERM |

Personnel

A. Certified

(3) Appointment of Academic Intervention Tutor

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following person who is or will be properly certified, be appointed as an Academic Intervention Tutor for the Smithtown Central School District, Smithtown, NY as specified below:

| <u>Name</u> | <u>Assign</u> | <u>Salary</u> | <u>Hours/Week</u> | <u>Effective</u> |
|-----------------------|---------------|---------------|-------------------|------------------|
| Colavecchio, Tracy L. | SHSW | \$24,509.14 | 19 | 12/09/2015 |
| Grosskurth, Lauren | AMS | \$24,509.14 | 19 | 12/09/2015 |

Certifications

| <u>Name</u> | <u>Certificate Area</u> | <u>Certificate Type</u> |
|-----------------------|-------------------------|-------------------------|
| Colavecchio, Tracy L. | Pre K-6 | PERM |
| Grosskurth, Lauren | Mathematics Grades 5-9 | PROF |
| Grosskurth, Lauren | Mathematics 7-12 | PROF |

PersonnelA. Certified(4) Appointment Regular Substitute Teacher

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following person, who is or will be properly certified, be appointed as a Regular Substitute Teacher as specified below:

| <u>Name</u> | <u>Area</u> | <u>Assign</u> | <u>FTE</u> | <u>StepGr</u> | <u>Salary</u> | <u>Effective</u> | <u>End Date</u> |
|---|----------------------|---------------|------------|---------------|---------------|------------------|-----------------|
| O'Connor, Erin E. (Debasis, Kathleen M. on No Cause Leave of Absence) | Special Education | TE/SE | 0.70 | 1-BA+60/MA | \$40,551.70 | 12/10/2015 | 06/30/2016 |

Certifications

| <u>Name</u> | <u>Certificate Area</u> | <u>Certificate Type</u> |
|-------------------|---|-------------------------|
| O'Connor, Erin E. | Early Childhood Education Birth-Grade 2 | INIT |
| O'Connor, Erin E. | Childhood Education Grades 1-6 | INIT |
| O'Connor, Erin E. | Students Disabilities Birth-Grade 2 | INIT |
| O'Connor, Erin E. | Students Disabilities Grades 1-6 | INIT |
| O'Connor, Erin E. | Literacy Birth - Grade 6 | INIT |

Comments

O'Connor, Erin E.- previously approved on 8/27/2015 as Regular Sub Tutor

Personnel

A. Certified

(5) Appointment of Non-District Event Chaperone

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the person specified below be appointed as an Event Chaperone:

Name

Krivosta, Jason A.

PersonnelA. Certified(6) Appointment of Co-Curricular Activities Sponsor

WHEREAS, the faculty and administration of the various schools have, in committee, determined what co-curricular activities should be conducted and designated sponsors for each, now therefore, on the recommendation of the Superintendent of Schools, be it RESOLVED, that the following designated activities be authorized and established for the current school year and be it further RESOLVED, that the following named individuals be appointed as sponsors of the activities indicated, to be compensated in accordance with Article XX C of the Board/STA contract:

| <u>Name-Sponsor</u> | <u>Activity</u> | <u>Compensation</u> | <u>Location</u> |
|------------------------|--|---------------------|--------------------------|
| Gompers, Valerie F. | ABC's of Sewing | \$460.00 | Accompsett Middle School |
| Minton, Shaun T. | Honor Society - Social Studies | \$230.00 | Smithtown HS-East Campus |
| Nadramia, Stephen M. | Honor Society - Social Studies | \$230.00 | Smithtown HS-East Campus |
| Karmin, Matthew B. | Honor Society - Social Studies | \$230.00 | Smithtown HS-West Campus |
| Geldmacher, Erica A. | Honor Society - Social Studies | \$230.00 | Smithtown HS-West Campus |
| Shivokevich, Edward J. | Grade 5 Theatrical Production | \$1,900.00 | Accompsett Elementary |
| Lee, Lisa | Grade 5 Theatrical Production | \$300.00 | Accompsett Elementary |
| Greenberg, Cynthia A. | Grade 5 Theatrical; Production | \$300.00 | Accompsett Elementary |
| MacMillan, Shekinah | Grade 5 Musical Production - Co-Director | \$1,150.00 | Branch Brook Elementary |
| Collins, Kaitlin M. | Grade 5 Musical Production - Co-Director | \$1,150.00 | Branch Brook Elementary |
| Collaco, Victor | Grade 5 Musical Production - Sound | \$200.00 | Branch Brook Elementary |
| Concessi, Ronald A. | Theatrical Spring Musical - Director/Musical Director | \$4,000.00 | Accompsett Middle School |
| Colletta, Michael J. | Theatrical Spring Musical - Technical Support/Art Support | \$300.00 | Accompsett Middle School |
| Conner, James P. | Fifth Grade Production - Director/Producer | \$1,250.00 | Tackan Elementary |
| Netter, Jeffrey | Fifth Grade Production - Director/Producer | \$1,250.00 | Tackan Elementary |
| Siano, Michele | HS West Musical Production Director/Producer | \$4,664.00 | Smithtown HS-West Campus |
| Miller, Robert J. | HS West Musical Production Lighting/Sound/Set Director | \$4,664.00 | Smithtown HS-West Campus |
| Brosnan, James L. | HS West Musical Production Director/Vocal Director | \$3,000.00 | Smithtown HS-West Campus |
| Cassera, Timothy | HS West Musical Production Orchestra Director | \$3,500.00 | Smithtown HS-West Campus |

Comments

Gompers, Valerie - change from semester 2 to semester 1.

Minton, Shaun - change from semester 2 to full year.

Nadramia, Stephen - change from semester 2 to full year.

Karmin, Matthew - change from semester 2 to full year.

Geldmacher, Erica - change from semester 2 to full year.

Personnel

A. Certified

(7) Notice of Retirement

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the notice of retirement of the following person be accepted as specified below:

| <u>Name</u> | <u>Area</u> | <u>Location</u> | <u>Effective</u> |
|-------------|-------------|-----------------|------------------|
| Abel, Toby | Reading | SHSW | 02/01/2016 |

PersonnelA. Certified(8) Request for FMLA and/or Leave of Absence

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following person be granted FMLA and/or Leave of Absence effective as specified below:

| <u>Name</u> | <u>Area</u> | <u>Assign</u> | <u>Effective</u> | <u>End Date</u> | <u>Leave</u> |
|-------------------------|---------------------------|---------------|------------------|-----------------|---|
| Tiburcio, Anadilia | Foreign Language, 7-12 | SHSW | 10/19/2015 | 11/04/2015 | Family Medical Sick |
| Tiburcio, Anadilia | Foreign Language, 7-12 | SHSW | 11/04/2015 | 12/14/2015 | Family Medical Sick Bank Waiting, w/opay |
| Tiburcio, Anadilia | Foreign Language, 7-12 | SHSW | 12/15/2015 | 12/17/2015 | Family Medical Sick Bank |
| Walsh, Laura M. | Elementary Teacher | TE | 11/30/2015 | 11/30/2015 | Family Medical Personal |
| Walsh, Laura M. | Elementary Teacher | TE | 12/01/2015 | 01/05/2016 | Family Medical Sick |
| Zbytniewski, Melissa A. | Special Education | MPE | 10/26/2015 | 12/04/2015 | Family Medical Sick |
| Zbytniewski, Melissa A. | Special Education | MPE | 12/05/2015 | 01/22/2016 | Family Medical Leave, without pay |
| Zbytniewski, Melissa A. | Special Education | MPE | 01/23/2016 | 03/27/2016 | Leave of Absence, without pay |

Comments

Tiburcio, Anadilia - previously approved on 11/10/15 BOE. Requested an earlier return to work on 12/18/15.

Personnel

A. Certified

(9) Increase of Assignment/Additional Class

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following teacher(s) who has/have agreed to teach an additional class be approved and compensated at an additional percentage of his/her contracted salary rate as specified below:

| <u>Name</u> | <u>Area</u> | <u>Assign</u> | <u>FTE</u> | <u>StepGr</u> | <u>Salary</u> | <u>Effective</u> | <u>End Date</u> |
|--------------------|-------------------|---------------|------------|---------------|---------------|------------------|-----------------|
| Cummings, Caroline | Special Education | AMS | 1.20 | L1-MA+45 | \$119,895.00 | 11/25/2015 | 06/30/2016 |

Personnel

A. Certified

(10) Tenure Recommendation - Teacher

WHEREAS, the teacher listed below has thus far successfully completed the probationary period, and WHEREAS, a supervisor has carefully evaluated the performance during the probationary period and recommends that the teacher be appointed on tenure in the respective area, therefore, be it RESOLVED, that upon the recommendation of the Superintendent of Schools, the teacher be appointed on tenure on the date indicated, on condition of the successful completion of the remainder of the probationary period:

| <u>Name</u> | <u>Area</u> | <u>Assign</u> | <u>Effective Date</u> |
|---------------------|-------------|---------------|-----------------------|
| MacMillan, Shekinah | Music | BB | 02/01/2016 |

Personnel

A. Certified

(11) Approval of Volunteer

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the person listed below be approved as a Volunteer, effective for the 2015-2016 school year.

Name

| | |
|------------------------|---------------------------|
| Aplin, Robert | HS Combined Girls Bowling |
| Dankenbrink, MaryEllen | HSW Girls Winter Track |
| Takseraas, Erik | HSW Boys Winter Track |

Personnel

A. Certified

(12) Notice of Resignation

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the resignation of the following person is approved as specified below:

| <u>Name</u> | <u>Area</u> | <u>Assign</u> | <u>Effective</u> |
|-------------------|-------------------|---------------|------------------|
| Sarocco, Diane M. | Special Education | TE | 11/30/2015 |

PersonnelA. Certified(13) Appointment of Substitute Teacher 2015-2016

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the person listed be appointed as a per diem substitute at the Board approved rates.

| <u>Name</u> | <u>Certification</u> | <u>Certificate</u> |
|--------------------------|----------------------|---|
| Anderson, Marissa L. | Initial | Childhood Education Grades 1-6 |
| Anderson, Marissa L. | Initial | Students With Disabilities Grades 1-6 |
| Bosch, Ellen | Permanent | Pre Kindergarten, Kindergarten and Grades 1-6 |
| Coward, Christopher P. | Initial Extension | Social Studies 7-12 |
| Cromwell, Jason T. | Initial | Music |
| Georgatos, Diamantina D. | Initial | Childhood Education Grades 1-6 |
| Georgatos, Diamantina D. | Initial | Students With Disabilities Grades 1-6 |
| Gertz, Stacy | Permanent | Nursery, Kindergarten and Grades 1-6 |
| Gertz, Stacy | Permanent | Reading Teacher |
| Gertz, Stacy | Permanent | Special Education |
| Grosskurth, Lauren | Professional | Mathematics 7-12 |
| Grosskurth, Lauren | Professional | Mathematics Grades 5-9 |
| Mannina, Christopher R. | Initial | Mathematics 7-12 |
| Martin, Farah J. | Initial | Childhood Education Grades 1-6 |
| Muro, Angela M. | Permanent | Pre Kindergarten, Kindergarten and Grades 1-6 |
| Muro, Angela M. | Permanent | Reading Teacher |
| Murphy, Kathryn A. | Initial | Mathematics 7-12 |
| Nyhus, Jenna | Initial | Early Childhood Education Birth-Grade 2 |
| Nyhus, Jenna | Initial | Childhood Education Grades 1-6 |
| Parisi, Nancy L. | Permanent | Pre Kindergarten, Kindergarten and Grades 1-6 |
| Parisi, Nancy L. | Professional | Students With Disabilities Grades 1-6 |
| Strandberg, Nicole C. | Initial | Mathematics 7-12 |
| Todesco, Kristin | Initial | Childhood Education Grades 1-6 |
| Verikokkos, Jennifer | Professional | Early Childhood Education Birth-Grade 2 |
| Verikokkos, Jennifer | Professional | Childhood Education Grades 1-6 |
| Verikokkos, Jennifer | Professional | Students With Disabilities Birth-Grade 2 |
| Verikokkos, Jennifer | Professional | Students With Disabilities Grades 1-6 |
| Verikokkos, Jennifer | Initial | Literacy Birth - Grade 6 |
| Weiner, Ariella M. | Initial | Early Childhood Education Birth-Grade 2 |
| Zove, Jason E. | Initial Extension | Social Studies 7-12 |

Personnel

B. Classified

(1) Appointments

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following are appointed as Civil Service employees of the Smithtown Central School District, Smithtown, NY, as specified below, providing the appointee meets the required qualifications for the job.

| <u>Name</u> | <u>Title</u> | <u>Location</u> | <u>Salary</u> | <u>Hours</u> | <u>Date</u> |
|--------------|--------------------------|-----------------|---------------|--------------|-------------|
| Banger, Beth | Senior Clerk Typist PROB | NYA | \$41,111.00 | 7.000 | 12/14/2015 |

Appointment - Reasons

Ms. Banger is being hired from Posting # 15720 as a transfer: seniority date is 08/12/2013.

PersonnelB. Classified(2) Change of Status

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the change of status of the following Civil Service employees of the Smithtown Central School District, Smithtown, NY are approved, providing the employees meet the required qualifications:

| <u>Name</u> | <u>Status</u> | <u>Title</u> | <u>Loc</u> | <u>Salary</u> | <u>Hours</u> | <u>Effective</u> | <u>End Date</u> |
|--------------------|---------------|---------------------|------------|---------------|--------------|------------------|-----------------|
| Caccavale, Vincent | PERM | Custodial Worker 2 | SHSE | \$42,740.00 | 8.00 | 01/07/2016 | / / |
| Caccavale, Vincent | PROB | Custodial Worker 2 | SHSE | \$42,740.00 | 8.00 | 10/14/2015 | 01/06/2016 |
| Kopiske, Denise | PERM | Guard | SHSE | \$18.78 | 7.00 | 11/15/2014 | / / |
| Kopiske, Denise | PROB | Guard | SHSE | \$18.78 | 7.00 | 11/14/2013 | 11/14/2014 |
| Myers, William U. | PERM | Custodial Worker 1 | AE | \$19.88 | 3.90 | 01/07/2016 | / / |
| Myers, William U. | PROB | Custodial Worker 1 | AE | \$19.88 | 3.90 | 07/08/2015 | 01/06/2016 |
| Read, Janet M. | PROB | Principal Clerk | NYA | \$64,004.00 | 7.00 | 12/09/2015 | / / |
| Read, Janet M. | PERM | Senior Clerk Typist | NYA | \$62,619.00 | 7.00 | 01/02/2013 | 12/08/2015 |
| Ryan, Robert | PERM | Custodial Worker 2 | NMS | \$50,238.00 | 8.00 | 01/07/2016 | / / |
| Ryan, Robert | PROB | Custodial Worker 2 | NMS | \$50,238.00 | 8.00 | 10/14/2015 | 01/06/2016 |
| Seaman, Philip | PERM | Custodial Worker 2 | SHSE | \$60,982.00 | 8.00 | 01/07/2016 | / / |
| Seaman, Philip | PROB | Custodial Worker 2 | SHSE | \$60,982.00 | 8.00 | 10/14/2015 | 01/06/2016 |
| Valerioti, Wendy | PROB | Principal Clerk | SpEd | \$64,004.00 | 7.00 | 12/09/2015 | / / |
| Valerioti, Wendy | PERM | Senior Clerk Typist | SpEd | \$62,619.00 | 7.00 | 10/19/2004 | 12/08/2015 |

Change of Status - Reasons

Ms. Read's position is being changed as the result of a Civil Service desk audit.

Ms. Valerioti's position is being changed as the result of a Civil Service desk audit.

Ms. Kopiske's Permanent status was never put on a previous board agenda.

PersonnelB. Classified(3) Leave of Absence

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the request for an unpaid leave of absence by the following employees of the Smithtown Central School District, Smithtown, NY, be approved.

| <u>Name</u> | <u>Title</u> | <u>Loc</u> | <u>Salary</u> | <u>Start Date</u> | <u>End Date</u> |
|-------------------------|---------------------------------------|------------|---------------|-------------------|-----------------|
| Braunreuther, Elizabeth | FSW 24 HRS/LESS>7/1/02(Hourly) | SHSE | \$15.44 | 12/01/2015 | 01/03/2016 |
| Dante, Alicia | Special Education Aide (Hourly) | MTP | \$19.48 | 12/02/2015 | 03/31/2016 |
| McNamara, Dawn | Clerk Typist (Hourly) | DE | \$21.46 | 11/09/2015 | 12/13/2015 |
| Stefanelli, Joanne | Elementary School Monitor (Hourly) | DE | \$14.72 | 11/21/2015 | 12/01/2015 |

Leave of Absence - Reasons

Ms. Stefanelli is requesting an extension to her unpaid leave of absence from 11/21/2015 to 12/01/2015.

Ms. Braunreuther is requesting an extension to her unpaid leave of absence from 12/01/2015 to 01/03/2016.

Ms. McNamara is requesting an unpaid leave of absence from 11/09/2015 to 12/13/2015.

Ms. Dante is requesting an unpaid leave of absence from 12/02/2015 through 03/31/2016.

Personnel

B. Classified

(4) Resignation

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the resignations of the following employees of the Smithtown Central School District, Smithtown, NY, are approved as specified below.

| <u>Name</u> | <u>Title</u> | <u>Location</u> | <u>Salary</u> | <u>End Date</u> |
|------------------|----------------------------------|-----------------|---------------|-----------------|
| LaMano, Debra P. | Elementary Teacher Aide (Hourly) | MPE | \$18.56 | 11/25/2015 |

Personnel

B. Classified

(5) Correction from prior Board Meeting

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following information has been corrected.

| <u>Name</u> | <u>Status</u> | <u>Title</u> | <u>Loc</u> | <u>Salary</u> | <u>Hours</u> | <u>Effective</u> | <u>End Date</u> |
|---------------|---------------|--------------------|------------|---------------|--------------|------------------|-----------------|
| Conte, Thomas | PERM | Custodial Worker 1 | SHSE | \$59,633.00 | 8.00 | 12/20/2011 | 12/30/2015 |

Correction from prior Board Meeting - Reason(s)

Mr. Conte submitted a revised notice of resignation/retirement, changing his last day of work.

Personnel

B. Classified

(6) Temp/Peak Appointments

Upon recommendation of the Superintendent of Schools, be it RESOLVED, that the following are appointed as Civil Service employees of the Smithtown Central School District, Smithtown, NY, as specified below, providing the appointee meets the required qualifications for the job.

| <u>Name</u> | <u>Title</u> | <u>Location</u> | <u>Salary</u> | <u>Date</u> |
|------------------------|-------------------------|-----------------|---------------|-------------|
| Freund, David C. | Custodial Worker 1 TPPK | FAC | \$11.00 | 12/09/2015 |
| Georgiadis, Nicole-Ann | School Monitor TPPK | NYA | \$10.00 | 12/09/2015 |
| Giacalone, Josephine | School Monitor TPPK | NYA | \$10.00 | 12/09/2015 |
| Lynch, Cathleen C. | School Monitor TPPK | NYA | \$10.00 | 12/09/2015 |

Personnel

C. Registered Nurse

(1) Appointments of Registered Nurse(s) Temp/Peak

Upon the recommendation of the Superintendent of Schools, be it RESOLVED, that the following are appointed as Civil Service employees of the Smithtown Central School District, Smithtown, NY, as specified below, providing the appointee meets the required qualifications for the job.

| <u>Name</u> | <u>Title</u> | <u>Location</u> | <u>Salary</u> | <u>Date</u> |
|-------------------|-----------------------|-----------------|---------------|-------------|
| Dato, Lea | Registered Nurse TPPK | NYA | \$25.00 | 12/09/2015 |
| Goering, Kathleen | Registered Nurse TPPK | NYA | \$25.00 | 12/09/2015 |