

BOARD MEETING: Regular
DATE: Wednesday, August 18, 2016
TIME: 6:00 p.m.
PLACE: Naples High School Cafeteria

I. Meeting Called to Order

II. Roll Call

III. Adopt the Agenda of the Regular Meeting of August 18, 2016 (Board Action)

IV. Pledge of Allegiance

V. Public Comments: The Board of Education invites you, the residents of our school community, to feel comfortable in sharing matters of interest or concern that you might have with us. The Board President will be happy to recognize those of you who wish to speak. We would ask that you come forward and please identify yourself before presenting your thoughts.

Those items brought to the attention of the Board during this time may be taken under consideration for future response or action. (*Individual comments will be limited to three minutes.*)

As a matter of courtesy, we ask that issues related to specific School District personnel or students be brought to the attention of the Superintendent of Schools privately. Thank you for this consideration.

Board Reponse: The Board of Education is committed to keeping communication open and transparent. The Board of Education President will be working with the Board and the Superintendent to make every effort to respond to public comments directed to the Board of Education at previous meetings, during the next scheduled meeting.

VI. Points of Interest

VII. Superintendent Recognitions & Updates

- Points of Pride
- Claims Auditor Report
- Release of Grades 3-8 Math and ELA Data
- Athletic/Extracurricular Policy and Permission Booklet
- High School Academic eligibility
- Policy Recommendations:
 - Recess
 - Distribution of Materials to Students
 - Driver Education

VIII. Minutes (Board Action)

- Organizational Meeting of July 12, 2016

IX. Tax Warrant (Board Action)

- Naples Central School Tax Warrant
- Naples Public Library Tax Warrant

X. Lead Evaluator (Board Action)

XI. Inter-Municipal Agreement (Board Action)

- School Resource Officer

XII. Business / Financial (Board Action)

- Establish Civil Service positions:
 - Head Bus Driver
 - Head Automotive Mechanic/Bus Driver
- Discards
 - Technology
 - High School Health and Physical Education
- Academic Policy
- Policy Updates
- Facility Use Request
- Request for Transportation
- Establish Standard Work Day
- Transportation Contract

XIII. Personnel

(Board Action)

- Family Leave of Absence
- Appointments
 - Automotive Mechanic / Bus Driver
 - Head Bus Driver
 - Head Automotive Mechanic / Bus Driver
 - Assistant Secondary Principal / District Data Coordinator
 - English Teacher
 - Long-Term Substitute English Teacher
- Summer Program Appointments:
 - Temporary Teacher Aide
- 2016-2017 Extra-Curricular:
 - Choral Director
 - Mentor
- Summer Hours:
 - Jean Becker
 - Deborah Allison
 - Deborah Wordingham
 - Christina Kansco
 - Amy Lincoln
 - Roxanne Bachelder
- 2016-2017 Substitutes

XIV. Consent Agenda Items

(Board Action)

- Committee on Special Education, Committee on Preschool Special Education Actions
- Student Teachers
- Substitutes
 - Typist
 - Nurse
 - Bus Driver
 - Lifeguard
 - Cleaner

XV. Executive Session

(Board Action)

XVI. Adjournment

(Board Action)

Regular Meeting

August 18, 2016

Minutes of a Regular Meeting of the Board of Education of Naples Central School held on Wednesday, August 18, 2016 at _____ p.m. in the Naples High School Cafeteria.

Members Present:	Robert Brautigam	Robert Hotchkiss
	Joseph Callaghan	Gail Musnicki
	Carter Chapman	Maura Sullivan
	Brent Gerstner	Margo Ulmer
	Jacob Hall	Seth Price

Members Absent:

Also Present: Matthew Frahm, Mitchell Ball, Kristina Saucke, Karen Mead and E. Bridget Ashton.

A quorum being present, the meeting was called to order at _____ p.m. by Board President Margo Ulmer.

Motion:

2nd:

Resolved, that the Board of Education approves the agenda of the Regular Meeting of August 18, 2016 as presented.

Voting Yes:

Motion Carried

Voting No:

Motion Denied

Motion:

2nd:

Resolved, that the Board of Education approves the minutes of the following meetings:

- Organizational Meeting of July 12, 2016

Voting Yes:

Motion Carried

Voting No:

Motion Denied

Motion:

2nd:

Whereas, the Board of Education has been authorized by the voters at the Annual School Meeting to raise for the current budget of the 2016-2017 school year a sum not to exceed \$19,569,425;

Therefore be it resolved, that the valuation of the property comprising Naples Central School District, State of New York, Counties of Ontario, Steuben, Yates and Livingston, as shown on the District Assessment rolls, and certified by the respective assessors of the towns in the district be approved;

And be it hereby directed that a sum not to exceed \$10,786,474 be levied in the form of a tax on property set forth on the aforementioned assessment rolls; And that the warrant therefore and the rolls thereof, be executed by a majority of the members of the Board of Education; and that the receiver of taxes be authorized to collect taxes on said warrant for a period of 30 days, beginning September 1, 2016, without penalty, and for a period of 31 days thereafter with a two percent (2%) penalty, and for a period of 3 days thereafter with a penalty of three percent (3%), as provided by statute.

Voting Yes:

Motion Carried

Voting No:

Motion Denied

Motion:

2nd:

WHEREAS, the Board of Education has been authorized by the voters at the Naples Public Library vote held on June 6, 2007 to assess and levy upon the taxable property of the District the sum of one-hundred forty thousand dollars (\$140,000) annually toward the Naples Public Library Budget;

Therefore be it resolved, that the valuation of the property comprising Naples Central School District, State of New York, Counties of Ontario, Steuben, Yates and Livingston, as shown on the District Assessment rolls, and certified by the respective assessors of the towns in the district be approved;

And be it hereby directed that a sum not to exceed \$140,000 be levied in the form of a tax on property set forth on the aforementioned assessment rolls; And that the warrant therefore and the rolls thereof, be executed by a majority of the members of the Board of Education; and that the receiver of taxes be authorized to collect taxes on said warrant for a period of 30 days, beginning September 1, 2016, without penalty, and for a period of 31 days thereafter with a two percent (2%) penalty, and for a period of 3 days thereafter with a penalty of three percent (3%), as provided by statute.

Voting Yes:

Motion Carried

Voting No:

Motion Denied

Motion:

2nd:

WHEREAS, the following administrators have completed trainings which meet the requirements of 8 NYCRR 30-2.9 and the Wayne-Finger Lakes BOCES Annual Professional Performance Review Plan (APPR) for certification as a Lead Evaluator of teachers:

- a.) Kristina A. Saucke, Principal
- b.) E. Bridget Ashton, Principal
- c.) Karen J. Mead, Director of Pupil Personnel

WHEREAS, the following administrators have completed trainings which meet the requirements of 8 NYCRR 30-2.9 and the Wayne-Finger Lakes BOCES Annual Professional Performance Review Plan (APPR) for certification as a Lead Evaluator of principals:

- A.) Matthew T. Frahm, Superintendent

BE IT RESOLVED, that, upon recommendation of the District Superintendent, that the above listed administrators (a- c) be certified as a Lead Evaluators of teachers and that the above listed administrator (A) be certified as Lead Evaluators of principals.

Voting Yes:

Motion Carried

Voting No:

Motion Denied

Motion:

2nd:

Resolved, that upon the recommendation of the Superintendent, the Naples Central School District Board of Education approves the Agreement by and between the County of Ontario and the Naples Central School District for the School Resource Officer Program for the 2016-2017 school year as presented.

Voting Yes:

Motion Carried

Voting No:

Motion Denied

Motion:

2nd:

Resolved, that upon the recommendation of the Superintendent, the Naples Central School District Board of Education approves the following Business resolutions as presented:

- Resolved, that the Board of Education authorizes the creation of the following positions on the Ontario County Department of Civil Service roster for our District effective August 18, 2016:
 - Head Bus Driver
 - Head Automotive Mechanic/Bus Driver
- Resolved that approval be given for the following to be declared surplus property and approval given to discard as per Policy #5250:
 - Technology Department discards (List attached).
 - High School Health & Physical Education discards (List attached)
- Resolved, that the Board of Education approves the Naples Junior-Senior High School Academic Policy as presented.
- Resolved, that the Board of Education approves the following policies, regulations and forms as presented:
 - Administrative Regulation #5684R: Use of Surveillance Cameras in the School District
 - Administrative Regulation #7110R - Student Dismissal Precautions
 - Policy #1611 - Business of the Annual District Election
 - Policy #3200 - Use of Service Animals
 - Policy #3210 - Visitors to the Schools
 - Policy #3274 - Distribution of Materials to Students
 - Policy #5630 - Facilities - Inspection, Operation and Maintenance
 - Policy #5661 - District Wellness policy
 - Policy #5686 - Use of Surveillance Cameras in the School District
 - Policy #5730 - Transportation of Students
 - Policy #7220 - Graduation Requirements-Early Graduation-Accelerated Programs
 - Policy #7270 - Rights of Non-Custodial Parents
 - Policy #8240 - Instructional Programs-Driver Education, Gifted & Talented Education and Physical Education
- Resolved, that authorization is given for the use of facilities for the Naples Grape Festival, from Friday September 23, 2016 at 5:00 p.m., and continuing through Sunday, September 25, 2016 including all previous requirements and restrictions.
- Resolved, that approval be given for a transportation request from Donna Nichols-Scott for the use of one (1) bus and driver for the Naples Grape Festival for Saturday, September 24, 2016 and Sunday, September 25, 2016, with a \$50 per day premium to the bus driver who volunteers to work the festival, above and beyond normal wages.
- Resolved, that the Naples Central School District hereby establishes the standard work day for the following titles and will report the officials to the New York State and Local Retirement System as required:
 - Internal Claims Auditor: Evelyn Letta – Eight (8) hours
- Resolved, that the following Transportation Contract be approved:
 - Resolved, that Shelly Fiumano is hereby approved to enter into a contract for the purpose of providing round trip transportation from the Naples Central School District to Midlakes Education Center for the time period of September 7, 2016 through June 30, 2017, at a rate of fifty-four (\$0.54) cents per mile or the current IRS mileage reimbursement rate, total anticipated annual cost \$7,900.00.

Voting Yes:

Voting No:

Motion Carried

Motion Denied

Motion:

2nd:

Resolved, that upon the recommendation of the Superintendent, the Naples Central School District Board of Education approves the following personnel item as presented:

- Resolved, that the Board of Education approves the request of Kimberly Carmona, Teacher Aide, for an unpaid family leave of absence commencing from the birth of her child through and including two weeks after the end of her pregnancy related disability leave, with benefits continuing throughout her leave as per the family medical leave act, anticipated delivery date October 1, 2016.
- Resolved, that the Board of Education appoints the following:
 - Eric Jenkins, 63 Cedar Street, Hornell, NY 14843, to a probationary appointment as Automotive Mechanic/Bus Driver, effective August 9, 2016 at a rate of \$14.35/hour.
 - Tammy Brace, 5126 Blodgett Road, Naples, NY 14512, to a probationary position as Head Bus Driver, effective August 22, 2016 at a rate of \$15.00/hour.
 - William Howe, 10100 County Road 46, Dansville, NY 14437, to a probationary appointment as Head Automotive Mechanic/Bus Driver, effective August 22, 2016 at a rate of \$16.75/hour.
 - Resolved, that the Board of Education approves the appointment of Aubrey Krenzer, to a 10 month position as a 1.0 FTE Assistant Secondary Principal/District Data Coordinator, effective August 31, 2016, with a probationary term of four (4) years beginning on August 31, 2016 and expiring on June 30, 2020. Eligibility for tenure at the end of the probationary period is dependent on the employee receiving APPR ratings of Highly Effective or Effective in at least three (3) of the four (4) preceding years and no Ineffective rating in the final year. The certification area and status is School District Leader, Professional; School Building Leader, Initial; Pre-Kindergarten, Kindergarten and Grades 1-6, Permanent; English 7-12, Permanent. Salary for the 2016-2017 school year will be \$67,500 plus current administrative contract provisions. This appointment is in accordance with and subject to Education Law, the regulations of the Commissioner of Education, and the by-laws of the Board of Education.
 - Resolved, that the Board of Education approves the appointment of Therese Taillon, to a probationary term of four (4) years beginning on August 19, 2016 and expiring on June 30, 2020, as 1.0 FTE English Teacher, effective August 19, 2016. Eligibility for tenure at the end of the probationary period is dependent on the employee receiving APPR ratings of Highly Effective or Effective in at least three (3) of the four (4) preceding years and no Ineffective rating in the final year. The certification area and status is English Language Arts 7-12, Initial. Salary for this position will be Step 1 of the 2016-2017 Distribution Schedule – Masters.
 - Resolved, that the Board of Education approves the appointment of Dianna Whiting, 6365 Italy Valley Road, Naples, NY 14512, as Substitute English Teacher, effective August 30, 2016 through November 9, 2016. The certification area and status is English Language Arts 7-12, Initial. Salary for this position will be Step 1 of the 2016-2017 Distribution Schedule – Bachelors. This appointment is in accordance with and subject to Education Law, the regulations of the Commissioner of Education, and the by-laws of the Board of Education.

- Resolved, that the Board of Education approves the following Summer Program appointments:
 - Summer Special Education Program Temporary Teacher Aides from July 6, 2016 through August 16, 2016 at the rate of \$9.19/hr.:
Barbara Welch
- Resolved, that the Board of Education approves the following Extra-Curricular appointments for the 2016-2017 School Year, salary as per negotiated agreement:
 - Choral Director: Margaret Flanigan
 - Mentor: Matthew Green for Therese Taillon
- Resolved, that the Board of Education approves summer hours for the following:
 - Jean Becker, Elementary Teacher, for time worked on July 6, 2016-July 8, 2016, at the rate of \$54.73/hour.
 - Deborah Allison, Teacher Aide, for up to 14 hours at the rate of \$18.88/hour.
 - Deborah Wordingham, Teacher Aide, for up to 12 hours, on August 2, 2016 at the rate of \$12.54/hour.
 - Christina Kansco, Teacher Aide, for time worked on July 11, 2016-August 7, 2016, at the rate of \$10.86/hour.
 - Amy Lincoln, Long Term Substitute Elementary Teacher, for time worked on July 12, 2016; July 14, 2016; July 19, 2016; and July 21, 2016, at the rate of \$30.00/hour.
 - Roxanne Bachelder, School Monitor, for up to 12 hours at the rate of \$12.54/hour.
- Resolved, that the 2016-2017 Substitutes are approved as presented (List attached).

Voting Yes:**Motion Carried****Voting No:****Motion Denied****Motion:****2nd:**

Resolved, that the Board of Education, upon the recommendation of Superintendent Matthew Frahm, approves the Consent Agenda Items as presented:

- a. Resolved, that the Board of Education approves committee recommendations from the following meetings:

Committee on Special Education actions of July 13, 2016

Committee on Preschool Special Education actions of August 11, 2016

- b. Resolved, that the Board of Education approves the following Student Teacher:

<u>Name</u>	<u>Placement</u>	<u>Supervising Teacher</u>
Laura Eisinger	Elementary: September 6, 2016-October 21, 2016	Jean Becker
Saige Sanford	Elementary: September 6, 2016-October 21, 2016	Jeffrey Liebentritt
Jacqueline Kane	Elementary: October 27, 2016-December 16, 2016	Kayc Cass-Northrop
Danielle Kahn	Elementary: October 27, 2016-December 16, 2016	Brittany Ritz
Michelle Cooman	Elementary: October 27, 2016-December 16, 2016	Jennifer Lester

- c. Resolved, that the Board of Education hereby approves the following list of Substitutes Appointments:

<u>Name</u>	<u>Position</u>	<u>Address</u>
Christina Kansco	Typist	15 Mechanic Street, Naples, NY 14512
Laura Finnan effective 07/25/16	Nurse	6010 Medalist Lane, Cndg, NY 14424
Frank Sheets	Bus Driver	7400 County Road 36, Naples, NY 14512
Hayden Myers	Lifeguard	6265 Edson Road, Naples, NY 14512
Stacy Fleischman	Cleaner	4915 State Route 245, Naples, NY 14512

Voting Yes:**Motion Carried****Voting No:****Motion Denied**

Motion:

2nd:

Resolved, that the Board of Education approves calling an executive session at _____ p.m. for the purpose of discussing the employment history of a particular person or persons and discussion of a student's records which is a matter made confidential by federal law.

Voting Yes:

Motion Carried

Voting No:

Motion Denied

Time out of Executive Session: _____ p.m.

Motion:

2nd:

There being no further business, the Regular Meeting of August 18, 2016 is hereby adjourned at _____.

Voting Yes:

Motion Carried

Voting No:

Motion Denied

Board of Education Auditor Report – August 2016 Board Meeting

From April 11, 2016 – June 30, 2016 I have approved warrants 0155-0197 for a total amount of \$5,109,417.42 for the fourth quarter of the 2015-2016 fiscal year. The following errors have occurred and were corrected:

1. (2) Backup paperwork missing information (missing signatures, requisitions)

A total of 2 errors from 507 transactions (0.39%)

Respectfully submitted,



Evelyn Letta

AGREEMENT BETWEEN COUNTY OF ONTARIO
AND NAPLES CENTRAL SCHOOLS FOR
SCHOOL DISTRICT RESOURCE OFFICER PROGRAM

THIS AGREEMENT made this ____ day of _____, 2016, by and between the COUNTY OF ONTARIO, a municipal corporation organized and existing under the laws of the State of New York, having its county seat and principal offices at 20 Ontario Street, Canandaigua, New York 14424, hereinafter referred to as "County", and **NAPLES CENTRAL SCHOOLS**, an educational corporation organized and existing under the laws of the State of New York having its principal offices at 136 North Main Street, Naples, New York 14512, hereinafter referred to as "School."

W I T N E S S E T H :

WHEREAS, the School is desirous of obtaining the services of a school resource officer in an attempt to deter criminal behavior through positive interactions with students during school hours; and

WHEREAS, the County, through its Sheriff's Office, is desirous of providing law enforcement and related services to the School; and

WHEREAS, the School and the County recognize the potential outstanding benefits of the School Resource Officer Program to the citizens of the Naples Central Schools; and

WHEREAS, it is in the best interests of the School, the County, and the citizens of the Naples Central Schools to establish this program; and

NOW THEREFORE, in consideration of the mutual promises and covenants herein contained, the School Board and the County hereby agree as follows:

1. **TERM.** The term of this contract shall be September 1, 2016 to June 30, 2017.
2. **AMENDMENT OR TERMINATION.** This contract may be amended at any time during the term hereof by mutual written agreement of the parties. This contract may be terminated at any time by either party upon the giving of 90 days

written notice to the other party that it has failed to substantially perform in accordance with the terms and conditions of this contract; or without cause upon 180 days written notice. In the event this contract is terminated, compensation will be made to the County for all services performed to the date of termination. The School shall be entitled to a pro-rated refund for that period of time when SRO services are not provided because of such termination.

3. **SCOPE OF SCHOOL RESOURCE OFFICER PROGRAM.** The School Resource Officer Program is designed to provide education, law enforcement and counseling to school students. It is an attempt to deter criminal behavior through positive interactions with students during school hours. The School Resource Officer will work with the School community to promote a safe learning environment for all students.
4. **RIGHTS AND DUTIES OF COUNTY SHERIFF.** The County Sheriff shall assign one (1) School Resource Officer (hereinafter referred to as "SRO") to the School as follows:
 - 4.1. The SRO shall be assigned to the school on a hourly basis for a maximum of 1,040 hours for the period of this Agreement.
 - 4.2. The SRO may be temporarily reassigned by the Sheriff during periods of police emergency. Should such reassignment occur, any hours spent by the SRO on Sheriff's business outside the duties as SRO shall not be billed to the School, but will reduce the number of hours the SRO is available to the School for the remainder of the contract period.
 - 4.3. Regular working hours may be adjusted on a situational basis with the consent of the SRO's supervisor and the school administrator as provided in the CBA. These adjustments should be approved prior to the adjustment being required and should be to cover scheduled school-related activity requiring the presence of a law enforcement officer.

- 4.4. The SRO will be off-campus for in-service and other training required. The SRO will not be available to the School from July 1 through August 31.

5. **DUTIES OF SCHOOL RESOURCE OFFICERS.** Instructional responsibility of the SRO at the School is as follows:

- 5.1. The SRO shall act as an educator, counselor and police officer.
- 5.2. The SRO shall act as an instructor for specialized, short-term programs at the School, when invited to do so by the principal or member of the faculty.
- 5.3. The School Resource Officer shall make available to the School faculty and students a variety of law related presentations.
- 5.4. The SRO shall coordinate all of his/her activities with the principal and staff members concerned and will seek permission, advice and guidance prior to enacting any program within the school.
- 5.5. The SRO shall develop expertise in presenting various subjects to the students. Such subjects shall include basic understanding of the laws, the role of the police officer and the police mission.
- 5.6. The SRO shall encourage individual and small group discussions with students, based upon material presented in class to further establish rapport with the students.
- 5.7. The SRO shall make himself/herself available for conference with students, parents and faculty members in order to assist them with problems of law enforcement or crime prevention.
- 5.8. The SRO shall become familiar with all community agencies which offer assistance to youths and their families such as mental health clinics, drug treatment centers, etc. The SRO shall make referrals to such agencies when necessary, thereby acting as a resource person to the students, faculty and staff at the School.

- 5.9. The SRO shall assist the principal in developing plans and strategies to prevent and/or minimize dangerous situations which may occur on campus or during sponsored events.
- 5.10. The SRO shall take law enforcement action as required. As soon as practicable, the SRO shall make the principal of the School aware of such action. At the principal's request, the SRO shall take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and related school functions, to the extent that the SRO may do so under the authority of the law. Whenever practicable, the SRO shall advise the principal before requesting additional police assistance on campus.
- 5.11. The SRO shall give assistance to other police officers and deputy sheriffs in matters regarding his/her school assignment, whenever necessary.
- 5.12. The SRO may be assigned non-campus investigations relating to runaways that attend the school to which the SRO is assigned.
- 5.13. The SRO shall maintain detailed and accurate records of the operation of the School Resource Officer Program, and shall make them available to the principal or superintendent as required by law.
- 5.14. The SRO shall not act as a school disciplinarian. However, if the principal believes an incident is a violation of the law, the principal may contact the SRO and the SRO shall then determine whether law enforcement action is appropriate. The School Resource Officer is not to be used for regularly assigned lunchroom duties, hall monitoring, bus duties or other monitoring duties. If there is a problem in one of these areas, then the SRO may assist the School until the problem is solved.

6. **RIGHTS AND DUTIES OF THE SCHOOL.**

- 6.1. The School shall provide to the SRO the following materials and facilities, which are deemed necessary for the performance of the SRO's duties:

- 6.1.1. Access to an air-conditioned and properly lighted private office which office shall contain a telephone which may be used for general business purposes.
- 6.1.2. A location for files and records which can be properly locked and secured.
- 6.1.3. A desk with drawers, a chair, work table, filing cabinet and office supplies.
- 6.1.4. Access to a computer and/or secretarial assistance.
- 6.2. The School shall be responsible for all of the operational costs of the SRO vehicle, including, but not limited to, maintenance, fuel and repairs.

7. **PAYMENT:**

- 7.1. The School shall pay to the County \$32.64 per hour for actual time the SRO spends at the School for the period of 9/1/16 to 6/30/17, which includes all costs listed on Schedule A. The County shall invoice the School quarterly upon execution of this agreement and the School shall submit payment within 30 days of receipt of each invoice.

8. **EMPLOYMENT STATUS OF SCHOOL RESOURCE OFFICER.** The School Resource Officer shall remain an employee of the Ontario County Sheriff's Office, and shall not be an employee of the School. The School and the County acknowledge that the School Resource Officer shall remain responsive to the chain of command of the Ontario County Sheriff.

9. **APPOINTMENT OF SCHOOL RESOURCE OFFICERS.** SRO applicants must meet the following requirements and be acceptable to the School:

- 9.1. The applicant must be a volunteer for the position of School Resource Officer.
- 9.2. The applicant must be an Ontario County Deputy Sheriff.
- 9.3. The applicant must possess job knowledge, experience, training, education, and appropriate appearance, attitude, communications skills and demeanor.

11. **NOTICES.** Any and all notices of any other communication herein required or permitted shall be deemed to have been given when deposited in the United States Postal Service as regular mail, postage prepaid and addressed as follows:

Philip C. Povero	Naples Central Schools
Ontario County Sheriff	Matthew Frahm, Superintendent
74 Ontario Street	136 North Main Street
Canandaigua, N Y 14424	Naples, New York 14512

Gary Curtiss
Ontario County Attorney
20 Ontario Street
Canandaigua, NY 14424

12. **GOOD FAITH.** The School, the County, their agents and employees, agree to cooperate in good faith in fulfilling the terms of this Agreement. The School Superintendent and the County Sheriff or their designees shall endeavor to resolve any difficulties or questions by negotiation.
13. **MODIFICATION:** This document constitutes the full understanding of the parties and no terms, conditions, understandings or agreement purporting to modify or vary the terms of this document shall be binding unless hereafter made in writing and signed by both parties.
14. **NON-ASSIGNMENT.** The School shall not assign or transfer this agreement to any other person or corporation without the previous consent, in writing, of the Chairman of the Ontario County Board of Supervisors.
15. **SEVERABILITY.** In the event any provision of this contract shall be or become invalid under any provision of federal, state or local law, such invalidity shall not affect the validity or enforceability of any other provision hereof.
16. **CONTRACT INTEREST.** No officer or employee of the County, who is authorized in such capacity and on behalf of the County to negotiate, make, accept or approve, or to take part in negotiating, making, accepting or approving this

contract, shall become directly or indirectly interested personally in this contract, or in any part hereof. No officer or employee of, or for the County, who is authorized in such capacity and on behalf of the County to exercise any supervisory or administrative function in connection with this contract, shall become directly or indirectly interested personally in this contract or in any part hereof.

17. **INDEMNIFICATION.** The School agrees to the fullest extent of the law:
- (a) that except for the amount, if any, of damage contributed to, caused by or resulting from the negligence of the County, the School shall indemnify and hold harmless the County, its officers, employees and agents from and against any and all liability, damage, claims, demands, costs, judgments, fees, attorneys' fees or loss arising directly or indirectly out of the negligent acts or omissions hereunder by the School or third parties under the direction or control of the School; and
 - (b) to provide defense for and defend, at its sole expense, any and all claims, demands or causes of action directly or indirectly arising out of the acts or omissions referred to in paragraph (a) and to bear all other costs and expenses related thereto.
18. **ENTIRE CONTRACT AND INCORPORATION.** This contract constitutes the entire agreement of the parties hereto and all previous communications between the parties, whether written or oral, with reference to the matter of this contract, are hereby superseded.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed and their respective seals to be hereunto affixed by their duly authorized officers the day and year first above written.

NAPLES CENTRAL SCHOOLS

By: _____
Matthew Frahm, Superintendent

ONTARIO COUNTY SHERIFF'S OFFICE

By: _____
Philip C. Povero, Sheriff

ONTARIO COUNTY BOARD OF SUPERVISORS

By: _____
Mary A. Krause, County Administrator

Authorized by the Board of Supervisors of the County of Ontario on the ____ day of
_____, 2016, pursuant to Resolution No. ____-2016.

Approved as to form and manner of execution:

Ontario County Attorney

STATE OF NEW YORK)
COUNTY OF ONTARIO) SS.:

On this ____ day of _____, 2016, before me personally came **Matthew Frahm**, to me known and known to me to be a representative of the Naples Central Schools, and the person who executed the foregoing instrument in the name of the NAPLES CENTRAL SCHOOLS, and she duly acknowledged to me that she executed the same as and for the act of said firm.

NOTARY PUBLIC

STATE OF NEW YORK)
COUNTY OF ONTARIO) SS.:

On this ____ day of _____, 2016, before me personally came Philip C. Povero, to me known and known to me to be the Ontario County Sheriff, and the person who executed the foregoing instrument in the name of the ONTARIO COUNTY SHERIFF'S DEPARTMENT, and he duly acknowledged to me that he executed the same as and for the act of said firm.

NOTARY PUBLIC

STATE OF NEW YORK)
COUNTY OF ONTARIO) SS.:

On this ____ day of _____, 2016, before me personally came Mary A. Krause, to me known and known to me to be the Ontario County Administrator and the person who executed the foregoing instrument in the name of the ONTARIO COUNTY BOARD OF SUPERVISORS, and she duly acknowledged to me that she executed the same as and for the act of said Board of Supervisors.

NOTARY PUBLIC

ACKNOWLEDGMENT

PART I

STATE OF NEW YORK)

COUNTY OF _____) SS.:

On this _____ day of _____, 2016, before me personally came **Matthew Frahm**, to me known, who, being by me duly sworn, did depose and say that she resides at _____, that she

[town/state]

is the **SCHOOL SUPERINTENDNT of NAPLES CENTRAL SCHOOLS**, the educational corporation described in and which executed the above instrument; that she knows the seal of said educational corporation; that the seal affixed to said instrument is such educational corporate seal that it was so affixed by Act of the governing body of said educational corporation, that she signed her name thereto by like Act.

Notary Public

PART II

CERTIFICATE OF AUTHORITY -

I, _____ certify that I am the **PRESIDENT** of the

[name of other municipal officer]

NAPLES CENTRAL SCHOOL BOARD, an educational corporation duly created pursuant to the laws of New York State named in the foregoing agreement; that **Matthew Frahm** who signed said agreement of the Corporation was, at the time of execution **SCHOOL SUPERINTENDENT** of the Corporation; that said agreement was duly signed for and on behalf of said Corporation by authority of **NAPLES CENTRAL SCHOOL BOARD** thereunto duly authorized, and that such authority is in full force and effect at the date hereof.

(Signature)

PART III

On this _____ day of _____, 2016, before me personally came _____, to me known, who, being by me duly sworn, did depose

[name of other municipal officer]

and say that (s)he resides at _____, that

[town/state]

(s)he is the **PRESIDENT** of the **NAPLES CENTRAL SCHOOL BOARD**, the educational corporation described in and which executed the above instrument; that (s)he knows the seal of said educational corporation; that the seal affixed to said instrument is such educational corporate seal that it was so affixed by Act of the governing body of said educational corporation, that (s)he signed his/her name thereto by like Act.

Notary Public

SCHEDULE A - Naples

		9/1/16-6/30/17	
		Cost	
		Annual	1 PT SRO Per hour
[1]	Gross Salary	\$31,158	
[2]	Fringe Benefits	\$2,792	
	Subtotal Salary & Fringe at 100%	\$33,950	
	Annual Cost of Salary, & Benefits	\$33,950	
	Hourly Cost of Salary, & Benefits		\$32.64
[3]	Overtime Hourly Cost of Salary, & Benefits		\$48.97
	Annual Estimated Cost for SRO	\$33,950	
	Anticipated School Cost - 1040 hours		\$33,950.19

[1] Salary based on current contract - at step 7 for Part time County Police Officer.

[2]	Benefits paid on Gross Wages for PT Deputy Jaus	2016/17
	FICA	7.65%
	WC	1.31%
	Retirement	0.00%
	Health Ins.	0.00%
		8.96%

[3] Overtime incurred by PT SRO for School related activities to be billed at the overtime rate.

Naples CSD Technology Department

Discarded Equipment at (July 16/15 – August 8/16)

Document Cameras

13-298 Hovercam T3

Laptops

04-107 Apple Ibook G4

06-007

06-055

06-161

07-192 Compaq 6710b

07-194 Compaq 6710b

07-199 Compaq 6710b

07-217 Compaq 6710b

07-254 Compaq 6710b

08-184 Compaq 6710b

08-325 Compaq 6710b

08-327 Compaq 6710b

09-130 Compaq 6710b

09-133 Compaq 6710b

09-139 HP Elitebook 2730p

09-140 HP Elitebook 2730p

09-144 HP ProBook 4710s

09-145 HP ProBook 4710s

09-156 HP Probook 4710s

10-117 HP Elitebook

10-118 HP Elitebook

11-088 Nexlink

Monitors

05-027

06-110

07-234

06-098

07-064

08-087

PC's

98-211

08-113 HP Compaq dc7700

06-034

08-153 HP Compaq dc7700

06-062

10-043 HP Compaq 8100

07-265 HP Compaq dc7700

Printers

01-108	04-114	08-208
02-003	07-183	08-358
03-007	07-273	09-162

Projectors

03-053	08-317	12-004
05-039	09-120	
07-233	12-001	

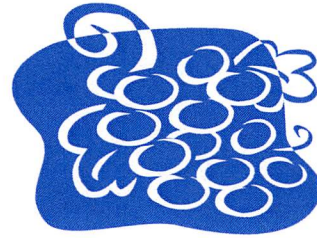
Scanners

08-259

Samsung Tablets

10-140; 10-141; 10-142; 10-143; 10-144; 10-145; 10-146; 10-147; 10-148; 10-149;
10-150; 10-151; 10-152; 10-153; 10-154; 10-155; 10-156; 10-157; 10-158; 10-159;
10-160; 10-161; 10-162; 10-163; 10-164; 10-165; 10-166; 10-167; 10-168; 10-169;
10-170; 10-171

Memo
Naples Central School



Date: July 19, 2016

To: Matt Frahm
Superintendent

From: Alyson Powers

Subject: Classroom Materials

Matt,

I am looking for permission from you and the board of education to discard the following items:

- 6 pool lane lines
- 2 boxes of Manikan Airway Masks
- 4 Annie Manikans
- 4 Ambu Adult Manikans
- 4 Junior Laerdal Manikans
- 3 Adult Laerdal Manikans
- Healthier People Binder (1989)
- Skills for Adolescence Binder (1988)

These items are dated or beyond repair and will not be utilized within the Health and PE Departments.

Sincerely,

Alyson Powers

Naples Junior-Senior High School

Academic Policy



Academic Eligibility Requirements For All Athletics And Other Extracurricular Activities

The academic education of our students is the primary function of our school system. All activities outside of the classroom require a tremendous amount of time and effort. These activities are important but will not diminish the educational function of our school.

In order to participate in any extracurricular activity or to participate in any event outside of regularly scheduled classes, a student must earn and maintain passing grades in his / her academic program of studies.

A. Guidelines for determination of student eligibility.

1. The eligibility list will not carry over from year to year. A new eligibility list will be used once school starts.
2. Students who are not making adequate effort and have a cumulative quarterly average below 65% will be placed on a teacher's failure list. Failure lists will be submitted to the Main Office by 10 a.m. every Friday.
3. Students will be placed on a teacher's failure list for failure to meet the 65% standard only.
4. Eligibility regulations include I.E.P. criteria for classified students.

B. Eligibility Status of Students

1. A student failing one or more subjects for one week will be placed on the *Academic Warning List*, and strongly advised to spend 9th period Tuesday through Friday working with the teacher who has placed him/her on the list. The student's parents/guardians will be notified of the academic situation by the school via a letter / email. This student will be restricted to assigned study-halls until he / she achieves a passing average.
2. A student failing one or more subjects for a second consecutive week or longer will be placed on the ineligible list. The student *will remain ineligible for a minimum of one week*. The student's parents/guardians will be notified of the academic situation by the school via a letter / email.
3. A student may regain eligibility status by achieving a passing grade in all classes.

C. Ineligibility restrictions:

1. Ineligible students and students who are on academic warning are restricted to study halls, and lose any building or senior privileges.
2. Ineligible students and students who are on academic warning may use the computer room or library for academic work only if they are issued a "task specific" pass by one of *their* classroom teachers.
3. Ineligible students are not permitted to participate in contests, performances, dances, extracurricular trips, club activities, class activities, and other non-curricular school activities.
4. Ineligible students will be permitted to practice for contests and performances as long as they provide the coach / advisor with a pass from the teacher (or one of the teachers if failing multiple subjects) showing that they stayed after to improve their grade. Failure to produce a pass will result in the student not being able to practice that day.
5. Ineligible students and students on academic warning may attend school events open to the public for the purpose of viewing these events.

Examples of organizations governed by eligibility regulations are (but not limited to):

AV-Library Club
Café during 9th period
Cheerleading

Peer Leadership
Photography Club
Play and Musical participation

Class Activities (senior, junior, sophomore, freshman, 8th grade, 7th grade)
Color guard & Winter guard

Prom
S.A.D.D.
School Newspaper

Dances
Drama Club
French Club
Jazz Band
Jazz Ensemble
Marching Band
Model U.N.
National Honor Society
Robotics

Senior Privileges
Senior Trip
Ski Club
Soccer Tournament (indoors)
Sports (interscholastic, intramurals)
Student Council (Jr. High & Sr. High)
Yearbook Staff
Youth Court

D. Eligibility Policy Process

1. The Ineligibility List is published on Friday afternoons, with the period of Academic Warning and Ineligibility effective Monday through the following Sunday (7 consecutive days),
 - a. *An ineligible student, who is no longer failing any courses on Friday when the eligibility list is turned in to the main office, becomes eligible immediately for the entire weekend and the next eligibility period. (Change 2006-2007) As before, a student who achieves passing status prior to that Friday does not become eligible until Friday when all courses are taken to account.*
2. For eligibility purposes, at the beginning of the second, third and fourth marking periods, a student's previous quarterly average will be considered for first week of the marking period. This holds true if the student has either *passed or failed* each course the previous marking period.
3. The second week, of the new marking period, the new average is used for eligibility purposes.
4. The weekly Academic Warning List provides information about the current academic status of our students. Teachers, advisors, and coaches may work with, and encourage individual students to improve academic success.
5. Academic Eligibility Guidelines are designed to support the academic program for students at the Naples Jr. Sr. High School. The Academic program *is not* designed to meet the requirements of the Eligibility Guidelines. Teachers *are not* required to give grades each and every week, accept late work, or give extra credit just to make students eligible. The teacher's job is to teach content and skills and to evaluate the performance of our students.

E. Disciplinary ineligibility is determined by administrative action.

1. **In-School Suspension** – Students are *ineligible* to participate in all school activities for that entire day.
2. **Out-of-School Suspension** – Students are *ineligible* to participate in all school activities for at least the duration of the suspension.

F. Composition and Responsibilities of the Eligibility Committee

1. The Principal will identify the Committee Members at the beginning of each school year. The composition of the Committee will consist of a minimum of one administrator, one teacher involved in an extracurricular activity, one teacher-coach, one special education teacher, and at least one other teacher.
2. The Eligibility Committee will be responsible for cases involving scholarship, which includes academic failures(s) and unsatisfactory effort

3. The Committee shall determine eligibility and the length of the ineligibility (Monday through Sunday unless otherwise stated). The decisions of the Committee will be final unless an appeal is made to the Principal who finds:
 - a. The allegations, which the Committee used for the decision, were false or misrepresented
 - b. Alternatively, the Committee made an unfair or unjust decision.
4. If students are not in agreement with the decision of the Principal, they may next appeal to the Superintendent of Schools and after that, the Board of Education.
5. The Eligibility Committee will meet as needed, as determined by the Principal.

Naples Junior-Senior High School

Athletic and Extracurricular Policy and Permission Booklet



“Naples Central School is committed to excellence in athletics as part of a larger commitment to excellence and education. We view athletics to be an integral part of the school community and thus will follow and honor Naples Central School’s overall institutional mission.”

Philosophy

The student athlete represents his or her school and its community and therefore is held to a high standard. Student athletes are our school’s ambassadors to our community and to the schools with whom we compete. They are often leaders in school and role models to children not yet old enough to play sports.

Participation in interscholastic athletics is a privilege, not a right. Students wishing to take advantage of the opportunities presented to them by the Naples Central School District must show a commitment to the athletic program by regular attendance at practices and contests, as well as conformity to the rules established by the district and/or coach. Failure to comply with the rules of conduct will result in appropriate disciplinary action or dismissal from the team.

Objectives

Teamwork / Group-work: The idea will be nurtured that team or group and it’s objectives are placed at a higher level than personal desires. Participants will find value in becoming actively involved in school related activities.

Development of the Concept of Accountability: The student will learn that he/she is responsible for his/her behavior and consequences are attached to those behaviors. Positive behaviors bring about positive responses.

Positive Attitude: The participant will always give their best, regardless of success or defeat. A successful participant must learn to treat others as he or she would have others treat him or her. Everyone must develop desirable social traits, including emotional control, honesty, cooperation, and dependability.

Development of Positive Personal Health Habits for Athletes: Athletes will learn to obtain and maintain a high degree of physical fitness through regular exercise and good health habits. Another objective is to develop the desire to maintain a high level of fitness in the athlete’s future years.

Responsibilities of the NCS Participant

Being a member of a NCS team or club is the fulfillment of an ambition for many students. The attainment of that goal carries with it certain traditions and responsibilities. As a member of an NCS athletic team or club, you have inherited a wonderful tradition, a tradition you are challenged to uphold.

Responsibilities to Yourself: The most important responsibility is to develop strength of character. One should try to achieve the greatest possible benefit from his/her high school experiences. A participant best prepares himself/herself for adult life through his/her studies, athletics, and other positive extra-curricular activities.

Responsibilities to Your School: When an individual in athletics or extracurricular activities participates to the best of his or her abilities, he or she contributes to the reputation of his or her school. NCS cannot maintain its position as an outstanding district without the help and cooperation of its participants.

A participant with the NCS program automatically assumes a leadership role. The student body, as well as the citizens of the community, know you. In turn, your conduct and attitude reflect on our school. **Make Naples proud of you! Make your community proud of your school!**

The younger students of NCS are constantly watching you. In many ways, they will want to emulate you. Provide them with a good example! Don't let them down!

Requirements Prior to Participation

Medical Clearance by the School: It is required by state law that each athlete be medically cleared and approved by the school physician. For that reason, athletes are required to fill out paperwork that participants in extracurricular clubs are not. The school will provide each student with the opportunity to be examined by the school's physician at no cost. An athlete may choose to be examined by his/her own physician, but must assume the expense incurred. The school physician, in any case, has final authority in ruling on an athlete's medical clearance.

The "Athletic Participation Form" can be found at:

[Athletic Participation Form](#)

These rules of eligibility have been established for the benefit of our extracurricular participants. If our school is to excel in extracurricular activities and competitions, we must first discipline our conduct and behavior as individuals; then as a team; and then as a school. If you are not currently participating in an extracurricular activity and violate this policy, the penalty will be imposed on the date that determination is made and may affect future participation. In addition to athletic teams, this Policy and Permission Booklet applies to students participating in all extracurricular activities at NCS.

Naples Athletic Program Design

Modified Level:

- Emphasis is placed on developing good sportsmanship, team strategies, and individual sports skills.
- Although winning must be part of any program that centers on competition, at this level it will be a secondary goal.
- Coaches will make every effort to have each team member participate in every contest. Playing time is not based solely on an individual's skill level. **Everyone should be aware that all team members are not guaranteed equal playing time.** Cuts due to a high number of players should not be made.

Junior Varsity Level (Or Modified A / Two Step Programs):

- A continued emphasis is placed on developing good sportsmanship and individual sport skills.
- Team strategies and tactics become more important while the team concept of being competitive and successful receives more attention.
- Winning contests takes on new meaning because when a team wins, valuable lessons in developing the team concept of working together are easily understood. Skill level and sportsmanship becomes a factor in determining playing time and athletes need to learn the relationship of performance, work ethic, attitude and teamwork to the rewards of increased playing time. Cuts may be made by the coach. (Not at the Modified A level)

Varsity:

- Coaches spend considerable time on team strategies and tactics.
- Sportsmanship becomes of great importance because a varsity team represents our community at the highest level of interscholastic athletics.
- Coaches will make decisions about playing time based on the goal of being competitive in each contest. **Often this means some athletes will not play in a game or several games.** The decision-making process of coaches, the performance level and attitude of athletes all play a major role in winning contests, which is a goal of varsity sports. Cuts may be made by the coach.

Communication Process

Parenting and coaching are both rewarding and at times, challenging vocations. By establishing an understanding of each position, we are better able to accept the actions of the others and provide greater benefits to our students. As parents, when a child becomes involved in athletics, he/she has a right to understand the important expectations.

Communication You Can Expect From the Coach

- Philosophy of the coach
- Expectations the coach has for your child as well as all members of the team
- Location and times of all practices and contests, as well as, policies on pick up times
- Team requirements, i.e.:special equipment, off season conditioning
- Procedures should your child be injured during practices or contests

- Discipline that results in the denial of your child's participation

Communication Your Coaches Can Expect From Parents

- Concerns expressed directly to the coach
- Notification of any schedule conflicts well in advance
- Specific concerns regarding a coach's philosophy and/or expectations

As your child becomes more involved in the programs at Naples Central School, they will experience some of the most rewarding moments of their lives. It is important to understand, however, that there may be times when things do not go the way you or your child wishes. At these times, discussion with the coach is encouraged.

Procedure to Use in Discussing Concerns with Coaches

1. **The Student - Athlete** talks to the coach before / after practice or sets up a meeting to discuss the concern. No conversation should take place immediately prior / following a contest.
2. **Parent and athlete discuss the concern with the coach.** (Note: Step 2 will not happen until Step 1 has been attempted. While we understand that some athletes may feel anxious about talking to the coach, we feel it is necessary to begin teaching our student athletes that they need to learn to advocate for themselves. A parent should not be voicing an initial concern to a coach that the student athlete has not previously raised.) As stated above, avoid the four topics that are not appropriate to discuss with the coach and DO NOT attempt to confront a coach before or after a contest or practice. This can be an emotional time for all parties.
3. **Parent and Athlete discuss the situation with the Athletic Director.** This step will not occur until Step 1 and Step 2 have been met. The Athletic Director will not discuss the four topics that are not appropriate to discuss with the coach.
4. **Parent and athlete discuss the situation with the Building Principal** (Building Principal will not discuss the four topics that are not appropriate to discuss with the coach)
5. **Parent and athlete discuss the situation with the Superintendent** (Superintendent will not discuss the four topics that are not appropriate to discuss with the coach)
6. **Parent and athlete discuss the situation with the Board of Education** (BOE will not discuss the four topics that are not appropriate to discuss with the coach)

We understand that athletics, at their very heart are competitive in nature. This has the potential to bring about questions and concerns throughout a season. A parent / student athlete may discuss the following items with the coach;

Appropriate Concerns to Discuss with Coaches

- The treatment of your child mentally and physically

- Ways to help your child improve
- Concerns about your child's behavior

As a parent, at times, it is very difficult to accept a child's playing time or role within the team. Coaches are professionals. They make judgements based on what they believe to be best for the team. As you have seen from the list of "Appropriate Concerns to Discuss with Coaches", certain topics can be and should be discussed with a child's coach. Other issues however, such as those listed below, should be left to the discretion of our professional coaching staff.

Issues NOT Appropriate to Discuss with Coaches

- Playing Time
- Team Strategy
- Play Calling
- Other student-athletes

Provisions For Attending Athletic Contests For Parents

1. Be respectful of the team's space and please don't enter the players area at anytime to hold discussions with your student - athlete or other student - athletes.
2. Please refrain from coaching your student - athlete or other student - athletes during a practice or contest.

Participation Guidelines For Students

Extra-curricular participation is a privilege that carries with it responsibilities to the school, to the team, to the student body, and to the community. Participants assume responsibility as an ambassador of the district, on and off school property, during the season. When participants accept this privilege, they must abide by:

- Substance Training Guidelines
- Code of Conduct Guidelines

I. Substance Training Guidelines (Grades 9-12)

Training rules address the use of tobacco products, alcohol, or controlled substances. (Consumption of alcohol while participating in religious services or ceremonies does not constitute a violation of the Substance Training Guidelines.) No participant may possess, use, distribute, manufacture, or be in the presence of:

- Tobacco products
- Illegal drugs and paraphernalia
- Alcoholic beverages

- Look-alikes
- Electronic/smokeless/vapor cigarettes

Law enforcement officials may be called in at any time. A more severe penalty may result if an athlete denies guilt and he or she is later found to be guilty. Students violating this guideline shall be subject to at least:

1. First Offense (first violation committed while the participant is a member of any sport or extracurricular club): The participant will be suspended from all extracurricular sports/activities for the next five days that the sport/club is in session from the time of the decision. While the individual may still attend athletic events as a spectator, he/she will not be able to participate in activities such as dances, activity nights, rehearsals, etc. until the suspension is over. The suspension will be carried over to the following season if necessary. The participant must also meet with a school-designated counselor for sessions of substance counseling. The school counselor will identify the number of counseling sessions the individual must attend (minimum of two), and the counseling may extend beyond the suspension of the student from extracurricular participation. Ex: A student might be able to resume participating before they have fulfilled their required substance counseling obligations.

2. Second Offense (second violation committed while the participant is a member of any sport or extracurricular club): The participant will be suspended from all extracurricular sports/activities for the next ten weeks that the sport/club is in session from the time of the decision. The suspension will be carried over to the following season if necessary. The participant must also meet with a school-designated counselor for sessions of counseling outside instructional time. The school counselor must also agree to the number of sessions and the athlete's release from counseling before the athlete can resume participation.

3. Third Offense (third violation committed while the participant is a member of any sport or extracurricular club): The participant will be banned from all extracurricular sports for the remainder of his/her high school career.

4. Reinstatement: After one calendar year, a participant may apply to the Athletic Director for reinstatement to the Athletic Program or to the High School Principal for reinstatement to the extracurricular activity. Sufficient evidence must be provided to indicate the necessary steps have been taken to address the participant's behavior/choices. Application does not guarantee reinstatement. The school counselor must also agree to the participant's release from counseling before the participant can resume participation.

5. Self-reporting: If a participant self-reports for assistance in dealing with his/her alcohol or other drug use, he/she will be referred to a school counselor. Amnesty from discipline will continue as long as a participant follows his/her recommended treatment program, he/she will be subject to the regular regulations regarding extra-curricular activities. This section does not apply to a participant being investigated for training rule violations. This is a one-time-only amnesty arrangement that is valid for only one such reported incident.

In addition, a situation might arise where a participant accidentally finds themselves surrounded by individuals using tobacco products, alcohol, or other controlled substances. Because participants are not permitted to be in the presence of such substances, the participant will need to leave the area immediately and report the incident to a coach, an advisor, a school counselor, or school administrator within the next 24 hours to avoid an athletic suspension.

6. Substance Training Rules (Grades 7-8): Training rules address the use of tobacco products, alcohol, or controlled substances. No participant may possess, use, distribute, or manufacture tobacco or alcohol or any other drug, or use or possess drug paraphernalia at any time. The same three steps above for participants in grades 9-12 will be followed for an participant's seventh and eighth grade career. Once a participant is a ninth grader, he/she will start with a clean slate. A selectively classified seventh or eighth grade participant will be treated as a junior-high athlete or participant for any alleged violations.

II. Code of Conduct Guidelines

All athletes must abide by the Naples Code of Conduct. Conduct rules for non-team or non-club issues address violations of school rules, as well as violations of good citizenship. Some examples of unacceptable behavior both on and off school property include: unsportsmanlike conduct; truancy or illegal absence from school or classes; insubordination; fighting; lack of cooperation with school personnel; vandalism; internet misconduct; violation of the rights of others; bullying; stealing; hazing; assault; and harassment.

If school rules are broken, a participant will face school penalties associated with the infraction as well as any consequences outline herein. In serving penalties, special consideration will not be given to an athlete beyond those given to all students. If a student is serving a half or full day of "in school" or "out of school" suspension on a particular day or days, he/she is also banned from practices or events for that day.

All coaches or advisors reserve the right to determine an appropriate disciplinary action for failure to abide by the team's/club's code of conduct. The consequence will be based on the nature of the misconduct, the level of severity, and the number of times it occurs. The disciplinary action set by the coach may include, but is not limited to, warnings, playing time reductions, game suspensions, and dismissal from the team. A coach, advisor, Principal, or Athletic Director may refer the case to the Athletic Review Board if he/she so chooses.

Yellow - Red Policy

Public Conduct on School Property

The district is committed to providing an orderly, respectful environment that is conducive to learning. To create and maintain this kind of an environment, it is necessary to regulate public conduct on school property and at school functions. For purposes of this section of the code, “public” shall mean all persons when on school property or attending a school function including students, teachers and district personnel.

The restrictions on public conduct on school property and at school functions contained in this code are not intended to limit freedom of speech or peaceful assembly. The district recognizes that free inquiry and free expression are indispensable to the objectives of the district.

The purpose of this code is to maintain public order and prevent abuse of the rights of others. All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner. In addition, all persons on school property or attending a school function are expected to be properly attired for the purpose they are on school property. As appropriate, the District’s Yellow/Red Card Zone procedures will be in effect.

A. Prohibited Conduct

No person, either alone or with others, shall:

1. Intentionally injure any person or threaten to do so. (red)
2. Intentionally damage or destroy school district property or the personal property of a teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson. (yellow or red)
3. Disrupt the orderly conduct of classes, school programs or other school activities. (yellow or red)
4. Distribute or wear materials on school grounds or at school functions that are obscene, advocate illegal action, appear libelous, obstruct the rights of others, or are disruptive to the school program. (yellow or red)
5. Intimidate, bully, harass or discriminate against any person on the basis of race, color, creed, national origin, religion, age, gender, sexual orientation, disability or any other legally protected status. (red)
6. Enter any portion of the school premises without authorization or remain in any building or facility after it is normally closed. (yellow or red)
7. Obstruct the free movement of any person in any place to which this code applies. (yellow or red)
8. Violate the traffic laws, parking regulations or other restrictions on vehicles. (yellow or red)
9. Possess, consume, sell, offer, manufacture, distribute or exchange alcoholic beverages, controlled or illegal substances, or any synthetic versions (whether or not specifically illegal or

labeled for human consumption), or be under the influence of either on school property or at a school function. (red)

10. Possess or use weapons in or on school property or at a school function, except in the case of law enforcement officers or except as specifically authorized by the school district. (yellow or red)

11. Loiter on or about school property. (yellow or red)

12. Gamble on school property or at school functions. (yellow or red)

13. Use tobacco products on school property. (yellow or red)

14. Refuse to comply with any reasonable order of identifiable school district officials performing their duties. (yellow or red)

15. Willfully incite others to commit any of the acts prohibited by this code. (yellow or red)

16. Violate any federal or state statute, local ordinance or Board policy while on school property or while at a school function. (yellow or red)

17. Pet owners are responsible to make sure animals do not urinate, defecate or commit any nuisance upon any playground, athletic field or other student-occupied area. Should an accident occur the pet owner is personally responsible for any and all cleanup. (yellow or red)

18. Use profanity or any form of vulgar language. (yellow)

19. Use negative remarks to/about officials, players, coaches, or other spectators. (yellow)

20. Display actions of poor sportsmanship. (yellow)

B. Penalties

Persons who violate this code shall be subject to the following penalties:

1. Visitors. Their authorization, if any, to remain on school grounds or at the school function shall be withdrawn and they shall be directed to leave the premises. If they refuse to leave, they shall be subject to ejection.

2. Students. They shall be subject to disciplinary action as the facts may warrant, in accordance with the due process requirements.

3. For purposes of community events, including interscholastic competition, the designated Yellow and Red Card Zone procedures shall be followed.

C. Enforcement

The building principal or his or her designee shall be responsible for enforcing the conduct required by this code. When the building principal or his or her designee sees an individual engaged in prohibited conduct, which in his or her judgment does not pose any immediate

threat or injury to persons or property, the principal or his or her designee shall tell the individual that the conduct is prohibited and attempt to persuade the individual to stop.

The principal or his or her designee shall also warn the individual of the consequences for failing to stop. If the person refuses to stop engaging in the prohibited conduct, or if the person's conduct poses an immediate threat of injury to persons or property, the principal or his or her designee shall have the individual removed immediately from school property or the school function. If necessary, local law enforcement authorities will be contacted to assist in removing the person.

This enforcement may come in the form of a "yellow or red card" which will alert the individual of consequences or possible actions if conduct does not improve.

The district shall initiate disciplinary action against any student or staff member, as appropriate, with the "Penalties" section above. In addition, the district reserves its right to pursue a civil or criminal legal action against any person violating the code.

Athletic / Extracurricular Review Committee

The Athletic/Extracurricular Review Committee will consist of the High School Principal, Athletic Director, a current teacher of the athlete's choice, and a varsity coach or advisor not directly involved with the sport or club in question who teaches in the school district. The job of the Athletic/Extracurricular Review Committee will be to make decisions that need to be made which are not covered in the Athletic/Extracurricular Handbook. They will also hear appeals of decisions regarding Substance Training Guidelines and Code of Conduct Guidelines Concerning Non-team or non-club Issues. The Principal will conduct the meeting. The Principal will make the final determination based on the discussions and findings of the committee.

Additional Athletic / Extracurricular Policies

Academic Eligibility: Participants will follow the regular school Academic Policy. A copy of the policy is available in the Main Office.

Advanced Placement Process (APP): According to a paraphrase from the New York State Department of Education; "Normally, a student is eligible for senior high athletic competition in a sport during each of four consecutive seasons, beginning with entry into the ninth grade. However, by satisfying the requirements of the APP, a student may receive extended eligibility that permits (a) participation during five consecutive seasons in the approved sport, after entry into the eighth grade or (b) participation during six consecutive seasons in the approved sport, after entry into the seventh grade. The program is not to be used to fill positions on teams, provide additional experience, provide a place for junior high students when no modified program is offered, or reward a student. Instead, it is aimed at the few select students who can benefit from such placement because of their level of readiness. In order to qualify for APP consideration, students, teachers, coaches, or parents/guardians may request the director of physical education/athletics to process a student through the APP screening procedure." If you

believe your child may qualify to undergo this evaluation, click the link below to start the process.

[Athletic Placement Process \(APP\)](#)

Coaches Evaluation During APP Process: Once a student has passed through the levels of the APP and arrives at the coach's evaluation portion; The athlete must be deemed ready to play at the level **by the coach**. In regards to playing time; if the coach does not feel the athlete will play **more than 70%** of the time the Athletic Director will deny the request. If an athlete is being considered to move up they should be getting significant playing time. If an athlete doesn't meet the 70% mark on the coaches evaluation that means the student is not ready to be placed at a higher level and therefore, should be left at the appropriate level to gain more experience and more skill development.

Attendance Policies

School Attendance: A participant who misses school or part of school because of illness is not allowed to participate in that day's athletic practice, rehearsal, competition, etc. "If a participant is too sick to be in school, the participant is too sick to play." Note: This does not pertain to a participant who visited a doctor on that specific day (excused absence). A participant must be on time to school and attend all classes, lunch, and study halls to participate in practices and games, unless excused by the High School Principal, the Attendance Clerk, or the Athletic Director. If a participant misses school due to an excused absence, it is the participant's responsibility to get a signed yellow pass to participate in practice or games later in the day. If a student is late for school or needs to leave for reasons not listed in the Athletic/Extracurricular Policy, he or she may request a yellow pass to practice or play from the Athletic Director, the Principal, or the Attendance Clerk. If the reason for lateness or leaving school is deemed legitimate, a pass will be issued.

Vacations: Family vacations that occur on official school days will be handled as per the District's Attendance Policy.

It is important to note that the District recognizes the importance of family time and vacations. No coach or advisor will adversely discourage a student from participating in a family vacation when school is not in session. When parents and students choose to take family vacations during seasons of competition it must be understood that the time missed by the student-athlete may affect team chemistry, personal conditioning, or activity readiness. To be fair to all members of the team/club, students who miss practices or competitions for any reason may see adjustments in positions or playing time. The coach may determine that those students who were present for the practices/competitions are better conditioned for participation in competitive athletics or prepared for an extracurricular activity than those who have not attended all scheduled events (practices and contests).

Practice Attendance: All participants need to be in attendance at all scheduled practices unless excused by the coach. Unexcused absences may result in suspension or dismissal from the team.

Quitting, Dismissal, and Cuts: An athlete who quits or is dismissed from an activity is ineligible to participate in that activity for the remainder of the season. He/She will not be able to go out for another sport during the season unless he/she has the approval of the Athletic Director and all coaches involved. An athlete who quits or is dismissed from an activity will also forfeit awards and letters earned for that activity. An athlete cut from a sport can play another sport that season with the approval of both coaches and the Athletic Director.

Equipment/Uniforms: Equipment and clothing issued to an athlete is school property and is to be used and worn only during practice sessions and contests. The athlete must return all equipment and clothing issued during the season. Failure to do this may make the athlete ineligible to participate in any other sport. The athlete may not be eligible for letters, pins or team awards. The athlete may be required to pay for the replacement of unreturned or lost articles. The athlete may be given detention.

Injuries: It is extremely important to report all injuries immediately to the head coach. Appropriate paperwork will be completed by the coach and submitted to the high school Nurse.

Transportation: When possible, each participant should be transported to and from all away contest/practices by school-authorized vehicles. Travel time is an integral part of being on an athletic team or club. It affords time to the advisors, coaches and athletes to prepare prior to the contest and to reflect on the contest afterwards. The only exception to this policy would be a written request on an athlete's "Ride Sign-out Permission Slip" that is signed by the parent/guardian and turned in to the High School Principal 24 hours in advance of the scheduled athletic contest, performance, or competition. In this case, it is understood that the participant must be transported after the contest by their parent/guardian or other designated adult. This does not include a participant's friends, siblings, significant others, etc.

REGULATION

2016

5684R

Non-Instructional/Business
Operations

SUBJECT: USE OF SURVEILLANCE CAMERAS IN THE SCHOOL DISTRICT AND ON SCHOOL BUSES

The following rules and regulations implement the District's policy on the use of video surveillance cameras on District property, including school buses. Through these rules and regulations, the District seeks to protect students, staff, visitors, and District property.

- 1) The building principal or his/her designee in conjunction with the Superintendent of Schools will determine when and where video surveillance cameras are to be used;
- 2) The building principal or his/her designee is the only individual permitted to conduct an initial review of the surveillance camera recording(s), when necessary;
- 3) Surveillance recordings will generally be promptly erased or reused unless the building principal or his/her designee determines that those recordings should be preserved for use in disciplinary proceedings or other investigations;
 - a. If surveillance recordings are to be used in student disciplinary proceedings or other investigations, those recordings will be maintained as an educational record in accordance with relevant law and regulation, including the Family Educational Rights and Privacy Act ("FERPA");
 - b. Students may be permitted to view certain portions of surveillance camera recordings that are maintained by the District to the extent that they are used as evidence in their own disciplinary hearing. Those students and/or the parent or guardian may be entitled to obtain a copy of those portions of the recording at their own personal expense.
- 4) Surveillance recordings are generally not available for viewing by the public, District employees, or the media. Access to surveillance recordings will be limited in order to maintain the integrity and confidentiality of the recordings. To that end, certain District administrators or teachers may be permitted to view segments of the recording for the purpose of documenting disciplinary issues, criminal activity, or other educational reason as determined by the building principal or his/her designee or the Superintendent;
- 5) There may be occasions pursuant to court order, subpoena, or law, where the building principal or his/her designee or the Superintendent is authorized to make video surveillance camera recordings available to law enforcement officials or the Office of Children and Family Services.

Adopted: 08/18/16

REGULATION

2016

7110R

Students

SUBJECT: STUDENT DISMISSAL PRECAUTIONS

The building principal will maintain lists of individuals who are authorized to obtain the release of students in attendance at the school. No student may be released in the custody of any individual who is not the parent or guardian of the student unless the individual's name appears on the list.

Parents or guardians may submit a list of individuals authorized to obtain the release of their children from school at the time of the child's enrollment. A parent or guardian may amend this list, in writing, at any time.

Certified copies of any court order or divorce decrees provided by the custodial parent or guardian, which restrict a parent or guardian's ability to seek the release of his or her child, will be maintained by the building principal.

Individuals seeking the release of a student from school must report to the school office and present identification deemed satisfactory by the building principal or designee. He or she must check the authorized list and relevant court orders or divorce decrees before a student may be released.

The building principal or designee may release a student to an individual not appearing on the approved list only if he or she has determined that an emergency exists and the parent or guardian has been contacted and has approved the release.

Adopted: 08/18/16

By-Laws

SUBJECT: BUSINESS OF THE ANNUAL DISTRICT ELECTION

The Board will appoint a qualified voter as chairperson of the Annual District Meeting and Election/Budget Vote.

The chairperson will call the Annual District Meeting to order and proceed to the following order of business:

- a) Designate District Clerk as clerk of the election and assistant clerks;
- b) Designate tellers and/or inspectors of election as previously appointed by the Board;
- c) Read the notice of call of the election by the Clerk;
- d) Open the voting process, whether by machine or paper ballot;
- e) Close the voting process;
- f) Receive the Clerk's report of the election results;
- g) Adjourn.

Education Law Sections 1716, 2025 and 2601-2613

Adopted: 06/27/07
Revised: 08/18/16

Community Relations

SUBJECT: 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 and/or state law, and procedures established by the Superintendent or 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 reduce its effects, however, may qualify as a service animal.

Where reasonable, the Board of Education 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 designee may create procedures, regulations and/or building-specific rules regarding the use of service animals and miniature horses on school grounds by individuals with disabilities.

28 CFR §§ Sections 35.104, 35.136, 35.139

Adopted: 01/22/14
Revised: 04/09/14
Revised: 08/18/16

Community Relations

SUBJECT: VISITORS TO THE SCHOOLS

All visitors will be required to report to the Main Office upon arrival at school and state their business. Visitations to classrooms for any purpose require permission in advance from the building principal in order to allow teachers the opportunity to arrange their schedules to accommodate these requests.

When individual Board members visit the schools, 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 durations 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.

It is a Class B misdemeanor to remain unlawfully in a public school building, or to refuse to leave the premises when personally asked to by a principal, custodian or other person in charge.

Education Law Section 2801
Penal Law Sections 140.10 and 240.35

Adopted: 06/27/07
Revised: 01/25/12
Revised: 08/18/16

Community Relations

SUBJECT: DISTRIBUTION OF MATERIALS TO STUDENTS

The District recognizes that collaboration with the broader community is critical in the achievement of the Naples Central School District's mission and goals. Therefore, as a service to the community, the Board allows distribution of information through school- or system-designated communication channels, or through students. However, the Board also recognizes the responsibility of the school system to provide a learning environment that is free from disruption. It is also the Board's intention that the use of school time, personnel and resources to accommodate the distribution of materials be kept to a minimum and not interfere with educational functions. In this regard, it is the intent of the Board to designate the appropriate manner for materials to be distributed. Approval to disseminate or display materials in the Naples Central School District does not imply Board or school system endorsement of the organization or the information it disseminates.

All distribution of materials and announcements by community organizations in or through school or students will comply with the following guidelines:

- 1) Materials include the following statement:

This program is not a Naples Central School District program. Procedures, supervision, and insurance for children participating in this program are the responsibility of our organization and of the parent. The distribution of this flyer by NCS is for informational purposes and in no way should it be considered that the School District endorses our program and program philosophy. Finally, the Naples Central School District reserves the right to withhold distribution of these materials.

- 2) Materials must receive approval by an NCS administrator before being distributed
- 3) Materials will be distributed for programs that promote participation in student activities.
Information regarding fundraisers will not be distributed
- 4) Materials being distributed to students need to be copied and bundled by the sponsoring organization. Contact the Main Offices for information regarding the number of copies needed
- 5) Materials will be distributed once per month, on a day designated by the building principal

Adopted: 05/02/12
Revised: 08/18/16

SUBJECT: FACILITIES: INSPECTION, OPERATION AND MAINTENANCE**Operation and Maintenance**

The Board, through the Superintendent and his/her staff, has the responsibility of protecting the District's facilities through a systematic maintenance program. The program shall include periodic preventive maintenance activities, long-range maintenance schedules and emergency repair procedures. The District will make reasonable attempts to ensure that all maintenance work will be carried out in the least intrusive manner.

Construction and Remodeling of School Facilities

The District will ensure all capital projects and maintenance comply with the requirements of the New York State Uniform Fire Prevention and Building Code, the Manual of Planning standards and the Commissioner's regulations. Relevant documentation regarding all new buildings must be formally submitted to the State Education Department no matter the size or cost. The New York State Education Department Office of Facilities Planning has provided an Instructional Guide on their official website.

Plans and specifications for the erection, enlargement, repair or remodeling of facilities of the District shall be submitted to the Commissioner consistent with applicable law.

Plans and specifications submitted to the Commissioner shall bear the signature and seal of an architect or engineer licensed to practice in the State of New York. The architect or engineer who sealed the plans and specifications shall also certify that the plans and specifications conform to the standards set forth in the State Uniform Fire Prevention and Building Code and the State Energy Conservation Construction Code.

For remodeling or construction projects the District shall assure compliance with the requirements of the State Uniform Fire Prevention and Building Code and Commissioner's Regulations. The District will also retain the services of an architect or engineer licensed to practice in New York State as required by law or regulation, or as necessary given the scope and cost of the project.

Carbon Monoxide Detection Requirements

All new and existing District buildings that have appliances, devices, or systems that may emit carbon monoxide, and all attached garages, must have a means to detect carbon monoxide. Buildings include school buildings, administrative buildings, bus maintenance facilities, concession stands, and field houses. Carbon monoxide may be produced by fuel-fired heating systems (boilers, HVAC units, and makeup air units), emergency or standby electric generation within a building, fuel-fired kitchen equipment (ranges, ovens, steamers, dishwashers, and makeup air units serving hoods), fuel-fired domestic hot water heaters, laboratory/shop equipment (gas outlets, torches, gas-fired kilns, and stationary or portable engines), maintenance and storage areas with fuel-fired equipment, and in garages.

(Continued)

Non-Instructional/Business
Operations**SUBJECT: FACILITIES: INSPECTION, OPERATION AND MAINTENANCE (Cont'd.)**

The District may use a self-contained carbon monoxide alarm, a carbon monoxide detection system, or both. The District will comply with all laws and regulations regarding alarms/detectors, including where they must be located, their power sources, and labeling requirements. The District should develop written standard operating procedures to follow when a carbon monoxide detector is activated.

Inspections

The District is mindful of the health and safety of its students, staff, and visitors and, as such, the District administration will cooperate with appropriate officials conducting health, fire, asbestos, bus, and boiler inspections. In addition, the administration shall keep the Board of Education informed of the results of such inspections in a timely fashion.

In accordance with the Asbestos Hazard Emergency Response Act (AHERA), the District will inform all employees and building occupants (or their legal guardians) at least once each school year about all asbestos inspections, response actions, post-response action activities, as well as triennial re-inspection activities and surveillance activities that are either planned or in progress. The District will provide yearly notification to parent, teacher, and employee organizations on the availability of the District's asbestos management plan and any asbestos-related actions taken or planned in the school.

To help protect staff, students, and visitors from contracting Legionnaires' disease from Legionella bacteria, the District will register any cooling towers it owns with NYSED, providing the information in any form that the Department requires. The District will also adhere to the inspection, annual certification, and maintenance program and planning requirements mandated by NYSED. Further, the District will maintain records regarding all inspection results, corrective action, cleaning and disinfection, tests, and certifications for at least three years. The District will keep a copy of its required maintenance program and plan on the premises where the cooling tower is located.

Comprehensive Public School Building Safety Program (Rescue)

To ensure that all school facilities are properly maintained and preserved and provide suitable educational settings, the Board of Education requires that all occupied school facilities which are owned, operated or leased by the District comply with the provisions of the Comprehensive Public School Building Safety Program, the Uniform Code of Public School Building Inspections, and the Safety Rating and Monitoring as prescribed in Commissioner's Regulations. For this reason, the District shall develop a Comprehensive Public School Building Safety Program in accordance with Commissioner's Regulations.

(Continued)

SUBJECT: FACILITIES: INSPECTION, OPERATION AND MAINTENANCE (Cont'd.)

The program shall be reevaluated and made current at least annually, and shall include, at a minimum, the following:

- a) A five (5) year capital facilities plan which will include an appraisal of the following: the educational philosophy of the District, with resulting administrative organization and program requirements; present and projected student enrollments; space use and State-rated student capacity of existing facilities; the allocation of instructional space to meet the current and future education program and service needs, and to serve students with disabilities in settings with nondisabled peers; priority of need of maintenance, repair or modernization of existing facilities, including consideration of the obsolescence and retirement of certain facilities; and the provision of additional facilities.
- b) A District-wide building inventory, which will include information pertaining to each building including, but not limited to:
 - 1. Type of building, age of building, size of building;
 - 2. Rated capacity, current enrollment;
 - 3. List of energy sources and major systems (lighting, plumbing, electrical, heating); and
 - 4. Summary of triennial Asbestos Inspection reports.
- c) A building condition survey shall be conducted for all occupied school buildings once every five (5) years by a team that includes at least one (1) licensed architect or engineer.
- d) A District-wide monitoring system which includes:
 - 1. Establishing a Health and Safety Committee;
 - 2. Development of detailed plans and a review process of all inspections;
 - 3. Procedures for a response in writing to all inquiries about building health and safety concerns, a copy of which will be sent to the District's Health and Safety Committee for oversight, and a copy kept on permanent file.
- e) Procedures to ensure the safety of the building occupants while a construction/renovation project is taking place. These procedures will include:
 - 1. Notification to parents, staff and the community at least two (2) months in advance of a construction project of ten thousand dollars (\$10,000) or more to be conducted in a school building while the building is occupied; provided, however, that in the case of emergency construction projects, such notice shall be provided as far in advance of the start of construction as is practicable;

(Continued)

SUBJECT: FACILITIES: INSPECTION, OPERATION AND MAINTENANCE (Cont'd.)

2. A plan to ensure that all contractors comply with all health and safety issues and regulations, and wear photo identification badges;
3. An opportunity for the District's Health and Safety Committee to conduct a walk-through inspection of newly renovated or constructed areas to confirm that the area is ready to be reopened for use; and
4. An emergency plan which will address potential concerns with the capital project including, but not limited to, evacuation procedures, fire drills, and structural failures.

Asbestos Inspection: 40 Code of Federal Regulations (CFR) Part 763, Subpart E

15 USC Sections § 2641-2656

Carbon Monoxide Detection: 19 NYCRR § 1228.4

Fire Inspection: Education Law Section § 807-a

8 New York Code of Rules and Regulations (NYCRR) Section § 155.4

Health and Safety Committee: 8 New York Code of Rules and Regulations (NYCRR) Section § 155.4(d)(1)

Legionella Protection: 10 NYCRR § 4.1, *et seq.*

Plans and Specifications: Education Law Sections § 408, 408-a and 409

8 New York Code of Rules and Regulations (NYCRR) Sections § 155.1 and 155.2

19 New York Code of Rules and Regulations (NYCRR) Sections § 1221-1240

Structural Safety Inspections: Education Law Sections § 409-d, 409-e, 3602 and 3641(4)

8 New York Code of Rules and Regulations (NYCRR) Sections § 155.1, 155.3, 155.4(b)(1)

Adopted: 06/27/07

Revised: 05/02/12

Revised: 11/04/15

Revised: 08/18/16

Non-Instructional/Business
Operations**SUBJECT: DISTRICT WELLNESS POLICY**

The Naples Central School District is committed to providing a school environment that promotes and protects children's health, well-being, and the ability to learn by fostering healthy eating and physical activity.

The District has established a wellness committee to develop the District's proposed local wellness policy, making such policy recommendations for review and adoption by the Board of Education. The District Wellness Committee includes, but is not limited to, representatives from each of the following groups:

- Parents;
- Students;
- Physical Education teachers;
- School Health professionals;
- The District's food service program;
- The School Board;
- School Administrators; and
- Members of the public.

The District Wellness Committee will also be responsible for assessing current activities, programs and policies available in the District, and providing mechanisms for implementation, evaluation, and revision of the policy. In doing so, the Wellness Committee will evaluate and make recommendations which reflect the specific needs of the District and its students.

I. Goals to Promote Student Wellness

The District seeks to ensure all of its students obtain the knowledge and skills necessary to make nutritious food selections and enjoy life-long physical activity. To this end, the District sets forth the following goals relating to nutrition promotion and education, physical activity, and other school-based activities.

Nutrition Promotion and Education

- a) Classroom Teaching: Nutrition topics will be integrated within the comprehensive health education curriculum and other instructional areas, as appropriate, and taught at every grade level, K through 12. Nutrition instruction will follow applicable New York State Standards and be designed to help students acquire:

(Continued)

Non-Instructional/Business
Operations**SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)**

1. Nutrition knowledge, including but not limited to: the benefits of healthy eating; essential nutrients; nutritional deficiencies; principles of healthy weight management; the use and misuse of dietary supplements; and safe food storage, handling, and preparation.
2. Nutrition related skills, including but not limited to: planning healthy meals; understanding and using food labels; critically evaluating nutrition information, misinformation, and commercial food advertising; assessing personal eating habits; and setting and achieving goals related to these concepts.

b) Education, marketing, and promotion

1. As appropriate, the District will promote nutrition education activities that involve parents, students, and the community.
2. The District will promote school and community awareness of this policy through various means, such as a publication on the District website.
3. The District will encourage and promote wellness through social media, newsletters, and an annual family wellness event.
4. Marketing and advertising on school campuses during the school day will be consistent with nutrition education and health promotion. As such, schools will restrict food and beverage marketing to the promotion of those foods and beverages that meet the nutrition standards set forth by the Healthy Hunger-Free Kids Act's Smart Snacks in School Rule.
5. The District is cognizant of the fact that certain scoreboards, signs, and other durable equipment it employs may market foods and beverages in a way that is inconsistent with the aims of this policy. While the immediate replacement of such equipment may be impossible due to existing contracts or prohibitive costs, the District will consider replacing or updating such equipment over time to ensure the message it delivers to students regarding nutrition, health, and well-being is consistent.

c) Additional provisions

1. Parents will be encouraged to send in healthy treats for classroom celebrations.
2. School personnel are strongly discouraged from using food as a reward or withholding food as punishment under any circumstance.

(Continued)

Non-Instructional/Business
Operations**SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)**Physical Activity

- a) The Naples Central School District will provide opportunities for every student to participate in physical education and to be involved in physical activities. In doing so, the District aims to promote among students the development of knowledge and skills for specific physical activities, the maintenance of physical fitness, regular participation in physical activity, and an understanding of the short-term and long-term benefits from a physically active and healthy lifestyle.
- b) The District will ensure that the following standards are met to achieve its goal relative to physical education and physical activity:
 - 1. The District will have a Board-approved Physical Education plan on file with the New York State Education Department that meets or exceeds the requirements set forth in Section 135.4 of the Commissioner of Education's regulations.
 - 2. The District recognizes the importance of physical education classes in providing students with meaningful opportunities for physical exercise and development. Consequently, the District will ensure:
 - (a) All physical education classes are taught or supervised by a certified physical education teacher.
 - (b) All physical education staff receive professional development on a yearly basis.
 - (c) Interscholastic sports, intramural sports, and recess do not serve as substitutes for a quality physical education program.
 - (d) Students are afforded the opportunity to participate in moderate to vigorous activity for at least 60% of physical education class.
 - (e) It provides adequate space and equipment for physical education and conforms to all applicable safety standards.
 - (f) A sequential physical education course of study consistent with national standards for physical education is implemented, with a focus on students' development of motor skills, movement forms, and health related fitness.
 - (g) A physical and social environment is provided that encourages safe and enjoyable activity for all students, including those who are not athletically gifted.

(Continued)

SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)

- (h) Activities are adapted to meet the needs of students who are temporarily or permanently unable to participate in the regular program of physical education. In doing so, the District will abide by specific provisions in 504 Plans and/or individualized education programs (IEP).
 - (i) All students, including students in need of adaptive physical education, will be encouraged to participate in physical fitness programs and competitions.
- 3. All students will be required to fulfill the physical education requirements set forth in the regulations of the Commissioner of Education as a condition of graduating from the District's schools.
- c) Recognizing the need for movement and physical activity, students will be encouraged reduce sedentary time through physical education classes, short activity breaks, the "Plus 5" fitness program, and recess. Each day, all elementary school students will be offered one daily period of recess for a minimum of twenty (20) minutes. This requirement will not apply on days where students arrive late, leave early, or are otherwise on campus for less than a full day.

Because recess is an important way for students to play and release energy, physical activity will not be withheld as a consequence for minor academic or disciplinary reasons. However, it is important to note that schools are responsible for the safety and educational success of all students. There may be times when a teacher or administrator withholds recess if a student is involved in a significant behavioral issue or if there are chronic academic concerns. In these instances, the school will notify parents, and they will be asked to help develop a specific plan supporting the specific needs of their son or daughter.

In addition, recess will be held indoors during the fall hunting season and when there are concerns related to inclement weather (E.g. RealFeel temperatures below 20 degrees, rain, high winds, etc.). Parents are also asked to ensure that their son or daughter comes to school with appropriate clothing for outdoor play.

(Continued)

SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)Other School-based Activities

The District is committed to establishing a school environment that is conducive to healthy eating and physical activity for all. The District will, therefore, adopt the following standards:

a) Federal School Meal Programs

1. The District will participate, to the maximum extent practicable, in available federal school meal programs (including the School Breakfast Program, National School Lunch Program and Summer Food Service Program). Food served through these programs will meet all applicable federal and state standards.
2. The District will ensure that food service directors, managers, and staff are provided with annual professional development in the areas of food and nutrition consistent with USDA Professional Standards for State and Local Nutrition Programs. District food service staff will meet with students in grades 4 through 12 twice annually to solicit feedback on the school breakfast and/or school lunch program(s).

b) Access to school nutrition programs:

The District will utilize a system of student payment that ensures all eligible students have access to free/reduced meals in a non-stigmatizing manner.

c) Meal Environment

The District will ensure:

1. School dining areas have sufficient space for students to sit and consume meals.
2. School dining areas are clean, safe, and pleasant environments that reflect the social value of eating.
3. Enough serving areas are provided to ensure student access to school meals with a minimum of wait time.
4. All students have a scheduled lunch period.
5. Lunch times are scheduled near the middle of the school day.
6. Students are given adequate time to eat healthy meals.
7. Students and staff have access to free, safe, and fresh drinking water throughout the school day and where school meals are served.

(Continued)

SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)**d) Community Access to District Facilities for Physical Activities:**

School grounds and facilities will be available to students, staff, community members and organizations, and agencies offering physical activity and nutrition programs consistent with District policy, including provisions regarding conduct on school grounds and administrative approval of use by outside organizations.

e) Community Partnerships

The District will continue relationships with community partners in support of this wellness policy's implementation. Existing and new community partnerships will be evaluated to ensure they are consistent with this policy and its goals.

Nutrition Guidelines

In an effort to encourage healthy life-long eating habits by providing foods that are high in nutrients, low in fat and added sugars, and of moderate portion size, the District Wellness Committee will recommend nutrition standards to be set for all foods and beverages available on school campus. For purposes of this section, the school day is defined as the period from the midnight before, to thirty (30) minutes after the end of the official school day.

School Meals

School meals will, at a minimum, meet the program requirements and nutrition standards of the School Breakfast and National School Lunch Programs.

Fundraising

- a) All food and beverages sold as a fundraiser during the school day will meet the nutritional requirements listed in the USDA Healthy, Hunger-Free Kids Act "Smart Snacks in Schools" Rule.
- b) School-sponsored fundraisers conducted outside of the school day will be encouraged to support the goals of this policy by promoting the sale of healthy food items (fresh fruit and produce) and/or non-food items, such as water bottles, plants, etc., and by promoting events involving physical activity.
- c) School administrators, with the assistance of the District Wellness Committee, will create and promote a list of approved fundraising activities. All fundraisers taking place during the school day must be approved by the appropriate Building Principal prior to their being conducted.

(Continued)

Non-Instructional/Business
Operations**SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)**Competitive Foods

- a) Competitive foods-which include all foods and beverages sold outside the school meal programs, on the school campus in student accessible areas, and at any time during the school day-will follow, at a minimum, the nutrition standards specified by the Healthy, Hunger-Free Kids Act. These standards will apply to all foods and beverages sold individually and outside of the reimbursable school meal, including vending machines, school stores and cafeteria a la carte lines.
- b) Additionally, the District will not sell foods of minimal nutritional value in the student store, from a machine, or anywhere in the building from the beginning of the school day until the end of the last lunch period. Prohibited foods include: soda water, water ices (excluding ices containing fruit or fruit juices), chewing gum, hard candy, jellies, gums, marshmallow candies, licorice, fondants (soft mints, candy corn), cotton candy and candy coated popcorn.

Foods and Beverages Sold or Served at Events Outside of the School Day

- a) All foods and beverages sold or served at school-sponsored events will be a single serving.
- b) At events where food and beverages are sold, 50% of items sold must meet the USDA Healthy, Hunger-free Kids Act "Smart Snacks in Schools" Standards.

Implementation and Evaluation of the Wellness Policy

- a) The District will establish an implementation and evaluation plan for this policy in order to monitor its effectiveness and the possible need for further modification over time. To this end, the District designates the following individuals to have operational responsibility for ensuring that the District meets the goals and mandates of this policy:
Administrators;
School health personnel including the school nurse, health and/or physical education teachers;
School Food Service Director;
District Health and Wellness Director/Chairperson
- b) These designated staff members will also serve as liaisons with community agencies in providing outside resources to help in the development of nutritional education programs and promotion of physical activities.

(Continued)

SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)

- c) The District will annually report on the progress each of its schools has made toward meeting the goals of this policy. Such report will include:
 - 1. The website address for the wellness policy and/or information on how the public can access a copy;
 - 2. A description of each school's progress in meeting the wellness policy goals;
 - 3. A summary of each school's local school wellness events or activities;
 - 4. Contact information for the leader(s) of the Wellness Committee; and
 - 5. Information on how individuals can get involved in the Wellness Committee's work.

Such report will be provided to the Board of Education and also distributed to the Wellness Committee, parent-teacher organizations, Building Principals, and school health services personnel within the District. The report will be available to community residents upon request.
- d) Evaluation and feedback from interested parties, including an assessment of student, parent, teacher, and administration satisfaction with the wellness policy, are welcomed as an essential part of the District's evaluation program.
- e) The District will document the financial impact, if any, to the school food service program, school stores, or vending machine revenues based on the implementation of the wellness policy.
- f) Assessments of the District's wellness policy and implementation efforts may be repeated on an triennial basis. The assessment will include:
 - 1) Compliance with the wellness policy;
 - 2) How well the policy compares to model wellness policies; and
 - 3) Progress made in attaining the goals of the wellness policy.
- g) The District, will, as necessary, revise the wellness policy and develop work plans to facilitate its implementation.

(Continued)

SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)

42 United States Code (USC) Section 1758b
7 Code of Federal Regulations (CFR) Section 210.10
79 FR 10693
Education Law Section 915
8 NYCRR Section 135.4

Refer to Policy 5660 School Food Service Program (Lunch and Breakfast)/School District Nutrition
Advisory Committee

Adopted: 06/27/07
Revised: 04/28/10
Revised: 01/05/11
Revised: 05/20/15
Revised: 08/16/16

SUBJECT: USE OF SURVEILLANCE CAMERAS IN THE SCHOOL DISTRICT AND ON SCHOOL BUSES

The following rules and regulations implement the District's policy on the use of video surveillance cameras on District property, including school buses. Through these rules and regulations, the District seeks to protect students, staff, visitors, and District property.

- 1) The building principal or his/her designee in conjunction with the Superintendent of Schools will determine when and where video surveillance cameras are to be used;
- 2) The building principal or his/her designee is the only individual permitted to conduct an initial review of the surveillance camera recording(s), when necessary;
- 3) Surveillance recordings will generally be promptly erased or reused unless the building principal or his/her designee determines that those recordings should be preserved for use in disciplinary proceedings or other investigations;
 - a. If surveillance recordings are to be used in student disciplinary proceedings or other investigations, those recordings will be maintained as an educational record in accordance with relevant law and regulation, including the Family Educational Rights and Privacy Act ("FERPA");
 - b. Students may be permitted to view certain portions of surveillance camera recordings that are maintained by the District to the extent that they are used as evidence in their own disciplinary hearing. Those students and/or the parent or guardian may be entitled to obtain a copy of those portions of the recording at their own personal expense.
- 4) Surveillance recordings are generally not available for viewing by the public, District employees, or the media. Access to surveillance recordings will be limited in order to maintain the integrity and confidentiality of the recordings. To that end, certain District administrators or teachers may be permitted to view segments of the recording for the purpose of documenting disciplinary issues, criminal activity, or other educational reason as determined by the building principal or his/her designee or the Superintendent;
- 5) There may be occasions pursuant to court order, subpoena, or law, where the building principal or his/her designee or the Superintendent is authorized to make video surveillance camera recordings available to law enforcement officials or the Office of Children and Family Services.

Adopted: 06/27/07
Revised: 06/13/12
Revised: 08/18/16

SUBJECT: TRANSPORTATION OF STUDENTS**Requests for Transportation to and from Non-Public Schools**

The parent or person in parental relation of a parochial or private school child residing in the District who desires his or her child be transported to a parochial, private, or charter school outside of the District during the next school year, must submit a written request to the Board no later than April 1 of the preceding year, or within thirty (30) days of moving into the District. The District will publish the April 1 date in its school calendar and/or local newspaper as a reminder to parents of this deadline. Late requests will not be denied where a reasonable explanation is provided for the delay.

Transportation to Nonpublic Schools on Holidays

The District will share its calendar and start and dismissal times with nonpublic schools before the start of the school year. The District is not required to provide transportation to nonpublic schools on days on which the District's schools are not in session.

Transportation for Nonpublic School Students with Disabilities who are Parentally Placed

For students with disabilities, ages 5 through 21, who are parentally placed in nonpublic schools outside their district of residency, if special education services are to be provided to a student at a site other than the nonpublic school, the school district of location is responsible for providing the special education services, including, as applicable, arranging and providing transportation necessary for the student to receive special education services.

The district of residence remains responsible to provide transportation to parentally placed nonpublic school students from the student's home to the nonpublic school.

Transportation of Students with Disabilities

Transportation of students with disabilities in the District may not exceed fifty (50) miles one way from the student's home to the appropriate special service or program, unless the Commissioner certifies that no appropriate nonresidential special service or program is available within fifty (50) miles. In that event, the Commissioner may then establish transportation arrangements.

Student Information

Upon written consent of the parent or person in parental relation, every school bus which is used to regularly transport students with disabilities will maintain the following information about each student with a disability being transported:

(Continued)

SUBJECT: TRANSPORTATION OF STUDENTS (Cont'd.)

- a) Student's name;
- b) Nature of the student's disability;
- c) Name of the student's parent, guardian or person in parental relation and one or more telephone numbers where that person can be reached in an emergency; and/or
- d) Name and telephone number of any other person designated by such parent, guardian or person in parental relationship who can be contacted in an emergency.

This information will be used solely for the purpose of contacting the student's parent, guardian, person in parental relationship, or designee in the event of an emergency involving the student, will be kept in a manner which retains the privacy of the student, and will not be accessible to any person other than the driver or a teacher acting in a supervisory capacity. In the event that the driver or teacher is incapacitated, this information may be accessed by any emergency service provider.

This information will be updated as needed, but at least once each school year and will be destroyed if parental consent is revoked, the student no longer attends the school, or the disability no longer exists.

Fire Extinguishers

School buses manufactured on or after January 1, 1990 fueled with other than diesel fuel and used to transport three (3) or more students who use wheelchairs or other assistive mobility devices or with a total capacity of more than eight (8) passengers and used to transport these students will be equipped with an engine fire suppression system.

School buses manufactured on or after September 1, 2007 fueled with diesel fuel and used to transport three (3) or more students who use wheelchairs or other assistive mobility devices or with a total capacity of more than eight (8) passengers used to transport these students will be equipped with an engine fire suppression system.

School buses will also be equipped with at least one hand fire extinguisher in the event of an emergency.

Transportation of Non-Resident Students

Non-resident families must provide their own transportation.

Continued)

SUBJECT: TRANSPORTATION OF STUDENTS (Cont'd.)**Transportation to School Sponsored Events**

Where the District has provided transportation to students enrolled in the District to a school sponsored field trip, extracurricular activity, or any other similar event, it will also provide transportation back to either the point of departure or to the appropriate school in the District unless a student's parent or legal guardian has provided the District with written notice, consistent with District policy, authorizing an alternative form of return transportation for the student. In cases where intervening circumstances make transportation of a student back to the point of departure or to the appropriate school in the District impractical, and the parent has not authorized return transportation, a representative of the District will remain with the student until the student's parent or legal guardian has been contacted and informed of the intervening circumstances; and the student has been delivered to his or her parent or legal guardian.

Transportation in Personal Vehicles

Personal cars of teachers and staff will not be used to transport students except in the event of extenuating circumstances and authorized by the administration.

Education Law Sections 1604, 1709, 1804, 1903, 1950, 2503, 2554, 2590-e, 3242, 3602-c, 3621, 3623-a(2c), 3635, 4401-a, 4401(4), 4404, 4405, and 4410-6

NOTE: Refer also to Policy #7131 -- Education of Homeless Children and Youth

Adopted: 06/27/07
Revised: 02/15/12
Revised: 08/18/16

SUBJECT: GRADUATION OPTIONS/EARLY GRADUATION/ACCELERATED PROGRAMS

In order to graduate from the District, a student must complete or may exceed the requirements set forth in Part 100 of the Commissioner's regulations. The Board reserves the right to establish requirements for graduation which exceed the minimum standards as defined by the New York State Regents. All students must be in compliance with Commissioner's Regulations for graduation to achieve a minimum of a Regents diploma unless otherwise indicated. Therefore, in accordance with applicable law and regulations, the District may award one (1) or more of the following to students:

- 1) Regents Diploma;
- 2) Regents Diploma with Honors;
- 3) Regents Diploma with Advanced Designation;
- 4) Regents Diploma with Advanced Designation with Honors;
- 5) Annotation of Science and/or Math Mastery;
- 6) Career and Technical Endorsement.

Pathways to Graduation

In addition to the four (4) Regents examinations or approved alternative exams required of all students the fifth examination requirement may be satisfied by passing an approved Pathways Assessment that measures an equivalent level of knowledge and skill.

Appeal of Regents Examination Score Option

Students who fail certain Regents examinations may have access to the appeals process in accordance with the provisions of the Commissioner's regulations.

Early Graduation

Upon request from the student's parent or guardian, a student will be eligible for early graduation in fewer than eight (8) semesters upon completion of all requirements for graduation, excluding physical education, as mandated by Commissioner's Regulations. A student will not be required to continue enrollment for the sole purpose of completing physical education requirements.

(Continued)

SUBJECT: GRADUATION OPTIONS/EARLY GRADUATION/ACCELERATED PROGRAMS (Cont'd.)**Accelerated Programs****Eighth Grade Acceleration for Diploma Credits**

Individual eighth grade students may be afforded the opportunity to take high school courses in mathematics and in at least one of the following areas: English, social studies, languages other than English, art, music, career and technical education subjects, or science courses. The Superintendent or designee is responsible for determining whether an eighth grade student is eligible to take high school courses. The District will utilize a set of criteria to determine each student's readiness for acceleration. Students who are accelerated for diploma credit must have been provided instruction designed to facilitate their attainment of, by the end of Grade 7, the State intermediate learning standards in each subject area in which they are accelerated.

Advanced Placement

Advanced Placement (AP) examinations for a variety of courses are administered by the College Board in May of each year with strict guidelines as to their implementation. AP examinations afford students the opportunity to earn credit or advanced standing in most of the nation's colleges and universities. The District will utilize a set of criteria to determine a student's readiness for enrollment in the AP classes.

Dual Credit for College Courses

Students who wish to enroll in college level coursework must meet all academic, grade level, and coursework requirements as set forth by administrative guidelines. Students who have demonstrated intellectual and social maturity may choose to matriculate at any one of the colleges that have a cooperative agreement with our District. These opportunities may include early admission to college, collegiate-level work offered in the High School, or other means of providing advanced work. Review and approval by the administration are necessary before any college courses may be taken during the school day.

The Board will not be required to pay tuition and other related costs for those High School students enrolled in college courses.

(Continued)

SUBJECT: GRADUATION OPTIONS/EARLY GRADUATION/ACCELERATED PROGRAMS (Cont'd.)**Online Coursework**

The District may offer students the ability to complete general education and diploma requirements for a specific subject through online instruction or blended coursework that combines online and classroom-based instruction.

To receive credit for this online coursework, students must successfully complete an online or blended course and demonstrate mastery of the learning outcomes for the subject by passing the Regents exam and/or other assessment in the subject area.

8 N.Y. Code of Rules and Regulations (NYCRR) Sections 100.1(i), 100.2(f), 100.4(d), 100.5, 100.6 and 200.5

NOTE: Refer also to: Policy #7222 – Diploma and/or Credential Options for Students with Disabilities

Adopted: 06/27/07
Revised: 11/03/10
Revised: 05/02/12
Revised: 12/18/13
Revised: 11/04/15
Revised: 08/18/16

Students

SUBJECT: RIGHTS OF NON-CUSTODIAL PARENTS

The Board is mindful that various arrangements exist for the care and custody of children residing in the District. The District attempts to maintain current family information to help ensure student safety, proper communication with parents, and appropriate educational programming. Parents who are divorced, legally separated, or otherwise live apart should supply the District with relevant information and documentation, including custody orders, regarding who is responsible for the custody and care of their child, and who is permitted to make educational decisions for that child.

A non-custodial parent's participation in his or her child's education will be governed by the terms of any custody order. As a general matter, however, the District encourages non-custodial parents to participate in their child's education. Unless prohibited from doing so by a court order, non-custodial parents may request information about their child, inspect and review their child's records in accordance with the Family Educational Rights and Privacy Act (FERPA) and District policy, and otherwise remain interested in their child's education.

The District will not release students to a non-custodial parent without the custodial parent's consent. It is the parent's responsibility to inform the District if and when the child may be released to individuals other than the custodial parent in a form acceptable to the District.

NOTE: Refer also to Policies #7130: Entitlement to Attend -- Age and Residency
#7240: Student Records: Access and Challenge

Adopted: 08/18/16

Instruction

SUBJECT: INSTRUCTIONAL PROGRAMS: DRIVER EDUCATION, GIFTED AND TALENTED EDUCATION AND PHYSICAL EDUCATION**Driver Education**

The Naples Central School District shall provide a driver education course to eligible students. Access to the course is limited to those students who are sixteen (16) years old or older and shall be afforded first to seniors according to birthdate then to juniors by birthdate, up to established enrollment limits.

The summer driver education program may be opened to non-resident students on a space available basis. Tuition will not be charged for the enrollment of students whose parents are property owners in the School District. Tuition of \$100 will be charged for students whose parents are not property owners in the School District. The opportunity will be offered on a "first come, first served" basis with preference being given to students whose parents own property in the District. Non-resident students interested in taking driver education in the Naples Central School District should contact the Main office in the High School.

Education Law Section 806-a

8 New York Code of Rules and Regulations (NYCRR) Section 107.2

Programs for Enrichment

The Naples Central School District recognizes the need to cultivate potential gifted behaviors in all children. These behaviors can be encouraged through deliberate instructional efforts. Identification of these behaviors becomes a deliberate effort on the part of the Enrichment Coordinator and classroom teacher to search for and recognize the student's strengths, talents and sustained interests. Programming is carefully planned to provide challenge, diversity, options and opportunities for involvement and productivity. "Curriculum" refers to the process rather than a fixed set of materials or activities.

Education Law Article 90 and Section 3204(2)(b)

8 New York Code of Rules and Regulations (NYCRR) Section 142

Physical Education Class

All students, except those with medical excuses, shall participate in physical education in accordance with the Commissioner's Regulations. Any student whose condition precludes participation in a regular program shall be provided with adaptive physical education approved by the Commissioner of Education.

Education Law Sections 803 and 3204

8 New York Code of Rules and Regulations (NYCRR) Section 135.4

Adopted: 06/27/07

Revised: 08/18/16