

BOARD MEETING: Regular
DATE: Wednesday, April 10, 2019
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 April 10, 2019 (Board Action)

IV. Executive Session (Board Action)

V. Pledge of Allegiance

VI. 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.

VII. Points of Interest

VIII. Superintendent Recognitions & Updates

- Kudos
- Claims Auditor Report
- Top Workplace 2019 Recognition
- Impact Earth
- Data Privacy and Security
- Budget Update
- TRS Reserve
- Capital Project Update

IX. Board Reports

- Facilities Committee

X. Minutes (Board Action)

- Regular Meeting of March 20, 2019

XI. Business / Financial (Board Action)

- Policy Updates
- Discards
- Senior High Chorus Trip to New York City
- Extra-Curricular Club: Name Change
- Cooperative Bidding Program
- Naples Grape Festival
 - Facility Use Request
 - Transportation Request

XII. Personnel (Board Action)

- Resignations:
 - Cleaners
 - Building Maintenance Mechanic
- Appointments
 - School Bus Monitors
 - School Monitor
- Summer Hours
 - Food Service Employees

XIII. Consent Agenda Items (Board Action)

- Committee on Special Education Recommendations
- Volunteers
- Substitute(s)
 - School Monitor
 - Teachers
 - Building Maintenance Assistant

XIV. Adjournment (Board Action)

Regular Meeting

April 10, 2019

Minutes of a Regular Meeting of the Board of Education of Naples Central School held on Wednesday, April 10, 2019 at _____ p.m. in the Naples High School Cafeteria.

Members Present:	Robert Brautigam	Thomas Hawks
	Joseph Callaghan	Kelley Louthan
	Carter Chapman	Gail Musnicki
	Brent Gerstner	Maura Sullivan
	Jacob Hall	Owen Kennedy

Members Absent:

Also Present: Matthew Frahm, Mitchell Ball, Kristina A. Saucke, E. Bridget Ashton, Heather Clark, JoAnn Shepard and Anneke Radin-Snaith.

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

Motion:

2nd:

Resolved, that the Board of Education approves the agenda of the Regular Meeting of April 10, 2019 as presented.

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.

Voting Yes:	Motion Carried
Voting No:	Motion Denied

Time out of Executive Session: _____ p.m.

Motion:

2nd:

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

- Regular Meeting of March 20, 2019

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 approves the following policies, regulations and forms as presented:
 - Policy #5741: Drug and Alcohol Testing for School Bus Drivers
 - Policy #7530: Child Abuse and Maltreatment

- Resolved, that approval be given for the following discards to be declared surplus property and approval given to discard as per Policy #5250:
 - High School Library Discards
 - o Guinness World Records, 2014, Gamer's Edition
 - o Baiji Dolphin
 - o Guinness World Records, To the Extreme
 - o The 78-Story Treehouse
 - o The Dark Knight: I a.m. Batman
 - Elementary Library Discards
 - o Wintergirls
- Resolved, that the Board of Education authorizes an overnight trip to New York City for Naples students who participate in the Senior High chorus program, from Friday, April 5, 2019 through Sunday, April 7, 2019. (Itinerary attached)
- Resolved, that the Board of Education approves the change in name of the Extra-curricular Club, Hiking Club, to the Outdoor Adventure Club, with the current funds, if any, in the Hiking Club account to remain with Outdoor Adventure Club
- Authorization is given to participate in the Board of Educational Services of Ontario, Seneca, Wayne, and Ontario Counties Cooperative Bidding Program:

WHEREAS, The Board of Education, of the Naples Central School District of New York State desires to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties from year to year or, until this Resolution is rescinded, for the purchase of Various Commodities and/or Services. And...

WHEREAS, The Board of Education, of the Naples Central School District of New York State is desirous of participating with The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-o... And...

WHEREAS, The Board of Education, of the Naples Central School District of New York State has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties as representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Education, of the Naples Central School District of New York State and making recommendations thereon...

THEREFORE...

BE IT RESOLVED, That The Board of Education, of the Naples Central School District of New York State and The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties hereby accepts the appointment of The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters related above... And...

BE IT FURTHER RESOLVED, That The Board of Education of the Naples Central School District of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the below-mentioned commodities and/or services... And...

BE IT FURTHER RESOLVED, That The Board of Education, of the Naples Central School District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding... And...

NOW, THEREFORE, BE IT RESOLVED, That the Superintendent of Schools Matthew T. Frahm, on behalf of the Board of Education, of the Naples Central School District of New York State hereby is authorized to participate in cooperative bidding conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for various commodities and/or services and if requested to furnish The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties an estimated minimum number of units that will be purchased by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties. The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties is hereby authorized to award cooperative bids to the bidder deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

Available bid participation items are:

- | | |
|---|--|
| Fresh Fruits & Vegetables | OEM Parts & Supplies |
| Telecommunications Network services | Exhaust Parts & Supplies |
| First Aid Supplies and Equipment | Vehicle Chassis & Related Parts |
| Paper: Copy, Card, Computer, NCR, Misc. & Envelopes | Automotive Belts, Hoses & Wiper Parts |
| Classroom, Office Furniture (NYS Contracts Group 20915) | Nuts, Bolts, Fasteners, Hose Clamps & Brass Fittings |
| Classroom Supplies (NYS Contract Group 23100) | Emissions & Misc. Engine Parts |
| Athletic, Physical Education Supplies & Equipment | Batteries, Starters & Alternators |
| Office Supplies (NYS Contract Group 23000) | Automotive Fluids & Filters |
| Milk and Milk Products | Roofing Services |
| Electricity | General Construction Services |
| Bread and Bread Products | Electrical Services |
| Cafeteria Paper, Supplies & Cleaning Products | HVAC Services |
| Ice Cream | Plumbing Services |
| Natural Gas | HVAC Filters & Boiler Maintenance Kits |
| Electric Supplies | Moving Services |
| Master Lease Purchase Agreement | Custodial Supplies |
| Meat, Meat Products, Cheese, Frozen Foods, Canned, | Trash Bags |
| Packaged Foods (NYS Contract Group 02450) | Custodial, Medical & Cafeteria Gloves |
| Calculators | Custodial Paper |
| Batteries | Masonry Services |
| Brake Parts & Supplies | Painting Services |
| Electrical Parts & Supplies | Personalized Learning |
| | HVAC/R Supplies |

- Resolved, that authorization is given for the use of facilities for the Naples Grape Festival, from Friday, September 20, 2019 at 5:00 p.m., and continuing through Sunday, September 22, 2019 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 21, 2019 and Sunday, September 22, 2019, at the driver’s normal per diem rate of pay plus a bonus of \$100.

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 Following resignations:
 - Jessica Jensen, Cleaner, contingent upon her appointment as School Bus Monitor, resignation effective April 13, 2019, last day of employment April 12, 2019.
 - Skyler Sims, Cleaner, resignation effective April 13, 2019, last day of employment April 12, 2019.
 - Robert Griffin, Building Maintenance Mechanic, resignation effective April 11, 2019, last day of employment April 10, 2019.
- Resolved, that upon the recommendation of the Superintendent, the Naples Central School District Board of Education approves the following appointments, pending a successful background clearance report provided to the school as a result of the fingerprinting process:
 - Resolved, that the Board of Education approves the probationary appointment of Jessica Jensen, 10651 Townline Road, Prattsburgh, NY 14873, as a School Bus Monitor, effective April 13, 2019, at the rate of \$11.10/hour.
 - Resolved, that the Board of Education approves the probationary appointment of Crystal Dutcher, 5459 Route 21 South, Canandaigua, NY 14424, as a School Bus Monitor, effective March 28, 2019, at the rate of \$11.10/hour.
 - Resolved, that the Board of Education approves the probationary appointment of Tammy Brewer, 6814 East Hill Road, Naples, NY 14512, as a School Monitor, effective April 22, 2019, at the rate of \$11.10/hour.
- Resolved, that the Board of Education approves the following Food Service Department employees for up to 24 summer hours each, to be paid at their contractual hourly rate, for the purpose of attending summer training through the State Education Department:
 - Roberta Stevens, Cook
 - Christine Wheaton, Cook
 - Marilou Schenk, Food Service Helper
 - Evon Williams, Food Service Helper

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 accepts the committee recommendations from the following meetings:
 - Committee on Special Education actions of March 5, 2019; March 6, 2019; March 7, 2019; March 12, 2019; March 13, 2019 and March 20, 2019.

Regular Meeting

April 10, 2019

b. Resolved, that the Board of Education hereby approves the following Volunteers:

<u>Name</u>	<u>Position</u>	<u>Address</u>
Candace Bozeman	Volunteer	9000 Garlinghouse-Atlanta Road, Naples, NY 14512
Heather DeSalvo	Volunteer	7340 Gulick Road, Naples, NY 14512
William Fleischman	Volunteer	18 Sunnyside Estates, Middlesex, NY 14507
Corey Haag-Knez	Volunteer	6365 State Route 64, Naples, NY 14512
Jessie Olney	Volunteer	7884 Gulick Road, Naples, NY 14512
Anniebe Quinn	Volunteer	7425 Eelpot Road, Naples, NY 14512
Rynna Yeatch	Volunteer	6094 Cook School Road, Prattsburgh, NY 14873
Nicholle Yothers	Volunteer	120 Martin Road, Naples, NY 14512
John Hebding	Volunteer	6608 Italy Valley Road, Naples, NY 14512

c. Resolved, that the Board of Education hereby approves the following Substitute Appointments, pending a successful background clearance report provided to the school as a result of the fingerprinting process:

<u>Name</u>	<u>Position</u>	<u>Address</u>
Samantha Fleischman	School Monitor	18 Sunnyside Estates, Middlesex, NY 14507
Alan Wixom	Teacher	41 Vine Street, Naples, NY 14512
Donald Christmas	Building Mnt. Assistant	17 Mt Pleasant St, Naples, NY 14512
Elizabeth Mehlrose	Teacher	7281 County Road 12, Naples, NY 14512

Voting Yes: Motion Carried
Voting No: Motion Denied

Motion:
2nd:

There being no further business, the Regular Meeting of April 10, 2019 is hereby adjourned at

Voting Yes: Motion Carried
Voting No: Motion Denied

Board of Education Auditor Report – April 2019 Board Meeting

From January 1, 2019 – March 31, 2019 I have approved warrants 0109-0156 for a total amount of \$6,062,685.66 for the third quarter of the 2018-2019 fiscal year. The following errors have occurred and were corrected:

1. (2) Backup paperwork missing information
2. (2) Missing Signatures

A total of 4 errors from 516 transactions (0.007%)

Respectfully submitted,



Evelyn Letta

SUBJECT: DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS

In order to help prevent accidents and injuries resulting from the misuse of drugs and/or alcohol by school bus drivers, the Board adopts this policy in compliance with federal and state law and regulation.

*The District has designated the following individual to answer driver questions about this policy and related materials: The Head Bus Driver

Drug and Alcohol Testing Program

School bus drivers are subject to drug and/or alcohol testing in a variety of circumstances. The District will comply with all federal and state law and regulation regarding the implementation of a drug and alcohol testing program for school bus drivers.

The District will either establish and manage its own drug and alcohol testing program or by contract have a consortium/third-party administrator manage all, or part of, its drug and alcohol testing program for school bus drivers.

Under federal law and regulation, individuals who operate a Commercial Motor Vehicle (CMV) designed to transport 16 or more occupants (including the driver) and are subject to commercial driver's license (CDL) requirements established by the United States Department of Transportation are safety sensitive employees and are subject to the following drug and/or alcohol testing::

- a) **Pre-employment drug testing** which will be conducted after a conditional offer to hire has been extended, but before the actual performance of safety-sensitive functions for the first time. This pre-employment testing will also be required when employees transfer to a safety-sensitive position.
- b) **Random drug and/or alcohol testing** which will be conducted on an unannounced basis.
- c) **Reasonable suspicion drug and/or alcohol testing** which will be conducted when reasonable suspicion exists that a driver has engaged in prohibited use of drugs and/or alcohol. The required observation for reasonable suspicion drug and/or alcohol testing must be made by a supervisor or official who has been trained in accordance with federal law and regulation.
- d) **Post-accident drug and/or alcohol testing** which will be conducted as soon as practicable following certain occurrences involving a CMV operating on a public road.

(Continued)

SUBJECT: DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS (Cont'd)

- e) **Return-to-duty and/or alcohol testing** which will be conducted on a driver who has engaged in prohibited drug and/or alcohol conduct before the driver returns to perform a safety-sensitive function.
- f) **Follow-up drug and/or alcohol testing** which will be conducted on a driver who has engaged in prohibited drug and/or alcohol conduct and has returned to performing a safety-sensitive function. This testing will be conducted on an unannounced basis in accordance with a written follow-up testing plan developed by a substance abuse professional (SAP).

All procedures used to test for the presence of drugs and/or alcohol will conform to the requirements outlined in federal law and regulation for protecting the driver, ensuring the integrity of the testing process, safeguarding the validity of the test results, and ensuring that all test results are attributed to the correct driver.

Under New York State law and regulation, all school bus drivers are subject to pre-employment and random drug and alcohol testing in accordance with the provisions and requirements of federal regulations, regardless of commercial driver's license endorsement. Every school bus driver will be included in the random testing pool and must submit to testing when selected.

Prohibitions and Consequences for School Bus Drivers

Under federal law and regulation, individuals who operate a CMV designed to transport 16 or more occupants (including the driver) and are subject to CDL requirements established by the United States Department of Transportation are prohibited from:

- a) Reporting for duty or remaining on duty to perform safety-sensitive functions while having an alcohol concentration of 0.04 or greater. If testing shows an alcohol concentration of 0.02 or greater but less than 0.04, the employee must be removed from performing safety-sensitive activities for not less than 24 hours, but no punitive action will be taken by the employer;
- b) Using alcohol while performing safety-sensitive functions;
- c) Performing safety-sensitive functions within four hours after using alcohol;
- d) When required to take a post-accident alcohol test, using alcohol within eight hours following the accident or prior to undergoing a post-accident alcohol test, whichever comes first;

(Continued)

SUBJECT: DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS (Cont'd)

- e) Refusing to submit to a drug or alcohol test required by post-accident, random, reasonable suspicion, return-to-duty, or follow-up testing requirements;
- f) Refusing to submit to a pre-employment drug test;
- g) Reporting for duty or remaining on duty, requiring the performance of safety-sensitive functions, when the driver uses any drugs, as defined by federal law and regulation. This prohibition does not apply when the use is pursuant to the instructions of a licensed medical practitioner who is familiar with the driver's medical history and has advised the driver that the substance will not adversely affect the driver's ability to safely operate a CMV; or
- h) Reporting for duty, remaining on duty, or performing a safety-sensitive function, if the driver tests positive for drugs.

Additionally, under New York State law, all school bus drivers are prohibited from:

- a) Consuming a drug or intoxicating liquor, regardless of its alcoholic content, or be under the influence of a drug or intoxicating liquor, within six hours before going on duty or operating, or having physical control of a bus;
- b) Consuming a drug or intoxicating liquor, regardless of its alcoholic content while on duty, or operating, or in physical control of a bus; or
- c) Possessing a drug or intoxicating liquor, regardless of its alcoholic content while on duty, operating or in physical control of a bus. However, this paragraph does not apply to the possession of a drug or intoxicating liquor which is transported as part of a shipment or personal effects of a passenger or to alcoholic beverages which are in sealed containers.

It is the employer's responsibility to ensure that no school bus driver:

- a) Violates any of the above listed provisions of New York State law; or
- b) Be on duty or operate a school bus if, by a person's general appearance or by a person's conduct or by other substantiating evidence, a person appears to have consumed a drug or intoxicating liquor within the preceding eight hours.

(Continued)

SUBJECT: DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS (Cont'd)

Any violation of this policy and/or District procedures, and applicable federal and state law and regulation by a school bus driver will be grounds for disciplinary action and penalties including, but not limited to, fines, suspension, and/or discharge in accordance with the District's and/or the vendors' or contract bus companies' policies, collective bargaining agreements, and applicable law.

Drivers who are found to have engaged in prohibited conduct under federal law and regulation will be removed immediately from safety-sensitive functions and will not be allowed to return to perform safety-sensitive functions until they:

- a) Are evaluated by a SAP;
- b) Complete any requirements for rehabilitation as set by the employer and the SAP; and
- c) Pass a return-to-duty test with the result below 0.02 if the conduct involved alcohol, or a drug test with a verified negative result if the conduct involved drug use.

Employee Notification

The Superintendent or designee will ensure that each school bus driver receives a copy of District policy, educational materials that explain the requirements of drug and alcohol testing law and regulation, and any regulations and/or procedures developed by the District with respect to meeting those requirements. The Superintendent or designee will ensure that a copy of these materials is distributed to each school bus driver, who will sign for receipt of all of the above documents, as well as other appropriate personnel, prior to the start of any drug and/or alcohol testing as well as at the beginning of each school year or at the time of hire for any school bus driver. Representatives of applicable collective bargaining units will be notified of the availability of this information.

The Superintendent or designee will further ensure that each school bus driver receives educational materials concerning: the effects of drug and alcohol use on an individual's health, work, and personal life; signs and symptoms of a drug or alcohol problem (the driver's or a co-worker's); and available methods of intervening when a drug or alcohol problem is suspected, including confrontation, referral to any employee assistance program and/or referral to management.

(Continued)

SUBJECT: DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS (Cont'd)

The Superintendent or designee will arrange for training of all supervisors who may be utilized to determine whether reasonable suspicion exists to test a driver for prohibited conduct involving drugs and/or alcohol.

Records Management and Retention

Employee records relating to drug and/or alcohol testing, as well as to substance abuse and/or alcohol prevention programs, will be maintained in accordance with law and regulation. All employee drug and/or alcohol testing will be kept confidential and will only be revealed as required or authorized by law or regulation.

49 USC §§ 31136 and 31306
49 CFR Parts 40, 382, and 383
Vehicle and Traffic Law §§ 142, 509-g, 509-1

Adopted: 06/27/07
Revised: 05/20/15
Revised: 04/10/19

Students

SUBJECT: CHILD ABUSE AND MALTREATMENT

The District takes seriously the obligations of its officers and employees to report cases of child abuse or maltreatment. To this end, regulations will be developed, maintained and disseminated by administration regarding the:

- a) Mandatory reporting of suspected child abuse or maltreatment;
- b) Reporting procedures and obligations of persons required to report;
- c) Provisions for taking a child into protective custody;
- d) Mandatory reporting of deaths;
- e) Immunity from liability and penalties for failure to report;
- f) Obligations for provision of services and procedures necessary to safeguard the life or health of a child; and
- g) Provision of information in recognizing signs of unlawful methamphetamine laboratories for all current and new school officials (i.e., "mandated reporters") who, as part of their usual responsibilities, visit children's homes.

Additionally, an ongoing training program for all current and new school officials will be established and implemented to enable the staff to carry out their reporting responsibilities.

Reporting Information

The District will post the child abuse hotline telephone number and directions for accessing the Office of Children and Family Services (OCFS) website in English and Spanish on its website and in clearly and highly visible areas of school buildings. The District will also make this information available from its administrative offices; provide it to parents and persons in parental relation at least once per school year by electronic communication, sending the information home with students, or otherwise; and provide it to each teacher and administrator. The District may post and provide this information in other, common languages used by the school community.

Persons Required to Report

Persons required to report cases of child abuse or maltreatment to the State Central Register (SCR) in accordance with Social Services Law Section 413(1) include, but are not limited to, school teachers, school guidance counselors, school psychologists, school social workers, school nurses, school administrators or other school personnel required to hold a teaching or administrative license or certificate, and full- or part-time compensated school employees required to hold a temporary coaching license or professional coaching certificate.

(Continued)

Students

SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)

All mandated reporters must make the report themselves and then immediately notify the Building Principal or designee. The Building Principal or designee will be responsible for all subsequent administration necessitated by the report. Any report must include the name, title and contact information for every staff member who is believed to have direct knowledge of the allegations in the report.

Prohibition of Retaliatory Personnel Action

The District will not take any retaliatory personnel action against an employee because the employee believes that he or she has reasonable cause to suspect that a child is an abused or maltreated child and that employee makes a report to SCR. Further, no school official will impose any conditions, including prior approval or prior notification, upon any staff member specifically designated a mandated reporter.

"Retaliatory personnel action" means the discharge, suspension or demotion of an employee, or other adverse employment action taken against an employee in the terms and conditions of employment.

Report Form

The "**Report of Suspected Child Abuse or Maltreatment**" Form LDSS-2221A may be accessed at the Office of Children and Family Services (OCFS) website.

Child Abuse in an Educational Setting

The District is committed to the protection of students in educational settings from abuse and maltreatment by employees or volunteers.

"Child abuse" means any of the following acts committed in an educational setting by an employee or volunteer against a child (defined as a person under the age of 21 years enrolled in a school):

- a) Intentionally or recklessly inflicting physical injury, serious physical injury or death; or
- b) Intentionally or recklessly engaging in conduct which creates a substantial risk of such physical injury, serious physical injury or death; or
- c) Any child sexual abuse, defined as conduct prohibited by Penal Law Articles 130 or 263; or
- d) The commission or attempted commission against a child of the crime of disseminating indecent materials to minors pursuant to Penal Law Article 235.

Administrator or school administrator means a principal, or the equivalent title, in a school, or other chief school officer.

(Continued)

Students

SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)

"Educational setting" means the building(s) and grounds of the District; the vehicles provided directly or by contract by the District for the transportation of students to and from school buildings, field trips, co-curricular and extracurricular activities both on and off District grounds; all co-curricular and extracurricular activity sites; and any other location where direct contact between an employee or volunteer and a child has allegedly occurred.

In any case where an oral or written allegation is made to a teacher, school nurse, school counselor, school psychologist, school social worker, school administrator, Board member, or other school personnel required to hold a teaching or administrative license or certificate, as well as a licensed and registered physical therapist licensed and registered occupational therapist, licensed and registered speech-language pathologist, Teacher Aide or school resource officer that a child has been subjected to child abuse by an employee or volunteer in an educational setting, that person will upon receipt of such allegation:

- a) Promptly complete a written report of such allegation including the full name of the child alleged to be abused; the name of the child's parent; the identity of the person making the allegation and their relationship to the alleged child victim; the name of the employee or volunteer against whom the allegation was made; and a listing of the specific allegations of child abuse in an educational setting. Such written report will be completed on a form as prescribed by the Commissioner of Education.
- b) Except where the school administrator is the person receiving the oral or written allegation, the employee completing the written report must promptly *personally deliver* a copy of that written report to the school administrator of the school in which the child abuse allegedly occurred.

In any case where an oral or written allegation is made to a school bus driver employed by a person or entity that contracts with the District to provide transportation services to children that a child has been subjected to child abuse by an employee or volunteer in an educational setting, that school bus driver will upon receipt of the allegation, promptly report or cause a report to be made to his or her supervisor employed by the contracting person or entity.

In any case where an oral or written report or allegation is made to a supervisor who is employed by a person or entity that contracts with the District to provide transportation services to children from a person employed by the contracted person or entity that a child has been subjected to child abuse by an employee or volunteer in an educational setting, the supervisor must, upon receipt of an allegation:

- a) Promptly complete a written report of the allegation including the full name of the child alleged to be abused; the name of the child's parent or guardian; the identity of the person making the allegation and their relationship to the alleged child victim; the name of the employee or volunteer against whom the allegation was made; and a listing of the specific allegations of child abuse in an educational setting. This report must be completed on a form prescribed by the Commissioner.

(Continued)

SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)

- b) Ensure that the written report is personally delivered to the Superintendent employed by the school district where the child abuse occurred or, for a school other than a school district or public school, the school administrator employed by the school where the child abuse occurred.

In any case where it is alleged a child was abused by an employee or volunteer of a school other than a school within the District, the report of these allegations will be promptly forwarded to the Superintendent of the District of the Superintendent of the school district where the abuse of the child allegedly occurred. If a case involves a school that is not a school district or public school, the appropriate school administrator or administrators, in addition to any appropriate Superintendent, must be notified of the allegations of abuse.

If it is alleged the child was abused by the Superintendent or administrator, the report of the allegations will be made to another designated administrator.

Any employee, volunteer, or supervisor who is employed by a person or entity that contracts with the District to provide transportation services to children who reasonably and in good faith makes a report of allegations of child abuse in an educational setting in accordance with the reporting requirements of the law will have immunity from civil liability which might otherwise result by reason of such actions.

Upon receipt of a written report alleging child abuse in an educational setting, a school administrator or the Superintendent must then determine whether there is "reasonable suspicion" to believe that such an act of child abuse has occurred. Where there has been a determination as to the existence of such reasonable suspicion, the school administrator or Superintendent must follow the procedures mandated in law and further described in administrative regulations including parental notification. When the school administrator receives a written report, he or she must promptly provide a copy of such report to the Superintendent and promptly forward the report to appropriate law enforcement. In on event will reporting to law enforcement be delayed by an inability to contact the Superintendent.

Where the Superintendent or, in a school other than a school district or public school, the school administrator has forwarded a written report of child abuse in an educational setting to law enforcement authorities, the Superintendent will also refer the report to the Commissioner if the employee or volunteer alleged to have committed such an act of child abuse holds a certification or license issued by the State Education Department.

Any school administrator or Superintendent who reasonably and in good faith makes a report of allegations of child abuse in an educational setting, or reasonably and in good faith transmits a report to a person or agency as required by law, will have immunity from civil liability which might otherwise result by reason of such actions.

(Continued)

Students

SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)

Reports and other written material submitted in accordance with law with regard to allegations of child abuse in an educational setting, and photographs taken concerning such reports that are in the possession of any person legally authorized to receive that information, will be confidential and will not be re-disclosed except to law enforcement authorities involved in an investigation of child abuse in an educational setting or as expressly authorized by law or in accordance with a court-ordered subpoena. School administrators and the Superintendent will exercise reasonable care in preventing such unauthorized disclosure.

Additionally, teachers and all other school officials will be provided an annual written explanation concerning the reporting of child abuse in an educational setting, including the immunity provisions as enumerated in law. The Commissioner will furnish the District with required information, including rules and regulations for training necessary to implement District and staff responsibilities under the law.

All persons employed by the District, in titles equivalent to teacher or administrator, and any school bus drivers employed by a person or entity that contracts with the District to provide transportation services to children, are required to complete coursework or training regarding the identification and reporting of child abuse and maltreatment in accordance with law and Commissioner's regulations.

Prohibition of "Silent" (Unreported) Resignations

The Superintendent and other school administrators are prohibited from withholding from law enforcement authorities, the Superintendent or the Commissioner, as appropriate, information concerning allegations of child abuse in an educational setting against an employee or volunteer in exchange for that individual's resignation or voluntary suspension from his or her position.

The Superintendent (or other school administrator) who reasonably and in good faith reports to law enforcement officials information regarding allegations of child abuse or a resignation as required by law will have immunity from any liability, civil or criminal, which might otherwise result by reason of such actions.

Prohibition on Aiding and Abetting Sexual Abuse

Unless exempted by law, no District employee, contractor, or agent of the District will assist another District employee, contractor, or agent in obtaining a new job, apart from the routine transmission of administrative and personnel files, if the individual or agency knows or has probable cause to believe, that the individual engaged in sexual misconduct regarding a minor or student in violation of the law.

(Continued)

2019

7530
6 of 6

Students

SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)

Education Law Article 23-B and §§ 409-1, 902(b), 3028-b, and 3209-a

Family Court Act § 1012

Labor Law § 740(1)(e)

Penal Law Articles 130, 235 and 263

Social Services Law §§ 411-428

8 New York Code of Rules and Regulations (NYCRR) Part 83, § 100.2(nn)

20 USC § 7926

Adopted: 06/27/07

Revised: 12/17/14

Revised: 04/12/17

Revised: 04/10/19

NAPLES CENTRAL SCHOOL

Date: March 25, 2019
To: Matthew Frahm
From: E. Bridget Ashton
Re: BoE Recommendation for Approval of Overnight Field Trip

It is my recommendation that Naples students who participate in the Senior High Chorus program be granted approval for an overnight trip to New York City on April 5-7, 2019.

Sincerely,

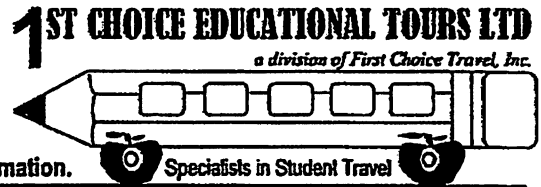


E. Bridget Ashton

E. Bridget Ashton
Naples High School Principal
136 North Main Street
Naples, NY 14512
585-370-7927 ~ eashton@naplescsd.org

EDT #7110 – 11/6/18

Trip Itinerary



All Reservations are on request, subject to availability, waiting for confirmation.

Naples High School – Chorus
School Trip Leader: Margaret Crabb

Trip to New York City
April 5 – 7, 2019

*****Be Advised:** Road construction, traffic patterns and/or weather conditions are not factored into the Itinerary times.

FRIDAY, APRIL 5, 2019

7:30 AM (1) Star Travel motorcoach arrive at Naples High School, Boarding Begins
(136 N. Main St., Naples, NY 14512)
8:00 AM Depart for New York City
11:15 AM Lunch Stop *at your expense* Wegman's Market Café, Dickson City, PA
NOON Board motorcoach and depart for New York City
2:30 PM Approximate arrival in New York City
3:00 PM Guided Tours – NBC Studios (65 minute tour)
(Groups of 14 travelers at a time depart every 20 min. for tour)
5:00 PM Walk to Times Square District
Free Time to Explore and Shop before Dinner
7:00 PM Dinner – Hard Rock Café or HB Burger or similar restaurant – on request
8:30 PM Board motorcoach and depart for New Jersey Hotel (TBD – on request)
9:30 PM Check in – New Jersey Hotel
10:30 PM Private Security at Hotel

SATURDAY, APRIL 6, 2019

7 AM Breakfast Buffet at Hotel
8:30 AM Board motorcoach and depart for New York City
10:00 AM Approximate arrival – American Museum of Natural History
Lunch on own *at your expense*
Walk to Times Square En route visit St. Patrick Cathedral, Check out Rockefeller Center area,
walk to Grand Central Station, and explore & Shop in Times Square!
5:30 PM Dinner at Dallas BBQ or similar restaurant – on request
7:00 PM Walk to Theater - TBD
8:00 PM Broadway Show (TBD - \$70.00 value – on request)
After Show Board motorcoach and depart for New Jersey Hotel
11:00 PM Private Security at Hotel

SUNDAY, APRIL 7, 2019

7:30 AM Breakfast Buffet at the Hotel, Check out of Hotel
8:30 AM Board motorcoaches and depart for Liberty State Park, NJ
9:30 AM Board Statue Cruises Ferry & depart for Statue of Liberty – Liberty Island
10:30 AM A Capella Choir Performance by Statue of Liberty (on request)
Board Statue Cruises Ferry & depart for Ellis Island
Lunch on own at your expense – either Liberty Island Café or Ellis Island Café
2:00 PM Board Statue Cruises Ferry & depart Liberty State Park, NJ
2:30 PM Meet motorcoach and depart for Home
.....Restroom Breaks and Dinner Stop *at your expense* en route Home
9:00 PM Approximate arrival at Naples High School (136 N. Main St., Naples, NY 14512)

1ST CHOICE EDUCATIONAL TOURS
Location: 3080 W. Main Rd., Batavia, NY 14020
Mailing: P.O. Box 950, Batavia, NY 14021-0950

(585) 762-6090
(800) 438-3858
Fax: (585) 762-6081