

BOARD OF EDUCATION
REGULAR MEETING

OCTOBER 16, 2018
6:30 P.M. – LIBRARY

- I. Call to Order
- II. Agenda Additions
- III. Consent Agenda
 - a. Approval of Agenda for This Meeting
 - b. Approval of Minutes
 1. September 18, 2018 Regular Meeting Minutes
 2. October 11, 2018 Executive Session Meeting Minutes
- IV. Public Forum
- V. Reports
 - a. Treasurer
 1. Internal Claim Auditor's Report
 2. Treasurer's Report dated September 30, 2018
 3. Detail Warrants
 - a. Warrant Number 12 – Fund A – 9/13/18 – 5 pages
 - b. Warrant Number 13 – Fund A – 10/6/18 – 1 page
 - c. Warrant Number 14 – Fund A – 9/27/18 – 6 pages
 - d. Warrant Number 6 – Fund C – 9/13/18 – 2 pages
 - e. Warrant Number 7 – Fund C – 9/27/18 – 2 pages
 - f. Warrant Number 3 – Fund TA – 10/6/18 – 3 pages
 - g. Warrant Number 1 – Fund FA18 – 9/13/18 – 1 page
 4. Financial Status Report
 5. Quarterly Student Activities Report
 - b. Superintendent – Information Items
 1. Non Resident Student data – 25 total, 10 staff, 8 taxes, 7 invoiced
 2. Notice of workshop “Meet the Candidates” to be held on October 22, 2018
 3. Notice of workshop “OMH-SBI Second General Membership Meeting” to be held on November 8, 2018
 4. Survey for new school board member training sessions and needs

- c. Superintendent – Approval Items
 - 1. Acceptance of the 2017-18 Audit Results
 - 2. Approval of Overnight FFA Trip to Indianapolis, IN from October 23-28, 2018
 - 3. Approval of RFP for Physician services from Community Memorial Hospital
 - 4. Acceptance of 2018 Legacy Grant for FFA of \$500.00

- VI. Policy
 - a. Notice of approved Superintendent Regulations
 - 1. Regulation # 0010.1 Report of Possible Discrimination or Harassment
 - 2. Regulation # 0010.2 DASA Incident Reporting Form
 - b. First Readings
 - 1. Policy # 0010 – Equal Opportunity and Prohibition of Discrimination and Harassment (Including Sexual Harassment)

- VII. Old Business

- VIII. New Business
 - a. Personnel
 - 1. Appointments
 - a. Brittney Rose Tucker – Long Term School Counselor from October 2, 2018 through December 14, 2018 at M1, Step 1 with Masters at \$41,964 per year prorated
 - b. Stephen Krysty, Jr.- Probationary Secondary Social Studies Teachers effective 10/29/18 with tenure of 10/29/22 at M6, Step 5 with Masters at \$48,634 per year prorated
 - c. Jessica Lollman – Non Certified Substitute Teacher effective 10/10/18
 - d. Darcy Schenk – Probationary Full Time Teacher’s Assistant effective 10/15/18 with tenure of 10/15/22 at Step 2, \$14.18 per hour, and 7 hours per day
 - 2. Retirements
 - a. Pam Hynes – Cleaner – effective June 28, 2018
 - b. Carolee Snyder – Teacher Assistant effective June 28, 2018
 - 3. Leave Requests
 - a. Kristina Staring – November 2-26, 2018 using available sick time
 - 4. Salary Adjustments
 - a. Michele Cotter from M4, Step 20 to M6, Step 20
 - b. Amanda Hinman from B3, Step 3 to B4, Step 3
 - c. Hannah Matteson – from B4, Step 5 to M1, Step 5 with Masters
 - d. Amanda Goodenough - from B5, Step 1 to M1, Step 1 with Masters
 - e. Amber Thrasher – from B1, Step 2 to B2, Step 2
 - b. CSE/CPSE Recommendations – in official packet
 - c. Principal Reports

- IX. Correspondence
 - a. Richard Engelbrecht’s monthly BOCES newsletter for October 2018
 - b. Madison-Oneida BOCES Annual Report for 2017-18

- X. Motions to fill vacated board seats
 - a. Motion for a candidate to replace the board seat formerly held by Beverly Biedermann.
 - b. Motion for a candidate to replace the board seat formerly held by Laurie Zbock.

- XI. Adjournment

DRAFT

The Regular Meeting of the Board of Education of Madison Central School was held on September 18, 2018 at 6:30 pm in the library.

MEMBERS PRESENT: Mr. Stephen Dodge
Mrs. Jennifer Lavoie
Mr. Jona Snyder
Ms. Stephanie Clark
Mr. Steven Yancey

MEMBERS ABSENT: Ms. Beverly Biedermann
Mrs. Laurie Zbock

OTHERS PRESENT: Mr. Michael Davis, Superintendent
Mr. Brian Latella, Elementary Principal
Mrs. Melanie Brouillette, Treasurer
Ms. Tracey Lewis, District Clerk

- I. Call to Order
 - a. Ms. Clark called the meeting to order at 6:30 pm.
- II. Agenda Additions
- III. Consent Agenda
 - a. Approval of Agenda for This Meeting

MOTION # 1 – APPROVAL OF AGENDA

ON THE MOTION of Mr. Dodge, seconded by Mr. Snyder, the board moved to approve the agenda for this meeting. Motion carried 5 yes, 0 no.

- b. Approval of Minutes
 - 1. August 14, 2018 Regular Meeting Minutes
 - 2. September 6, 2018 Executive Session Meeting Minutes

MOTION # 2 – APPROVAL OF MINUTES

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Snyder, the board moved to approve the minutes from the August 14th and September 6th, 2018 meetings. Motion carried 5 yes, 0 no.

- IV. Public Forum
 - a. Questions were raised about the progress of the building project. Did we gain or lose classrooms? We will be gaining one classroom. When will the gym be done? The gym is slated to be complete by October 15, 2018 and the locker rooms completed by November 19, 2018. Will the support beams obstruct the views? There will be support beams. And lastly, concerns that the building project should have been reviewed more intensely before finalized.
 - b. Concerns were raised that higher education learning isn't getting communicated well to students. He would like to see better communication to students and parents about educational options with TC3, HVCC, Colgate, Morrisville State, and other colleges. He would also like the school to consider that if these options are utilized that many of the students do not have licenses and school provided transportation would open this option up to more students. Lastly, he would like to see academics acknowledged and rewarded more consistently and publicly like the district does with athletics.
 - c. There was discussion on how Morrisville High School partners and shares services with Morrisville State College.

- d. It was noted that the newsletter was late in arriving to district residents. He would like to see a better focus on academics. Questions were raised about other aspects of the building project. When will the auditorium be complete? It is slated for completion in mid October 2018. Are there penalties in place for the contractors for this project missing deadlines? The district has alternatives for missed deadlines. And questions were raised asking if the CSE Chair would be working extra hours in lieu of receiving a stipend for the work. Job responsibilities have shifted to allow this position to be covered without extra hours being worked.

V. Reports

a. Treasurer

1. Internal Claim Auditor's Report

MOTION # 3 – APPROVAL OF INTERNAL CLAIM AUDITOR'S REPORT

ON THE MOTION of Mr. Snyder, seconded by Mrs. Lavoie, the board moved to approve the Internal Claim Auditor's Report. Motion carried 5 yes, 0 no.

2. Treasurer's Report dated June 30, 2018

MOTION # 4 – APPROVAL OF JUNE 30, 2018 TREASURER'S REPORT

ON THE MOTION of Mr. Yancey, seconded by Mr. Snyder, the board moved to approve the June 30, 2018 Treasurer's Report. Motion carried 5 yes, 0 no.

3. Detail Warrants

MOTION # 5 – APPROVAL OF DETAIL WARRANTS

ON THE MOTION of Mr. Yancey, seconded by Mr. Snyder, the board moved to approve the Detail Warrants as follow: Warrant Number 49 – Fund A – 6/5/18 – 7 pages, Warrant Number 50 – Fund A – 6/8/18 – 5 pages, Warrant Number 51 – Fund A – 6/22/18 – 5 pages, Warrant Number 52 – Fund A – 6/25/18 – 3 pages, Warrant Number 53 – Fund A – 6/25/18 – 1 page, Warrant Number 54 – Fund A – 7/9/18 – 6 pages, Warrant Number 22 – Fund C – 6/8/18 – 2 pages, Warrant Number 23 – Fund C – 6/22/18 – 2 pages, Warrant Number 24 – Fund C – 7/9/18 – 1 page, Warrant Number 13 – Fund TA – 7/12/18 – 4 pages, Warrant Number 14 – Fund TA – 6/18/18 – 3 pages, Warrant Number 12 – Fund HBUS – 7/12/18 – 3 pages, Warrant Number 20 – Fund FA18 – 6/8/18 – 2 pages, Warrant Number 21 – Fund FA18 – 6/22/18 – 1 page, Warrant Number 22 – Fund FA18 – 7/9/18 – 1 page. Motion carried 5 yes, 0 no.

4. Treasurer's Report dated July 31, 2018

MOTION # 6 – APPROVAL OF JULY 31, 2018 TREASURER'S REPORT

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Snyder, the board moved to approve the July 31, 2018 Treasurer's Report. Motion carried 5 yes, 0 no.

5. Detail Warrants

MOTION # 7 – APPROVAL OF DETAIL WARRANTS

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Snyder, the board moved to approve the Detail Warrants as follow: Warrant Number 2 – Fund A – 7/11/18 – 4 pages, Warrant Number 3 – Fund A – 8/23/18 – 1 page, Warrant Number 4 – Fund A – 7/20/18 – 3 pages, Warrant Number 5 – Fund A – 7/18/18 – 2 pages, Warrant Number 1 – Fund C – 7/18/18 – 1 page, Warrant Number 2 – Fund C – 7/20/18 – 1 page, Warrant Number 1 – Fund TA – 8/23/18 – 3 pages, Warrant Number 1 – Fund HBUS – 8/23/18 – 3 pages. Motion carried 5 yes, 0 no.

6. Treasurer's Report dated August 31, 2018

MOTION # 8 – APPROVAL OF AUGUST 31, 2018 TREASURER'S REPORT

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Dodge, the board moved to approve the August 31, 2018 Treasurer's Report. Motion carried 5 yes, 0 no.

7. Detail Warrants

MOTION # 9 – APPROVAL OF DETAIL WARRANTS

ON THE MOTION of Mr. Snyder, seconded by Mrs. Lavoie, the board moved to approve the Detail Warrants as follow: Warrant Number 7 – Fund A – 8/3/18 – 3 pages, Warrant Number 8 – Fund A – 8/21/18 – 4 pages, Warrant Number 9 – Fund A – 8/31/18 – 3 pages, Warrant Number 10 – Fund A – 9/7/18 – 1 page, Warrant Number 3 – Fund C – 8/3/18 – 1 page, Warrant Number 4 – Fund C – 8/21/18 – 1 page, Warrant Number 5 – Fund C – 9/7/18 – 1 page, Warrant Number 2 – Fund TA – 9/7/18 – 3 pages, Warrant Number 2 – Fund HBUS – 9/7/18 – 1 page, Warrant Number 1 – Fund FA18 – 8/3/18 – 1 page, Warrant Number 2 – Fund FA18 – 8/21/18 – 1 page. Motion carried 5 yes, 0 no.

8. The Financial Status Report was provided for review.

b. Superintendent – Information Items

1. Notice of the Workshop to held on September 20, 2018 entitled "School Safety: Proactive and Reactive Strategies to Protect Students, Staff, and Our School Communities was shared.
2. A memo from Jim Van Wormer regarding upcoming events was shared.
3. There was discussion for participation of board members on committees. Negotiations Committee will be Steve Yancey and Steve Dodge. Safety Committee will be Jennifer Lavoie and Alternate Jona Snyder. Policy Committee will be Stephanie Clark and Jona Snyder. Curriculum Committee will be Stephanie Clark and Jona Snyder. Building and Grounds Committee will be Jona Snyder and Steve Yancey.

c. Superintendent – Approval Items

1. Acceptance of DonorsChoose.org award of books and resources for Mrs. Hinman valued in excess of \$150

MOTION # 10 – ACCEPTANCE ON DONATION

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Snyder, the board moved to accept the DonorsChoose.org award of books and resources for Mrs. Hinman valued in excess of \$150. Motion carried 5 yes, 0 no.

2. Approval of Mr. Davis to attend the Fall NYSCOSS Conference in Saratoga Springs September 22-25, 2018
3. Approval of Mr. Davis to attend the Winter NYSCOCC Summit in Albany March 2-5, 2019

MOTION # 11 – APPROVAL OF CONFERENCE ATTENDANCE

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Dodge, the board moved to approve the attendance of Mr. Davis at the Fall NYSCOSS Conference and the Winter NYSCOSS Summit. Motion carried 5 yes, 0 no.

4. Approval of the District Wide Safety Plan

MOTION # 12 – APPROVAL OF DISTRICT WIDE SAFETY PLAN

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Dodge, the board moved to approve the District Wide Safety Plan. Motion carried 5 yes, 0 no.

5. Acceptance of donation of Digital Piano for Music Department

MOTION # 13 – ACCEPTANCE OF DONATION

ON THE MOTION of Mr. Yancey, seconded by Mr. Snyder, the board moved to accept the donation of a digital piano for the music department. Motion carried 5 yes, 0 no.

6. Approval of Chorus and Band Trip to New York City April 27, 2018

MOTION # 14 – APPROVAL OF CHORUS AND BAND TRIP TO NYC

ON THE MOTION of Mr. Snyder, seconded by Mrs. Lavoie, the board moved to approve the Chorus and Band trip to New York City on April 27, 2018. Motion carried 5 yes, 0 no.

7. Approval of Area All State Festival Overnight Trip November 16-17, 2018

MOTION # 15 – APPROVAL OF OVERNIGHT TRIP

ON THE MOTION of Mr. Snyder, seconded by Mrs. Lavoie, the board moved to approve the overnight trip to the Area All State Festival from November 16-17, 2018. Motion carried 5 yes, 0 no.

8. Non Resident Students
 - a. Student Entering Grade K
 - b. Student Entering Grade 2
 - c. Student Entering Grade 5
 - d. Student Entering Grade 6
 - e. Two Students Entering Grade 7
 - f. Two Students Entering Grade 8
 - g. Three Students Entering Grade 10
 - h. Student Entering Grade 11
 - i. Three Students Entering Grade 12

MOTION # 16 – APPROVAL OF NON RESIDENT STUDENTS

ON THE MOTION of Mr. Snyder, seconded by Mrs. Lavoie, the board moved to approve 15 non-resident students for the 2018-19 school year. Motion carried 5 yes, 0 no.

9. Authorization for Mr. Davis to accept the Auctions International Bids

MOTION # 17 – AUTHORIZATION TO ACCEPT BIDS

ON THE MOTION of Mr. Dodge, seconded by Mr. Snyder, the board moved to approve the authorization of Mr. Davis to accept the Auctions International Bids for bus #95. Motion carried 5 yes, 0 no.

- VI. Policy
 - a. Second Reading of Revised School Food Service Program and Meal Charge Policy #5302
 - b. Second Reading of Code of Ethics For All District Personnel Policy # 0020
 - c. Second Reading of Education of Homeless Children Policy # 7002
 - d. Second Reading of Procedures For Achieving Education of Homeless Children Regulation # 7002.1

MOTION # 18 – APPROVAL OF POLICIES

ON THE MOTION of Mr. Yancey, seconded by Mrs. Lavoie, the board moved to approve the second readings of the policies and regulations as follows: Revised School Food Service Program and Meal Charge Policy #5302, Code of Ethics For All District Personnel Policy # 0020, Education of Homeless Children Policy # 7002, and Procedures For Achieving Education of Homeless Children Regulation # 7002.1. Motion carried 5 yes, 0 no.

- e. Discussion on updating regulations –
 - 1. Motion to rescind all Regulations in Board Policy Manual
 - 2. Motion to change approval process for Regulations to Superintendent approval only, no Board approval necessary for Regulations only

MOTION # 19 – APPROVAL TO RESCIND ALL REGULATIONS AND CHANGE APPROVAL PROCEDURES FOR REGULATIONS

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Dodge, the board moved to rescind all Regulations in the Board Policy Manual and to change the approval process for Regulations to Superintendent approvals only, no Board approval will be necessary for Regulations only. All current Regulations are hereby Superintendent approved and remain in effect. Motion carried 5 yes, 0 no.

- VII. Old Business
 - a. None

- VIII. New Business
 - a. Personnel

- 1. Resignations
 - a. Jennifer Dodge – Secondary Social Studies Teacher effective 8/31/18
 - b. Betsy Lopata – Teacher’s Assistant effective 9/1/18
 - c. Beverly Biedermann – Board of Education Member effective 9/7/18
 - d. Laurie Zbock – Board of Education Member effective 9/8/18

MOTION # 20 – ACCEPTANCE OF RESIGNATIONS

ON THE MOTION of Mr. Snyder, seconded by Mrs. Lavoie, the board moved to accept the resignations of Jennifer Dodge – Secondary Social Studies Teacher effective 8/31/18, Betsy Lopata – Teacher’s Assistant effective 9/1/18, Beverly Biedermann – Board of Education Member effective 9/7/18 and Laurie Zbock – Board of Education Member effective 9/8/18. Motion carried 5 yes, 0 no.

- 2. Appointments
 - a. Internal Claims Auditor – Johanna Kaul
 - b. Alternate Internal Claims Auditor – Brian Latella
 - c. CSE/CPSE Chairperson – Brian Latella with a stipend of \$8,000 per year
 - d. William Hunter III – Probationary Biology Teacher effective 9/4/18 with recommendation for tenure of 9/4/21 with Permanent Certifications in Biology 7-12, Chemistry 7-12, General Science 7-12 Extension, and General Science 5-6 Extension at M6, Step 13 with Masters at \$57,308 per year

MOTION # 21 – APPROVAL OF APPOINTMENTS

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Snyder, the board moved to approve the appointments as listed above. Motion carried 5 yes, 0 no.

- 3. Salary Adjustment
 - a. Nicole LeClair – correction in annual salary to \$40,213

MOTION # 22 – SALARY ADJUSTMENT

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Dodge, the board moved to approve the salary adjustment for Nicole LeClair to \$40,213 annually. Motion carried 5 yes, 0 no.

4. Advisor Appointments
 - a. Detention Monitors – Cathy Kimpton, Jessica Mortensen
 - b. Tracey Lewis – Class of 2021
 - c. Kurt Peavey – Class of 2022

MOTION # 23 – APPROVAL OF ADVISORS

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Dodge, the board moved to approve the advisors as listed above. Motion carried 5 yes, 0 no.

5. Mentors
 - a. Nicole Winegard for Nicole LeClair
 - b. Brenda Millson for Amanda Goodenough
 - c. Michele Cotter for Amber Thrasher

MOTION # 24 – APPROVAL OF MENTORS

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Snyder, the board moved to approve the mentors as listed above. Motion carried 5 yes, 0 no.

6. Leave Requests
 - a. Mary Belfield – Leave without pay February 25 - March 7, 2019

MOTION # 25 – LEAVE REQUEST

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Snyder, the board moved to approve the leave request of Mary Belfield without pay from February 25 through March 7, 2019. Motion carried 5 yes, 0 no.

- b. CSE/CPSE Recommendations – in official packet

MOTION # 26 – APPROVAL OF CSE/CPSE RECOMMENDATIONS

ON THE MOTION of Mr. Snyder, seconded by Mr. Dodge, the board moved to approve the CSE/CPSE Recommendations as provided in the official packet. Motion carried 5 yes, 0 no.

- c. Principal Reports
 1. Mr. Nichols was not present.
 2. Mr. Latella discussed the professional development days, the Open House was well attended, Boys Scouts looks to be starting out very successful this year, the very popular Book Fair was all last week, the successful spaghetti dinner, the improvements in the parent pick up and drop off procedures due to the increased area in the parking lots, the addition of new teachers and staff for this year, and the great new ideas and options for students with the STEM and STEAM programs.

IX. Correspondence

- a. The Madison Oneida BOCES Banner newsletter was shared.
- b. Richard Engelbrecht's monthly BOCES newsletter for September 2018 was shared.
- c. The MO BOCES School Library System 2018-19 Calendar was shared.
- d. A letter from a parent requesting transportation to Colgate was shared.

X. Executive Session

MOTION # 27 – ENTER EXECUTIVE SESSION

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Dodge, the board moved to enter into Executive Session at 7:12 pm with Mrs. Lavoie acting as temporary District Clerk to discuss the medical, financial, credit or employment history of a particular person or corporation or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Motion carried 5 yes, 0 no.

XI. Adjourn Executive Session

MOTION # 28 – ADJOURN EXECUTIVE SESSION

ON THE MOTION of Ms. Clark, seconded by Mr. Snyder, the board moved to adjourn Executive Session at 7:52 pm. Motion carried 5 yes, 0 no.

XII. Adjournment

MOTION # 29 – ADJOURNMENT

ON THE MOTION of Ms. Clark, seconded by Mr. Snyder, the board moved to adjourn for the evening at 7:52 pm. Motion carried 5 yes, 0 no.

DRAFT

The Executive Session Meeting of the Board of Education of Madison Central School was held on October 11, 2018 at 6:00 pm in the library.

MEMBERS PRESENT: Mr. Stephen Dodge
Mrs. Jennifer Lavoie
Mr. Jona Snyder
Mrs. Stephanie Tanner
Mr. Steven Yancey

MEMBERS ABSENT: None

OTHERS PRESENT: Mr. Michael Davis, Superintendent

- I. Call to Order
 - a. Mrs. Tanner, President, called the meeting to order at 6:00 pm.

- II. Executive Session and appoint temporary District Clerk for Executive Session
 - a. To discuss the medical, financial, credit or employment history of a particular person or corporation or matters leading to the **appointment**, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

MOTION # 17 – ENTER EXECUTIVE SESSION

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Snyder, the board moved to enter into Executive Session at 6:30 pm to discuss the medical, financial, credit or employment history of a particular person or corporation or matters leading to the **appointment**, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation with Jennifer Lavoie acting as temporary District Clerk. Motion carried 5 yes, 0 no.

- III. Adjourn Executive Session

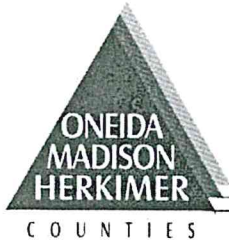
MOTION # 18 – ADJOURN EXECUTIVE SESSION

ON THE MOTION of Mrs. Tanner, seconded by Mr. Yancey, the board moved to adjourn Executive Session at 7:00 pm. Motion carried 5 yes, 0 no.

- IV. Adjournment

MOTION # 19 – ADJOURNMENT

ON THE MOTION of Mr. Yancey, seconded by Mr. Snyder, the board moved to adjourn for the evening at 7:00 pm. Motion carried 5 yes, 0 no.



School Boards Institute

"Children First"

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To: OMH-SBI Members

From: Jim Van Wormer

Re: Meet the NYS - Assembly and Senate Candidates

Date: 9/24/18

Please be advised we have the following candidates coming to our "Meet the NYS Assembly and Senate Candidates" which will be held at the Oneida BOCES, October 22. Registration and light dinner 6:00 – 6:30. Program begins at 6:30 p. m.

Assembly 121st District – Assemblyman William Magee D
Candidate John Salka R

Assembly 101st District – Assemblyman Brian Miller R
Candidate Chad McEvoy D

Assembly 119th District – Candidate Dennis Bova R
Candidate Marianne Buttenschon D

Assembly 118th District - Candidate Robert Smullen R
Candidate Kieth Rubino D

Assembly 117th District – Assemblyman Ken Blankenbush – Unopposed

Senate 51st District - Senator Jim Seward – Unopposed

Senate 53rd District – Candidate Rachel May – D
Senator David Valesky – Has not committed yet to running against her according to Oneida County Board of Elections

Senate 47th District – Senator Joe Griffo – Unopposed

Senate 49th District – Senator Tedisco - Unopposed

Candidates running unopposed typically do not attend this event. We send them information regarding our Legislative Forum in January as they will be reelected.

Agenda

Oneida-Madison-Herkimer Counties School Boards Institute
General Membership Meeting

“Meet the Candidates”

New York State Assembly and Senate Candidates

Monday, October 22, 2018

Oneida BOCES – Oneida Room

4747 Middlesettlement Road, New Hartford N.Y. 13413

Registration and Coffee/Dessert with Legislators and Candidates	6:00 p.m. - 6:30 p.m.
Welcome, Pledge of Allegiance & Program Overview: Michael Head, OMH-SBI President Jim Van Wormer, Coordinator for Board Training	6:30 p.m. - 6:40 p.m.
NYS Senate & NYS Assembly Candidates	6:40 – 8:30 p.m.

Questions from OMH-SBI Members & closing comments by legislative candidates

Facilitators: OMH-SBI Legislative Committee member and/or Officers

Confirmed candidates as of 10/4/18:

Assembly District:	101 st	Assemblyman Brian Miller Candidate Chad McEvoy
Assembly District:	118 th	Candidate Robert Smullen Candidate Keith Rubino
Assembly District:	119 th	Candidate Marianne Buttenschon Candidate Dennis Bova
Assembly District:	121 st	Assemblyman William Magee Candidate John Salka
Senate District:	53rd	Candidate Rachel May

Closing: Mr. Michael Head, OMH-SBI President

Format for the Evenings Program:

- 6:00-6:30 Registration and Coffee/Dessert with Legislators and Candidates
- 6:30 Introductions - Michael Head, OMH-SBI President,
Jim Van Wormer, OMH-SBI Coordinator for Board Training
- 6:40 Candidates, all at the head table, have up to 3 minutes to tell why
they are the best candidate for their respective district. We do not do
this for the Legislative Forum in January but we have several new or
almost new candidates this year.
- 7:05 - 8:30 Questions from the audience.

Facilitators will be in the audience with a microphone. Participants will state their name and school district.

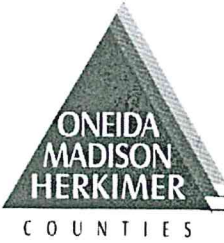
Audience members are school board members and administrators. All questions will be on education, (school aid, school aid formula, mandate relief, charter school position etc.) and / or how to improve the upstate economy.

Candidates will have up to 2 minutes to respond. Questions will be rotated as, candidate #1 will answer first and it will go down the line. Next question candidate #2, candidate #1 will be last to answer. Next question candidate # 3 will go first etc.

The legislative Committee is considering just having one candidate answer a question and then the next person would get a new question. If they have something to add they could do so when they are up for their next question.

Good point is we would not have as much repetition answering the questions. Bad point is we will need many more questions. If you have feelings either way, please let Tom, Russ or myself know.

Many thanks for all of your support.



School Boards Institute

"Children First"

OMH-SBI "Meet the Candidates" NYS Assembly and Senate Candidates

Date: October 22, 2018 (Monday)
Time: 6:00 p.m. "Check in" and light dinner
6:30 p.m. Program (Agenda is attached)
Site: Oneida BOCES
Middlesettment Road, New Hartford

There is NO CHARGE for this event.

* * * * *

To register for "Meet the Candidates":
Fill out the form email to vdevereese@herkimer-boces.org. Any questions, contact Vicki Devereese, Herkimer BOCES, School Boards Institute, at (315) 867-2007

**** REGISTER by Wednesday, October 17th ****

SCHOOL DISTRICT: _____

Name _____ Title _____ Telephone _____
Name _____ Title _____ Telephone _____
Name _____ Title _____ Telephone _____
Name _____ Title _____ Telephone _____
Name _____ Title _____ Telephone _____
Name _____ Title _____ Telephone _____
Name _____ Title _____ Telephone _____
Name _____ Title _____ Telephone _____
Name _____ Title _____ Telephone _____

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Agenda

Oneida-Madison-Herkimer Counties School Boards Institute
General Membership Meeting

“OMH-SBI Second General Membership Meeting” *Thursday, November 8, 2018*

ONEIDA BOCES (Oneida room)
Middle Settlement Road, New Hartford, New York

6:00 – 6:30 p.m.

Registration & Light Dinner

6:30 p.m.

Program

We hope you plan on attending this historic OHM-SBI General Membership meeting on Thursday, November 8, 2018.

Our guest will be New York State Commissioner of Education:

Mary Ellen Elia

Her program will be:

- Update on SED initiatives both at the State and Federal level
- Future direction for our Pre-K - 12 Education program
- Q and A for members, so please develop your questions and be prepared to share them with the Commissioner and our group.

Our organization has been in existence for 58 years. We serve school board members in the region encompassing the Oneida BOCES, Madison BOCES, and Herkimer BOCES. We represent 32 individual school districts and 3 BOCES Board of Education. Our OMH-SBI goals include communication, advocacy, and education training for our 225 school board members, school superintendents, administrators, teachers, support staff, PTA's, and other members of the greater school community. All told our school board members have a direct impact on 53,000 students in our OMH-SBI region.

While SED Commissioners in the past have visited the area to talk to respective schools and various constituencies, this is the first time in our 58 year history the Education Commissioner has addressed our group.

Our program committee would appreciate your consideration for attending this event. A good turnout would reinforce to the Commissioner our continued commitment to our students and our school communities.

Your OMH-SBI thanks you in advance for your consideration of this program.



School Boards Institute

"Children First"

OMH-SBI Registration Form

"OMH-SBI Second General Membership Meeting"

MICHAEL HEAD
President
Telephone:
(315) 794-2891
E-Mail:
mhead@wboro.org

WILLIAM LENNOX
1st Vice President
Telephone:
(315) 895-5655
E-Mail:
wblennox47@gmail.com

STEVEN BROEDEL
2nd Vice President
Telephone:
(315) 684- 7838
E-Mail:
sbroedel@m-ecs.org

JAMES VanWORMER
Coordinator for
Board Training
Telephone:
(315) 941-6229
E-Mail:
jvwormer@gmail.com

VICKI DEVERESEE
Secretary for
Board Training
Telephone:
(315) 867-2007
FAX: 867-2002
E-Mail:
vdevereese@herkimer-boces.org

Date: November 8, 2018 (Thursday)
Time: 6:00 p.m. – 6:30 p.m. "Check in" and Light Dinner
6:30 p.m. Program (*Agenda is attached*)
Presenter: NYS Commissioner of Education, Mary Ellen Elia
Site: Oneida BOCES - Middle Settlement Road, New Hartford
(Oneida room)

* * * * *

To register for OMH-SBI Second General Membership Meeting:
Fill out the form and submit by email to vdevereese@herkimer-boces.org. Any questions,
contact Vicki Devereese, Herkimer BOCES, School Boards Institute, at (315) 867-2007.

**** REGISTER by Friday, November 2, 2018 ****

SCHOOL DISTRICT: _____

Name _____ Title _____ Telephone _____

Name _____ Title _____ Telephone _____

Name _____ Title _____ Telephone _____

Name _____ Title _____ Telephone _____

Name _____ Title _____ Telephone _____

MESSAGE FROM JIM VAN WORMER:

We are taking a survey to determine the need of offering the training sessions below.

New board members are required to have completed the two training programs listed below prior to completing their first year of service.

The training programs are:

New School Board of Education Training:

Topics:

*Session I: The Importance and Purpose of School Boards
Policy and Board Operations
Data Use for Accountability and Student Achievement*

Session II: Board Members Rights and Responsibilities

Fiscal Oversight Training:

Topics:

*Session I: Legal Overview
School District Finances: Roles & Responsibilities
Budget Development and Management*

*Session II: Fund Accounting & Policy
Financial Reporting
Demystifying Fiscal Control, Fiduciary Responsibility
And Fiscal Oversight*

If a new board member has not yet completed one of the sessions, this would be the last opportunity before the end of the first year of service. Members are only required to attend sessions they have not yet completed.

If you have questions regarding what sessions you need, please contact your local Board Clerk. If you have additional questions, please contact Jim Van Wormer, Coordinator of Board Training at 941-6229.

Once we determine what Sessions and Topics need to be addressed Board members needing the training will be contacted with a date and time that will be convenient for their schedules.

Please complete and send to Vicki Devereese, OMH-SBI Secretary by March 1:

School District:

Name of Board Member:

What session is needed (please check topics that the above BOEmember needs to take)

New School Board of Education Training:

Session I:

- _____ The Importance and Purpose of School Boards
- _____ Policy and Board Operations
- _____ Data Use for Accountability and Student Achievements

Session II:

- _____ Board Members Rights and Responsibilities

Fiscal Oversight Training:

Session I:

- _____ Legal Overview
- _____ School District Finances: Roles & Responsibilities
- _____ Budget Development and Management

Session II:

- _____ Fund Accounting & Policy
- _____ Financial Reporting
- _____ Demystifying Fiscal Control, Fiduciary Responsibility And Fiscal Oversight

Extra-Classroom Activity Overnight Trip Approval Form

MUST BE APPROVED BY THE BOARD OF EDUCATION

Activity: National FFA Convention

Date of Trip: 10/23/2018 – 10/28/2018

Trip Destination: Indianapolis, IN
(attach touring company proposal – need amounts and dates payments are due)

Trip Description and Events Attending While on Trip:
10/23/18 – Lincoln Electric - tour stop on way to Indianapolis
10/24/18 – Fair Oaks Farm Adventure
10/24/18 - National FFA Convention Opening Session – Speaker Kyle Scheele
10/24/18 – National FFA Convention Concert @ Lucas Oil Stadium
10/25/18 – National FFA Convention, Indianapolis, IN
10/25/18 – National FFA Convention Rodeo @ Indianapolis State Fair
10/26/18 – National FFA Convention, Indianapolis, IN
10/27/18 – National FFA Convention – Final Session and return to New York

Number of Students Attending: 6

Expected Cost Per Student: \$525.00

Chaperones: 1 – Paul Perry

Expected Cost Per Chaperone: \$625.00

Expected Out of Pocket Expenses Per Student: \$50.00

Expected Out of Pocket Expenses Per Chaperone: \$50.00

Fundraising Activities Planned and Expected Revenue from each Fundraiser:

Students have already raised money that will be used for this trip into their “FFA Thrift” accounts by: commission on prior year fruit sales, parking cars during antique week and selling ice cream sandwiches and water during antique week. Since this is an annual trip, many students plan on the trip and budget/ fundraise for it during the year.

** note: COI from tour bus company – Wade Tours has been requested and will be provided. Charter bus driver’s abstracts from tour bus company will also be provided

Board of Education Approval Date: _____

Superintendent: _____

6:30 PM – *Hot Tub, Pool, and Pizza Party* @ the Hotel
8:30 PM

11:00 PM Curfew

Saturday, October 27, 2018

Continental Breakfast @ Hotel

7:00 AM American Degree ceremony – as scheduled – transportation as needed

8:30 AM Depart hotel

9:00 AM Convention Schedule TBA --

11:30 AM Return to Convention

Closing Programs and announcement of 2018-2019 National FFA Officer Team

3:00 PM Depart Convention

6:30 PM Dinner on Your Own (Trip will provide \$5 toward scheduled meal stop at fast-food area)

Stops through the Night

Sunday, October 28, 2018

3:15 AM Return

Batavia Exit #48

3:45 AM Return

Canandaigua Exit #44 (1 bus ONLY – TBA – Marcus Whitman)

4:15 AM Return

Weedsport Exit #40 (1 bus ONLY – TBA – Southern Cayuga)

5:00 AM Return

Syracuse (Thruway Exit #36)

6:00 AM Return

VVS

Part C - Terms and Conditions Specific to This Purchase

RFP Number	Product/Service Requested Physician Services
Contract Period September 1, 2018 – June 30, 2021	
Submission Deadline Note: Proposals are to be mailed or delivered to the above address. E-mail Proposals will not be accepted.	
Designated Contact Michael Davis Superintendent Telephone: (315) 893-1878 E-mail: mdavis@madisoncentralny.org	RFP Opening Date: September 17, 2018 Time: 11:00 AM Place: Madison Central School District Superintendent 7303 State Route 20 Madison, NY 13402

Madison Central School District
Part C -- Terms and Conditions Specific to This Purchase
Physician Services
Page | 2

Purpose

For the purposes of this document, Madison Central School District will be referred to as "District" and the Physician/Physician Group will be referred to as "Physician." This Request for Proposals is for the purpose of selecting a qualified and experienced Physician. The District seeks services for the school years:

- September 1, 2018 - June 30, 2019
- July 1, 2019 - June 30, 2020
- July 1, 2020 - June 30, 2021

Brief Description of the District

- Current Approximate Madison Central School District Enrollment – Pre-K through 12th grade: 460

Physician Services Specifications

The Physician Services shall be performed in full compliance with:

- ❖ The attached Agreement which will be executed by the District and the selected Physician prior to commencement of the contract on September 1, 2018;
- ❖ Regulations of the Commissioner of Education for New York State; and
- ❖ Regulations and guidelines of the American Medical Association, American Pediatric Association and the Surgeon General of the United States.

Special services shall be performed in accordance with specific guidelines from the Board of Education or Superintendent of Schools.

General Information

- Approximately 25% of Madison Central School District 7th grade through 12th grade enrollment will require physical examinations in order to participate in interscholastic athletics.
- Approximately 10% to 25% of Madison Central School District Pre-K through 6th grade enrollment will require physical examinations in order to enroll in school per New York State Education Department guidelines.
- Less than 5% of Madison Central School District students will require a physical in order to get working papers.
- All physical examinations will take place at Madison Central School District.
- On occasion, consultations will be necessary between District staff and the Physician. The consultations may occur via telephone or email. On these occasions, this consultation must be taken by a doctor or nurse practitioner, not a nurse or support staff.

Inquiries

All inquiries concerning this Request for Proposals should be directed in writing to: Superintendent.

Proposal Information

- I. Each Proposal will clearly state the fees to be charged to the District for:

Services to the District for the school years ended 2018, 2019 and 2020.

This fee should be a flat annual rate and include necessary expenses. The fee should also cover follow-up work, rectifying deficiencies with any cognizant agencies, and provide for advice and counsel to District staff throughout the term of this contract. A list of the services to be covered by this fee are listed in Exhibit A to the attached Agreement

Madison Central School District
Part C -- Terms and Conditions Specific to This Purchase
Physician Services

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Board of Education Process

THE BOARD OF EDUCATION RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL PROPOSALS OR ANY PARTS OF PROPOSALS AND TO CONTRACT WITH OTHER THAN THE LOWEST VENDOR.

Anticipated Term of Award

The Proposal will cover the time periods September 1, 2018 to June 30, 2019; July 1, 2019 to June 30, 2020; and July 1, 2020 to June 30, 2021.

FOR ADDITIONAL INFORMATION REGARDING MADISON CENTRAL SCHOOL DISTRICT AUDIT REQUIREMENTS, PLEASE CONTACT THE DIRECTOR OF BUSINESS AND FINANCE IN WRITING.

Madison Central School District
Part C – Terms and Conditions Specific to This Purchase
Physician Services

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FEES:

- A. Quote for completing the District's Physician Services from September 1, 2018 through June 30, 2019

\$ Three thousand only — (\$ 3,000 —)
Written Figure

- B. Quote for completing the District's Physician Services from July 1, 2019 through June 30, 2020

\$ Thirty-one ^{hundred} only — (\$ 3,150 —)
Written Figure

- C. Quote for completing the District's Physician Services for July 1, 2020 through June 30, 2021

\$ Thirty three hundred only — (\$ 3,300 —)
Written Figure

- D. Quote for additional services beyond the scope of this RFP.

\$ 140 — per hour

PERSONNEL:

- A. Doctor(s) in charge: list names
- B. Other physician/nurse practitioner staff assigned to provide services to the District: list names.
- C. By submission of this Proposal, I hereby attest that all of the above referenced physicians/nurse practitioners who will be assigned to provide services to the District have met, and will meet during the term of the agreement with the District, all necessary continuing professional education (CPE) requirements.
- D. Any other individuals in the practice group who will be available throughout the term of the agreement with the District to provide advice and counsel: list names.

NO CONFLICTS ATTESTATION

By submission of this Proposal, I hereby attest that there are no conflicts of interest as defined by the NYS General Municipal Law or otherwise between Physician and the District.

PHYSICIAN CONTACT INFORMATION AND AFFIRMATION OF PROPOSAL

FIRM

Community Memorial Hospital

ADDRESS

150 Broad Street, Hamilton NY 13346

PHONE #

315-824-7088

FAX #

315-648-6413

NAME OF AUTHORIZED REPRESENTATIVE OF PHYSICIAN

DAWN M. SAMPSON

SIGNATURE



TITLE

Senior Director of Operations

DATE

10/8/18

Return to:

Superintendent
7303 State Route 20
Madison, NY 13402

Madison Central School District
Part C -- Terms and Conditions Specific to This Purchase
Physician Services
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AGREEMENT

Agreement effective the 1st day of September 2018 by and between the Madison Central School District, and Dr. Jennifer Mayers, with offices at 150 Broad St. Hamilton, NY (the "Physician").

WHEREAS, the District is desirous to engage a medical inspector pursuant to Section 902 of the Education Law; and

WHEREAS, the Physician has competent, licensed physicians and nurse practitioners who can render medical inspection services to the District;

NOW, therefore, in consideration of the mutual covenants and promises below, as well as other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. The District, pursuant to Section 902 of the Education Law and 8 NYCRR Section 136.2, hereby contracts with the Physician to act as the District's Medical Inspector until June 30, 2021 at a rate of \$ 7,000 from September 1, 2018 through June 30, 2019, \$ 7,150 from July 1, 2019 through June 30, 2020, \$ 7,300 from July 1, 2020 through June 30, 2021.
2. The Physician will provide consultation with all of the District's medical staff; consultation and advisement on safety, health and welfare issues; compliance with reporting requirements in the law; and performance of all inspections/physicals required/permitted under federal, state and local law, as more specifically detailed on Exhibit A of this Agreement.
3. At all times during the term of this Agreement, the Physician shall carry out its duties and provide the services of this Agreement in a competent and professional manner, and consistent with the requirements of all federal, state and local law and regulation including, but not limited to, HIPAA, FERPA, and the professional ethics and standards as enunciated by the New York State Education Department, the American Medical Association and the American Hospital Association.
4. The Physician shall comply with all the requirements in the New York State Education law for fingerprinting and criminal background checks for each of its employees working with the District's students. Proof of such compliance shall be provided to the District before any such employee performs services under this Agreement.
5. All records relating to District students, District personnel and the performance by the Physician under the terms of this Agreement are and will remain the property of the District both during and after the term of this Agreement. However, the Physician will be entitled to reasonable access to those records which relate to performance by the Physician of its obligations under the terms of this Agreement.
- 6.

Madison Central School District
Part C -- Terms and Conditions Specific to This Purchase
Physician Services

Page | 8.

The relationship of the parties shall be that of independent contractors, and neither party shall have the authority to bind or make any commitment on behalf of the other. Nothing contained in this Agreement shall be deemed to create any association, partnership, joint venture or relationship of principal and agent, master and servant, or employer and employee between the parties or any affiliates of the parties, or between the District and any individual assigned by the Physician to perform any services for the District. As an independent contractor, the Physician and any person(s) engaged by it, shall not be entitled to any medical, health, pension, retirement, disability, unemployment, workers' compensation, malpractice or other insurance or coverage, or any other benefit, similar or dissimilar from the District. The parties agree that all reporting by either of them to tax departments and other governmental agencies shall be consistent with the provisions of this paragraph.

7. During the term of this Agreement, the Physician shall maintain at its own expense:

(i) A commercial general liability policy, including contractual liability coverage naming the District as additional insured.

(ii) Workers' Compensation coverage on all representatives of the Physician providing services under this Agreement.

(iii) Professional liability coverage for each of the Physician staff providing services under this Agreement, in amounts of one million three hundred thousand dollars (\$1,300,000.00) per occurrence, three million nine hundred thousand dollars (\$3,900,000.00) aggregate. In the event that the professional liability policy is a claims made policy, the Physician shall purchase a "tail" policy for a period of no less than five (5) years from the termination date of the foregoing policy. Said "tail" policy shall have policy limits in an amount not less than the primary professional liability policy.

(iv) Any other insurance legally required to protect its employees, agents, independent contractors, and representatives in the performance of their duties under this Agreement.

(v) All insurance policies shall be with an insurance company acceptable to the District and additional insured endorsements shall be on a primary and noncontributory basis.

The Physician shall provide the District with certificates of insurance regarding all such coverage, which will provide for thirty (30) days advance written notice to the District prior to any cancellation, non-renewal or material modification of coverage.

8. The Physician agrees to indemnify, defend with competent counsel, and hold harmless the District, its board members, officers, administrators, employees, agents and representatives from and against any and all claims arising out of the acts or omissions of the Physician, its employees, agents or representatives.

9. This Agreement may not be assigned to any other person or entity without the prior written consent of the other party, and any such attempted assignment shall be null and void.

10. This Agreement may not be amended, modified, or otherwise changed or altered except by written agreement of the parties.

11.

Madison Central School District
Part C -- Terms and Conditions Specific to This Purchase
Physician Services

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This Agreement may be terminated by either party without cause on one hundred twenty (120) days prior written notice to the other. The District may, at its option, upon five (5) days prior written notice, terminate this Agreement for cause (breach of this agreement). In addition, the District may, at its option, upon the giving of written notice, terminate this Agreement in the event of the Physician loss of licensure to do business, or failure to maintain sufficient licensed personnel to perform the duties of this Agreement.

12. If any provision of this Agreement, or any part thereof, is held invalid by a court of law, the remainder of this Agreement shall in no way be affected thereby.

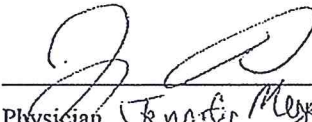
Unless the parties agree in writing to renew this Agreement upon terms satisfactory to both parties, it shall expire on June 30, 2019 without notice. Any extension or renewal of the Agreement shall be ratified by the District's Board of Education at its annual reorganization meeting.

The parties' consent to this Agreement is indicated by their signatures below:

Date:

Madison Central School District

By: President, Board of Education
Madison Central School District



Physician Jennifer Mejias MD

By: _____
(title): _____

EXHIBIT A
SCHOOL PHYSICIAN JOB DESCRIPTION

The following are duties of the Physician:

1. To make careful, periodic examinations, consistent with Education Law Sections 903 and 904, of all children in grades Pre-K, K, 1,3,5,7,9 and 11 and all new entrants who do not present a certificate from their family physicians to students enrolled in the Madison Central School District.
2. To be in the building 3 times during the school year during the months of October, March and June to give physicals for those students who have not had one by their primary doctor, for students who need a physical for interscholastic sports and to give Bus Driver physicals
2. To conduct or make arrangements for such special examinations as may be indicated after referral by the School Nurse.
3. To be a member of the Committee on Special Education, and to conduct or make arrangements for special examinations as may be indicated by such Committee. Membership is mandatory but actual attendance at each CSE meeting is necessary only if requested by the parent or the CSE in advance.
4. To examine students participating in interscholastic athletic activities at the beginning of the fall season and periodically thereafter, as deemed necessary and allowing the need for additional staffing and help during the heavy athletic sport physical dates. To adopt the new standards for the APP adopted by the NYSPHSAA Tanner Scores for both males and females.
5. To help advise regarding public health laws governing control of communicable diseases and establish policies and procedures governing the exclusion or readmission of pupils in connection with infectious or contagious diseases. The conversations in regard to Public Health laws must be with the School Physician and/or a doctor with the medical group, not the nurse or support staff.
6. To provide consultations and health information individually or in groups to school administrators, school nurses, health teachers, coaches, and teacher groups regarding matters such as:
 - a. First aid;
 - b. Diet, nutrition, and food handling;
 - c. Critical health issues; and
 - d. New developments in health care.
 - e. BMI
7. To act as a consultant to school administrators and school health personnel on medical problems and public health issues, and to render opinions regarding school policies or practices regarding health and safety needs of the school community.
8. Non-patient specific orders to administer Naloxone, epi-pens, and epinephrine. To Issue standing orders as needed based on District needs regarding health care concerns within the School district.

1922014190	Jennifer L. Meyers	MD	Community Memorial Hospital	Pediatrics- 164 Broad Street, Hamilton	Primary Pediatric Physician Medical Director
1568445245	Michael K. Walsh	DO	Community Memorial Hospital	117 West Main St, Waterville & 3045 John Trush Jr. Blvd, Cazenovia	
1831137942	Melanie R. Angell	PA	Community Memorial Hospital	5180 South Street, Munnsville & 3460 South Street, Morrisville	
1912908005	Robert W. Delorme	MD	Community Memorial Hospital	164 Broad Street, Hamilton	
1538323480	Katie Jordan	PA	Community Memorial Hospital	Urgent Care & Primary Care 164 Broad St, Hamilton	
1063428787	Daria A. York	NP	Community Memorial Hospital	3460 South Street, Morrisville	
1477808244	Cindy Marshall	NP	Community Memorial Hospital	164 Broad Street, Hamilton- NP Pediatrics	



Medical Liability Mutual Insurance Company

www.mlmic.com

Two Park Avenue, New York, NY 10016

New York, NY | Latham, NY | Syracuse, NY | East Meadow, NY

Certificate of Insurance

Issue Office: NYC Office

Phone Number: 212 576 9670

Date of Issue: May 26, 2018

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policies below.

POLICY ADMINISTRATOR:

Community Memorial Hospital, Inc.
150 Broad Street
Hamilton, NY 13346

INSURED:

RF0675134
Jennifer Meyers, MD

COVERAGES

THIS IS TO CERTIFY THAT THE POLICY OF INSURANCE LISTED BELOW HAS BEEN ISSUED TO THE INSURED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICY DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICY.

TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE	POLICY EXPIRATION DATE	LIMITS OF LIABILITY	
Professional Liability	P0007018	07/01/2018	07/01/2019	Each Person	\$1,300,000
				Total	\$3,900,000

Claims Made Occurrence

Specialty: Pediatrics (not to include Tonsillectomy and Adenoidectomy, other major surgery, or general or spinal anesthesia)

Specialty Specific Limiting Endorsements, if any: None

Cancellation, Change or Nonrenewal:

IN THE EVENT OF ANY MATERIAL CHANGE IN, CANCELLATION OF, OR FAILURE TO RENEW SAID POLICY, THE COMPANY ISSUING THIS CERTIFICATE WILL ENDEAVOR TO GIVE WRITTEN NOTICE TO THE PARTY TO WHOM THIS CERTIFICATE IS ISSUED, BUT FAILURE TO GIVE SUCH NOTICE SHALL IMPOSE NO OBLIGATION NOR LIABILITY UPON THE COMPANY.

CERTIFICATE HOLDER:

Attn: Medical Staff Office
Community Memorial Hospital, Inc.
150 Broad Street
Hamilton, NY 13346

Authorized Representative



NATIONAL FFA
ALUMNI AND SUPPORTERS

6060 FFA Drive
P.O. Box 68960
Indianapolis, IN
46268-0960

P 317-802-4349
F 317-802-5349
FFA.org

2018 Legacy Grant Recipient

*Congratulations! Your application was chosen to receive a National FFA Alumni and Supporters Legacy Grant in the category of **Creating**.*

WHAT THIS MEANS

Your chapter is receiving **\$500** to be used by **December 31** to help establish your FFA Alumni and Supporters Chapter. Please take pictures of your project and provide a year-end report of how your funds were used by **February 1, 2019**. Anyone in a picture should complete a National FFA photo release form. All photo release forms and pictures should be emailed to alumni@ffa.org with the name of your chapter included.

EXAMPLE USES OF GRANT MONEY

We recommend using your goals from your grant application to guide your use of grant funding. In addition, you can consider using money to cover affiliation fees, recruitment meeting refreshments or travel stipends to a Regional Development Conference (visit www.ffa.org/gotordc to register.) You may also take advantage of the following special rates on the below kits that are only available to grant recipients:

ALUMNI AND SUPPORTERS STARTER KIT (\$177.50 VALUE) = \$100

- Custom Vinyl Motto Banner (\$69.00 value)
- 3' x 5' Alumni 100% Nylon Indoor Flag (\$69.00 value)
- Personalized Alumni and Supporters Gavel Block Set (\$39.50 value)

ALUMNI AND SUPPORTERS GIVEAWAY KIT (\$222 VALUE) = \$150

- 10- FFA Alumni and Supporters Key Chains (\$60.00 value)
- 10 - 20 oz. Blue Alumni and Supporters Travel Mugs (\$50.00 value)
- 10- Alumni Pens (\$50.00 value)
- 25- Forever Blue Bumper Stickers (\$37.50 value)
- 2- Forever Blue Note Cards Pkg. of 12 (\$17.00 value)
- Support Button Pkg. of 25 (\$7.50 value)

MOVING FORWARD

If you have any questions or want to order either of these kits please contact us at alumni@ffa.org. For more information on National FFA Alumni and Supporters, please visit www.ffa.org/alumni. We also encourage you to apply for a Legacy Grant in the category of Partnering or for a Give Back to Your Roots grant so that you can begin working even more with your local FFA chapter. The next grant deadline is September 4. Thank you for your participation.

Forever Blue,

National FFA Alumni and Supporters

Madison Central School District

SUPERINTENDENT'S REGULATION

Draft 10/10/2018

0010.1

GENERAL COMMITMENTS

REPORT OF POSSIBLE DISCRIMINATION OR HARASSMENT

Date: _____

Your Name: _____

Home Address: _____

Home Telephone: () _____

Work Address (if applicable): _____

Work Telephone (if applicable): () _____

Date of Alleged Incident(s): _____

Name of person(s) you believe discriminated against you: _____

List any witnesses that were present: _____

Where did the incident(s) occur? _____

Describe the incident(s) as clearly as possible, including such details as: what force, if any, was used; any verbal statements (i.e. threats, requests, demands, etc.); what, if any, physical contact was involved; what did you do to avoid the situation, etc. (Attach additional pages if necessary.)

What would you like done to correct this situation?

I hereby certify that the information I have provided in this Complaint is true, correct and complete to the best of my knowledge and belief.

Your Signature

Date

Received by: _____

Date

Madison Central School District

Approved by the Superintendent: 8/21/12, _____

Madison Central School District

SUPERINTENDENT'S REGULATION

Draft 10/10/2018

GENERAL COMMITMENTS

0010.2

DASA INCIDENT REPORTING FORM

I. To be completed by person reporting the incident (or the person receiving the complaint and/or investigating the incident)

School: _____ Dignity Act Coordinator: _____

Position: _____ Today's date: _____

Name of person reporting incident: _____

Role of person reporting incident (Check one)

Student Target Student (witness) Parent/Guardian Staff Member Other _____

Phone: _____ Email: _____

Name of target: (student being bullied, harassed, or discriminated against)

Name(s) of alleged offender(s):

Date(s) and time(s) of incident(s):

What was your involvement in the incident?

I was directly involved in the incident I observed the incident I heard about the incident

Where did the incident happen? (Check all that apply)

On school property Classroom Hallway Bathroom Cafeteria Gym Locker Room

At a school function On a school bus Off school property Electronic Communication

Other (describe): _____

Type of incident (Check all that apply)

Physical contact (kicking, punching, spitting, tripping, pushing, taking belongings)

Verbal threats (gossip, name-calling, put-downs, teasing, being mean, taunting, making threats)

Psychological (non-verbal actions, spreading rumors, social exclusion, intimidation)

Abuse (actions or statements that put an individual in fear of bodily harm)

Cyberbullying (misusing technology/social media to harass, tease, threaten, post pictures (sexting))

Other (describe): _____

Who was involved in the incident?

Student Employee Both student and employee

Policy

Draft 10/10/2018
0010

GENERAL COMMITMENTS

EQUAL OPPORTUNITY AND NONDISCRIMINATION PROHIBITION OF DISCRIMINATION AND HARASSMENT (INCLUDING SEXUAL HARASSMENT)

I. Statement of Policy

- A. The Madison Central School District provides education programs and services, does business with vendors and the public, provides equal access to the Boy Scouts and other designated groups, and makes decisions regarding employment without consideration of an individual's race, color, creed, religion, national origin (regardless of English language skills), age, sex, sexual orientation, marital status, military or veteran status, disability, genetic information or predisposing genetic characteristics, arrest record, or prior criminal convictions, or domestic violence victim status; except when sex or age are a bona fide occupational qualification, when a criminal conviction is related to job duties, and when an individual's religion or disability warrants reasonable accommodation.
- B. Our commitment to provide education programs and services without discrimination includes participation in nonacademic and extracurricular services such as transportation, counseling services, student clubs, and physical education and athletics.
- C. Our commitment to provide employment without harassment, including sexual harassment, or discrimination includes recruiting, employment decisions, promotion opportunities, compensation, fringe benefits, workplace conditions, workplace discipline, and termination decisions.
- D. No student shall be subjected to harassment or bullying (as defined below) by employees or students on school property or at a school function. No student shall be subjected to discrimination based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, (including gender identity or expression), or sex by another student or a school employee on school property or at a school function. This Policy does not prohibit a denial of admission into, or an exclusion from, a course of instruction that is permissible under the New York State Education Law and Federal Title IX of the Education Amendments of 1972; nor does it prohibit actions that are permissible under Section 504 of the Rehabilitation Act of 1973.
- E. This goal of this Policy is to create a school environment that is free from discrimination, bullying and harassment. This Policy shall be interpreted and implemented so that the District complies with its obligations under Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1975, the Americans with Disabilities Act, the Age Discrimination in Employment Act, Section 201-g of the New York Labor Law, Section 504 of the

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Rehabilitation Act of 1973, the New York State Human Rights Law, and the New York State Education Law, as interpreted and enforced by applicable regulations.

II. Opportunities for Individuals with Disabilities

- A. Education Programs, Services, and Activities: A student with a disabling condition who qualifies for services under the Individuals with Disabilities Education Act (IDEA) and Part 200 of the Regulations of the Commissioner of Education shall receive services in accordance with Policy 8500, Special Education. A student with a condition that is considered a disability for purposes of Section 504 of the Rehabilitation Act of 1973, but does not qualify for services under Policy 8502, shall be provided educational programs, services, and activities in accordance with Section 504.
- B. Employment: An employee with a condition that is defined as a disability, or with a history of such a condition, and who is otherwise qualified to perform the essential functions of the position, shall not be denied any employment opportunity or benefit. When a reasonable accommodation will permit an applicant or employee to perform the essential functions of the position, the District will provide a reasonable accommodation that does not impose an undue burden upon the District.
- C. Public Accommodation: District facilities shall be designed, constructed, and maintained so that, when each part of the District's program is viewed in its entirety, that part of the program is readily accessible to handicapped persons.

III. Harassment Bullying and Discrimination Prohibited

A. General Standard of Conduct

No one who is receiving an education from the District, or who is employed by the District, or who is present on school property or at a school event, should experience harassment, bullying, or discrimination. The District's Code of Conduct prohibits harassment, bullying and discrimination and it applies to conduct by District employees, District students, and anyone else on school property or at a school event.

When determining whether particular conduct or statements are to be classified as prohibited harassment, the District will consider the intent of the person engaging in the conduct or making the statement; however, the determining factor will be whether the person at whom the conduct or statement was directed reasonably experienced the conduct or statement as unwelcome harassment.

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B. Conduct Directed at a Student

~~1.~~ Conduct (including verbal conduct) directed at a student will be classified as harassment or bullying if it ~~creates a hostile environment~~ that either:

1. Creates a hostile environment that has or would have the effect of unreasonably and substantially interfering with

a. ~~has the effect, or would have the effect of substantially and unreasonably interfering with the student's educational performance, opportunities, or benefits; or~~

b. ~~causes, or would be expected to cause, the student to reasonably fear for their physical safety; or~~

b. the student's physical, emotional, or mental well-being, or

c. causes, or would reasonably be expected to cause, harm to the student's emotional well being through the creation of a hostile school environment that is so severe, or so pervasive, that it substantially and unreasonably interferes with the student's education.

2. Conduct that occurs off school property will be classified as a violation of this Policy if it creates, or foreseeably would create, a risk of substantial disruption within the school environment.

3. Conduct that occurs through electronic communication will be classified as a violation of this Policy if it otherwise fits the definition set forth in this section.

C. Conduct Directed at Someone Other than a Student

Conduct (including verbal conduct) directed at someone other than a student who is present on school property or at a school event will be classified as discrimination or harassment if it is motivated by that person's race, color, creed, religion, national origin, age, sex, sexual orientation, marital status, military or veteran status, disability, predisposing genetic characteristics, arrest record, or prior criminal convictions, and

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1. It has the purpose or the effect of substantially interfering with the person's work performance; or
 2. the person is explicitly or implicitly told that they must submit to that treatment in order to receive or continue to receive employment opportunities; or
 3. a decision by the District about that person's employment is influenced by whether that person has submitted to the treatment or objected to it.
- D. Also prohibited, as sexual harassment, is the making of unwanted sexual advances, the making of any requests for sexual favors, and subjecting another person to any touching, teasing or other verbal communication of a sexual nature. The following describes some of the types of acts that may be unlawful sexual harassment:
1. Physical assaults of a sexual nature, such as:
 - a. Rape, sexual battery, molestation, or attempts to commit these assaults.
 - b. Intentional or unintentional physical conduct which is sexual in nature, such as touching, pinching, patting, grabbing, brushing against another employee's body, or poking another employee's body.
 2. Unwanted sexual advances, propositions or other sexual comments, such as:
 - a. Requests for sexual favors accompanied by implied or overt threats concerning the victim's job performance evaluation, a promotion, or other job benefits or detriments;
 - b. Subtle or obvious pressure for unwelcome sexual activities;
 - c. Sexually oriented gestures, noises, remarks, jokes, or comments about a person's sexuality or sexual experience which are sufficiently severe or pervasive to create a hostile work environment.
 3. Sexual or discriminatory displays or publications anywhere in the workplace, such as displaying pictures, posters, calendars, graffiti, objects,

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promotional material, reading materials, or other materials that are sexually demeaning or pornographic.

- E. Anyone who feels that they have experienced prohibited discrimination or harassment should bring this to the District's attention by using the Complaint Procedure described below. Administrators and other supervisors who observe conduct that might constitute harassment, including sexual harassment, are required to report that conduct to the Compliance Coordinator.
- F. An employee, including supervisors and managers, who subject another employee to harassment, including sexual harassment, will be subject to disciplinary consequences, consistent with applicable laws and collective bargaining agreements.
- G. Conduct that occurs away from school property, such as on social media or at after-hours events, may violate this policy if it has a prohibited workplace impact.

IV. Strategy to Prevent Harassment, Bullying, and Discrimination

With the objective of preventing acts of harassment, bullying, or discrimination from interfering with any student's educational opportunities or sense of safety in school, the District will implement the procedures described in this Policy to:

- A. Expand student and employee awareness of the problem;
- B. Train staff and instruct students about appropriate, non-discriminatory behavior;
- C. Respond to reports of conduct that may violate this Policy; and
- D. Implement corrective and restorative measures as appropriate, when unacceptable conduct occurs.

V. Compliance Coordinator(s)

- A. The Compliance Coordinator for purposes of implementing this Policy shall be:

Mr. Larry Nichols, Building Principal
(315) 893-1878 ext. 204

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The Compliance Coordinator is responsible for receiving complaints of conduct that may violate this Policy and Title IX (sex discrimination), Title VI (race and national origin discrimination), or Section 504 or the Americans with Disabilities Act (disability discrimination); directing a thorough fact finding regarding those complaints; making a determination whether a violation of the Policy and federal law has occurred; overseeing the implementation of corrective action when necessary, including the making of reasonable accommodations for student or employee disabilities; making sure that this Policy has been publicized as required by law; keeping records of all reports of possible discrimination based on sex, race, national origin, or disability; and making recommendations for the updating of this Policy as necessary.

The Compliance Coordinator is responsible for fulfilling these responsibilities in the event of incidents involving adult conduct directed at other adults, adult conduct directed at students, and student conduct directed at other students.

~~B. The Compliance Coordinator is responsible for receiving and investigating complaints made under this Policy, making sure that this Policy has been publicized as required by law, making recommendations for reasonable accommodation of student and employee disabilities, keeping records of all reports of possible discrimination and related investigations and determinations, and making recommendations for the updating of this Policy, as necessary. The Compliance Coordinator serves as the Superintendent's designee for purposes of Article 2-A of the Education Law.~~

B. The principal of each school building is designated as the District's DASA Coordinator for that school building, and their names and contact information shall be included in the Code of Conduct and prominently displayed in each building. The DASA Coordinators are responsible for receiving complaints of conduct directed at students by adults or other students that may be harassment, bullying, or discrimination as described in Part I-D and Part III of this Policy; conducting a thorough fact-finding regarding those complaints; determining whether a violation of this Policy has occurred; overseeing the implementation of corrective action when required; and keeping accurate records of complaints received and action taken, as required by the State Education Department. The DASA Coordinators serve as the Superintendent's designee for purposes of Article 2-A of the Education Law (DASA).

C. The Compliance Coordinator shall inform the DASA Coordinators of matters that involve conduct directed at students, and the DASA Coordinators shall evaluate those incidents for possible violations of DASA. The DASA Coordinators shall inform the Compliance Coordinator of matters that involve complaints of possible

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discrimination on the basis of sex, race, national origin, or disability and the Compliance Coordinator shall evaluate those incidents for possible violations of Title IX, Title VI, Section 504, and the Americans with Disabilities Act.

- C. ~~This Policy shall be interpreted and implemented so that the District complies with its obligations under Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1975, Title II of the Americans With Disabilities Act, the Age Discrimination in Employment Act, Section 504 of the Rehabilitation Act of 1973, the New York State Human Rights Law, and the New York State Education Law, as interpreted and enforced by applicable regulations.~~
- D. When a report complains of possible discrimination by the Compliance Coordinator, or a DASA Coordinator, the Superintendent shall designate another school official to conduct the necessary fact-finding and make recommendations.

VI. Complaint and Fact-finding Procedure

- A. Report of Possible Harassment, Bullying or Discrimination: Attached to this Policy are Report of Possible Discrimination or Harassment and DASA Incident Reporting Form ~~is the District's form for making a Report of Possible Discrimination.~~ The Compliance Coordinator and DASA Coordinator shall make sure that ~~this~~ these forms ~~is~~ are available in each school building, and ~~its~~ their availability is known to those who may need to use it. The use of ~~this~~ these forms is encouraged, but not required; the Compliance Coordinator or DASA Coordinator shall conduct a fact-finding inquiry anytime a written or oral report is received that contains enough information to reasonably investigate.
1. An employee or other adult may report possible discrimination or harassment directed at them or another employee or other adult to the employee's supervisor or directly to the Compliance Coordinator. If the report is about conduct by the Compliance Coordinator, the report may be made to the Superintendent of Schools. If an employee makes a verbal report, they shall be asked to make a written report and told of the availability of the Report form. The person to whom the report is made is also responsible for reporting in writing their conversation and other available information to the Compliance Coordinator or Superintendent of Schools.
 2. A student may report possible harassment, bullying or discrimination directed at them or another student to any teacher, counselor, or school administrator. If a student makes a verbal report, they shall be asked to make a written report and told of the availability of the Report form. The

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- person to whom the report is made is also responsible for reporting in writing their conversation and other available information to the DASA Coordinator or Compliance Coordinator. School staff shall be trained on how to receive and refer student complaints.
3. A parent, school volunteer, or other member of the public who wishes to report possible harassment, bullying, or discrimination against a student shall make the report to the Superintendent, the Compliance Coordinator, a DASA Coordinator, or any building principal or teacher. If a verbal report is made, a written report shall be requested. The person to whom the report is made is also responsible for reporting in writing their conversation and other information to the Compliance Coordinator.
 4. District employees who either witness conduct directed at a student that may be harassment, bullying, or discrimination, or receive an oral or written report of such conduct, must report that to a DASA the Compliance Coordinator. The employee must make an oral report to the DASA Compliance Coordinator within one school day, followed by a written report to the DASA Compliance Coordinator no more than two school days after their oral report.
- B. Fact-finding Inquiry: Upon receiving a written report of possible harassment, bullying, or discrimination, the Compliance Coordinator or DASA Coordinator shall log the report, acknowledge in writing its receipt, and conduct a fact-finding inquiry designed to determine with a reasonable degree of probability what actually transpired.
1. The fact-finding inquiry should ~~be begun~~ begin promptly after receiving the complaint, and be pursued with sufficient diligence to reach a conclusion ~~promptly~~ within thirty (30) days after receipt of a written report.
 2. The inquiry should determine with as much detail as possible the sequence in which events occurred, the identity of each person involved and their respective roles, and the exact words spoken by each participant. To the extent practicable, all interviews should be conducted by one person.
 3. The inquiry shall include an opportunity for any person who has been identified as possibly violating this Policy to respond to each assertion made against them.

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4. Interviews shall be scheduled and conducted in compliance with applicable provisions of New York law and collective bargaining agreements.
 5. Each person interviewed shall be reminded that they are protected by the non-retaliation provision of this Policy, and that they are bound by that provision.
- C. Resolution: The Compliance Coordinator or DASA Coordinator shall prepare a written fact-finding report describing what investigation was done, what conclusions have been drawn about what happened, a conclusion as to whether the conduct violated the District's Policy, and, if it did, what corrective action should be taken. This report shall be submitted to the Superintendent for further action.
1. If the determination is that this Policy has not been violated, the person who made the report, and each person whose conduct was challenged, shall be told of that determination verbally and in writing. The person who made the report shall be told of the option to have the determination reviewed.
 2. If the determination is that this Policy has been violated, the person who made the report of possible discrimination shall be told of that determination verbally and in writing and, consistent with the confidentiality accorded to student and personnel records, told that appropriate corrective action has been taken to deter any repetition of the offending conduct. The person whose conduct violated the Policy shall have that explained to them, shall be told of the corrective action being taken by the District, and shall be told of the option to have the determination reviewed.
 3. When the Compliance Coordinator or DASA Coordinator verifies the occurrence of harassment, bullying, or discrimination directed at a student, the school shall take prompt action that is consistent with the District's Code of Conduct and is reasonably calculated to end the harassment, bullying, or discrimination to eliminate any hostile environment; to create a more positive school culture and climate; to prevent a recurrence of the behavior; and to ensure the safety of the student(s) at whom the conduct was directed.
 - a. Responsive actions shall be measured, balanced, and age-appropriate.

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- b. Responsive actions shall follow a progressive model and make appropriate use of intervention, education, and discipline.
 - c. Responsive actions shall vary according to the nature of the offending behavior, the developmental age of the person engaging in the behavior, and the prior history of problem behaviors by the person engaging in the conduct.
- D. Report to Law Enforcement Agency: When a DASA or Compliance Coordinator believes that conduct has occurred that constitutes criminal conduct, the Coordinator shall promptly notify the Superintendent, and the Superintendent shall promptly notify the appropriate law enforcement agency.
- E. Confidentiality: It shall be explained to anyone making a report or providing information about a report that the District does not reveal information about reports or the fact-finding process except to the extent necessary to fulfill its legal obligations to make as complete an inquiry as possible and to take appropriate corrective action when discrimination has occurred. Every witness interviewed during the fact-finding inquiry shall be instructed not to discuss the complaint or the investigation with anyone else, except as may be privileged by law.
- F. Special Fact-finder: The Superintendent is authorized to appoint a special fact-finder to carry out the responsibilities of the Compliance Coordinator or DASA Coordinator when the Superintendent concludes that the circumstances of a particular report warrant that action, and the special fact-finder shall fulfill the responsibilities of the Compliance Coordinator described in this policy.
- G. Interim Protective Action: The Superintendent has discretion to implement immediate protective action, pending the completion of a fact-finding inquiry, to protect an individual when the Superintendent concludes that the circumstances of a particular report warrant that action.
- H. Review of Administrative Response: If a person who initiated a report of possible discrimination, or a person whose conduct was challenged by a report of possible discrimination, is not satisfied with the determination of the Compliance Coordinator (or other designated investigator), they may request that the determination be reviewed by the Board of Education.
 - 1. A request for Board review must be made in writing, filed with the Board Clerk within ten (10) business days of receiving the written notice of the determination.

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2. The person requesting review shall provide a written explanation of their objection(s) to the determination, including the corrective action taken, if any. That statement shall be filed with the Board Clerk at least five (5) business days before the Board meeting at which the review will be conducted. The Board shall also be provided with a copy of the Compliance Coordinator's report and recommendation, and documentation of the Superintendent's subsequent action(s).
 3. Board discussion of the determination and the objection(s) made shall take place in executive session. Board action to adopt or change the determination shall be take place in public session.
- I. No Retaliation: No employee or student shall take a retaliatory action, or request or cause anyone else to take a retaliatory action, against any person who, in good faith, reports information about a possible violation of this Policy to a District employee or to the Commissioner of Education or to a law enforcement agency, or who initiates a report, or encourages another person to initiate a report, or testifies or assists or participates in the investigation of a report, or complaint by the District or a governmental agency.

VII. Remedial Measures When This Policy is Violated

- A. An employee found to have engaged in prohibited harassment or discrimination against another person (whether a District employee, District student, or member of the public) in the course of their employment will be subject to discipline, up to and including termination. Such decisions will be made and implemented in accordance with other District policies (e.g. the Code of Conduct) and applicable statutes and collective bargaining agreements.
- B. A student found to have engaged in prohibited harassment, bullying or discrimination against another person (whether a District employee, District student, or member of the public) while participating in a school activity or on school property will be subject to discipline. Such decisions will be made and implemented in accordance with other District policies (e.g. the Code of Conduct), the New York State Education Law, and any other applicable statutes.
- C. Any other person found to have engaged in prohibited harassment or discrimination against another person (whether a District employee, District student, or member of the public) while participating in a school activity or on school property may have their future access to school activities limited, as deemed appropriate under the circumstances.

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VIII. Dignity Act Coordinator

- A. The Board appoints at least one staff member at each school to serve as the Dignity Act Coordinator for that school, upon the recommendation of the Superintendent. Each person designated for this role shall be instructed in the provisions of Article 2-A of the Education Law and thoroughly trained in methods to respond to human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, and sex.
- B. The name and contact information for each Dignity Act Coordinator shall be publicized as follows:
- listing such information in the Code of Conduct posted on the District's website;
 - including such information in the plain language summary of the Code of Conduct provided to all persons in parental relation to students before the beginning of each school year;
 - including such information in at least one mailing per school year to parents and persons in parental relation, and in additional mailings if the information changes;
 - posting such information in a highly visible location in each school building; and
 - making such information available at the District office and each school building office.

The publication of this information shall also inform students and persons in parental relation to students that the Dignity Act Coordinator is available to speak with them if they have witnessed possible discrimination, harassment, or bullying, or if they have experienced treatment that may be prohibited discrimination, harassment or bullying.

- C. In the event a designated Dignity Act Coordinator vacates that position, the Superintendent shall immediately designate an interim Coordinator pending appointment by the Board. In the event that a Coordinator is unable to perform the duties of the position for an extended period of time, another staff member shall be immediately designated by the Superintendent as an interim Coordinator

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pending return of the previous Coordinator to the position. Contact information for the new Coordinator shall be distributed as provided above.

IX. Training and Publication of Policy

- A. All District employees will be provided with a copy of this policy. ~~notified at the beginning of each school year, or at the time of initial employment, of this Policy, the conduct expectations established by it, and how they may request an accommodation of a disability or initiate a complaint. Periodically, employees shall be provided training about the Policy and its enforcement in small group sessions.~~ Online access to a printable copy of this Policy will satisfy this requirement.
- B. All students and their families will be notified at the beginning of the school year, or at the time of enrollment, of this Policy, the conduct expectations established by it, and how they may request accommodation of a disability or initiate a complaint or report possible discrimination, harassment or bullying.
- C. A summary of this Policy shall be posted as part of the District's website, and shall be distributed periodically with District publications.
- D. The Superintendent shall ensure that ~~each year~~ all District employees receive training designed to meet the following objectives each year in an interactive format:
1. discourage the development of harassment, bullying, and discrimination;
 2. make employees aware of the effects on students of harassment, bullying, cyberbullying, and discrimination;
 3. raise the awareness and sensitivity of employees to potential harassment, bullying, and discrimination;
 4. enable employees to prevent harassment, bullying, and discrimination;
 5. enable employees to respond to harassment, bullying, and discrimination;
 6. inform employees about social patterns of harassment, bullying, and discrimination, including that based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex; and

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7. strategies for effectively addressing the problems of exclusion, bias, and aggression in an educational setting.
- E. The Superintendent shall develop and implement guidelines:
1. for the development of nondiscriminatory instructional and counseling methods to be used by District staff.
 2. for the development of measured, balanced and age-appropriate responses to instances of harassment, bullying and discrimination by students, with remedies and procedures following a progressive mode that make appropriate use of intervention, discipline and education, vary in method according to the nature of the behavior, the developmental age of the student and the student's history or problem behaviors, and are consistent with the Code of Conduct; and
 3. include safe and supportive school climate concepts in curriculum and classroom management.
- F. The District shall develop and implement a program of instruction in grades Kindergarten through Grade 12 to include a component on civility, citizenship and character education in accordance with Education Law.
1. Such component shall instruct students on the principles of honesty, tolerance, personal responsibility, respect for others, observance of laws and rules, courtesy, dignity and other traits which will enhance the quality of their experiences in, and contributions to, the community.
 2. Instruction on the principle of respect for others shall discourage acts of harassment, bullying, and discrimination.
 3. Instruction on the principle of tolerance, respect for others, and dignity shall seek to instill an awareness and sensitivity to harassment, bullying, discrimination, and civility in the relations of people of different races, weights, national origins, ethnic groups, religious, religious practices, mental or physical disabilities, sexual orientation, genders (including gender identity or expression), and sexes.
 4. This shall include instruction about safe and responsible use of the internet and electronic communications.

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X. Other Available Remedies for Unlawful Discrimination and Harassment, including Sexual Harassment:

- A. In addition to this Policy, District employees and other persons visiting or doing business with the District are protected from discrimination and harassment, including sexual harassment, by New York State and federal law. There also may be applicable local laws.
- B. The New York State Human Rights Law prohibits discrimination in employment and public accommodations, including sexual harassment. Your rights can be enforced by a complaint filed with the New York State Division of Human Rights or by filing a complaint in New York State Supreme Court.
1. You may learn more about your rights under the Human Rights Law by calling the Division's toll-free telephone number (888-392-3644) or visiting the Division's website (www.dhr.ny.gov).
 2. You may file a complaint with the Division within one year of the event you feel was harassment. You do not need a lawyer to file a complaint with the Division. The Division will investigate your complaint and make a determination whether unlawful harassment occurred. If a public hearing is required, the Division will provide an attorney. The Division may seek monetary damages on your behalf.
 3. You may start a lawsuit in Supreme Court within three years of the event you feel was harassment. You can start a lawsuit yourself (pro se), but you should retain a lawyer who is familiar with court procedures.
- C. Federal laws, including Title VII of the Civil Rights Act of 1964, also prohibit discrimination in employment and public accommodation, including sexual harassment. Your rights can be enforced by filing a charge of discrimination with the United State Equal Employment Opportunity Commission (EEOC).
1. You may learn more about your rights under federal law by calling the EEOC's toll-free number (800-669-4000) or visiting the EEOC's website (www.eeoc.gov).
 2. You may file a charge with the EEOC within three-hundred (300) days of the event you feel was harassment. You do not need a lawyer to file a charge with the EEOC.

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3. The EEOC will investigate your charge. If it determines that unlawful discrimination occurred, the EEOC will attempt to obtain a remedy on your behalf through a conciliation process. If that is not successful, you will be given a right to sue in court.
- D. If you are subjected to unwanted physical touching, coerced physical confinement, or unwanted sex acts, the conduct may constitute a crime and you should consider contacting the local police department.

Madison Central School District

Legal Ref: Title IX, Education Amendments of 1972 (20 USC §1681, 45 CFR. Part 86); §504, Rehabilitation Act of 1973 (29 USC §794, 45 CFR Part 84); 28 CFR 35.107(b), 34 CFR 104.7(b), 106.8(b), NYS Human Rights Law, (Article 15, NYS Executive Law); 8 NYCRR 100.4, 135.4, 141.1 and 200; Civil Rights Act of 1964, Title VI and VII (42 USC §§2000d and 2000e); New York State Education Law, Article 2-A and §§3201 and 3201-a; Americans with Disabilities Act of 1990 (42 USC §§12101-12213, 29 CFR Part 1630); Age Discrimination in Employment Act (29 USC §§621-634); EEOC guidelines (29 CFR Part 1609.1 and 1609.2); and NYS Labor Law §201-g.

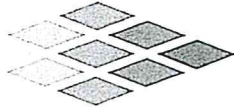
Cross Ref: 0010.1, Report of Possible Discrimination or Harassment; 0010.2, DASA Incident Reporting Form; 0040, Code of Conduct; 8500, Special Education Programs and Services; 8502, Programs for Students with Disabilities under section 504

Adopted: 1984

Revised: 09/21/95, 08/20/98, 08/21/12, 08/20/13, 06/15/16, _____

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1968-2018



Madison-Oneida

Board of Cooperative Educational Services

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FYI: From Our Board to Yours

From: Richard Engelbrecht

To: Michael Davis

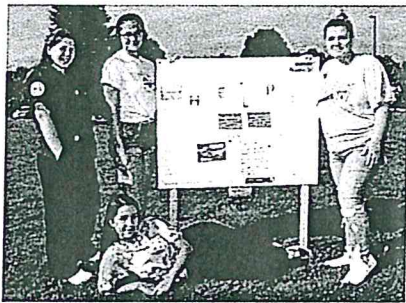
Madison Board of Education

October 2018

Career and Technical Education

HRC CLASSES PLAN SUICIDE AWARENESS EVENT

Health Related Careers seniors organized an awareness and education event on September 14 for their classmates in



recognition of Suicide Prevention Awareness Week.

Students decorated the Courtyard with signs encouraging kindness and information on seeking help for depression. The Rossetti front lawn had signs with statistics and information on teen mental health issues. Students staffed a compliment box and a trivia game, handed out ribbons, led students and staff on a guided tour of their outdoor posters, and offered temporary tattoos of a semicolon, one of the symbols of suicide awareness. Students who stopped by the event could sign the "I Promise" board and offer quotes of hope and kindness on another wall poster.



Keryn Buda, of Oneida, dressed up as Captain Nice, offering positive messages to those she saw. Captain Nice began two years ago as a staff initiative. This was the first time a student has played the role.



Staff and Curriculum Development

PRINCIPALS COMMITTEES HOLD FIRST MEETINGS

Elementary and secondary principals from around the region participated in the first of their monthly regional meetings on September 18. The Elementary Principals Advisory Committee (EPAC) and Secondary Principals Advisory Committee (SPAC) offer building leaders from the region an opportunity to learn about state and regional initiatives and workshops and to discuss current regional issues and trends. During these monthly meetings, participants also have a roundtable period to share best practices and offer ideas to colleagues.

Each committee is led by a principal facilitator. This year, Oneida Middle School Principal Todd Widrick is the SPAC facilitator and Wettel Elementary School (VVS) Principal Vince Pompo is the EPAC facilitator.



COUNSELORS BEGIN NEW LEARNING COMMUNITY

Camden guidance counselor Christine Kio held the first meeting of the new School Counselors Planning PLC on September 21 at the Costello Transportation Center. More than 30 school counselors from across the region participated. The introductory agenda included discussions about the regional advisory council and common calendars, time for district teams to work on planning and current issues, and a presentation by guest speaker Mark Mason of the New York State School Counselor Association.

This PLC is the 17th active professional learning community currently running through the MOBOCES.

Adult and Continuing Education

TWO STUDENTS EARN STATEWIDE HONORS

The New York Association for Community and Continuing Education (NYACCE) will honor two recent BCCE



graduates this month as 2018 Students of the Year.

Myo Min Tun and Sandy Rolf will receive their awards on October 23 during a statewide recognition dinner. During their trip, they will tour the State Capitol Building and meet with local elected officials to help advocate for adult education programs.



Myo, a refugee from Burma, enrolled in an ESL class at the Mohawk Valley Resource Center for Refugees in 2015, just two months after arriving in the United States. In 2017, he transitioned into Adult Basic Education classes at the Veterans Outreach Center and Utica ACCESS Site, and he completed a summer vocational and literacy training

program. He earned his high school equivalency diploma in June 2018 and now hopes to become an automotive mechanic, building on his experience in Burma repairing small engines.

Sandy left high school at age 17. She enrolled in a high school equivalency preparation class at the Rome ACCESS Site in May 2017 and earned her diploma in October 2017. She currently attends Mohawk Valley Community College full-time, working toward an associate's degree in General Studies, and hopes to transfer to a four-year college. She also works full-time at MetLife.

Alternative and Special Education

HIGH SCHOOL ADDS NEW SEMINAR CLASS

As part of its Restorative Justice and Culture of Care initiatives, the Alternative Education High School has created a new seminar class, which all high school students have daily during first period. The seminar is designed to foster student/teacher relationships and create small communities among students to build a sense of belonging.

The first lesson of the year engaged students in an activity called "The Social Contract," which built off of a successful professional development workshop last year on "Capturing Kids' Hearts." The contract asked staff and students to answer four questions and use their responses to create an agreement of behavior for their group. The Social Contract is a working document that will be utilized throughout the year to redirect students, remind them of expectations, and create a positive learning environment within the classroom.

Early Childhood Education

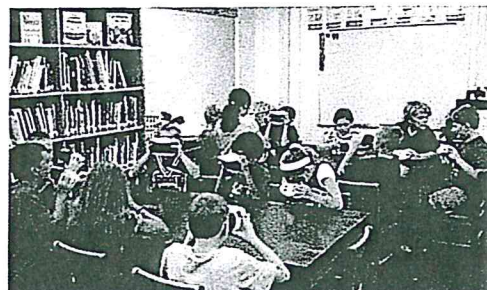
DIVISION BEGINS MENTAL HEALTH E-NEWSLETTER

Early Childhood Director Colleen Wuest has begun a quarterly mental health e-newsletter for area school administrators, building leaders and mental health professionals. The publication, "Let's Talk About Mental Health," will offer critical statewide resources, important articles, professional development opportunities and tips for parents and teachers to better support students' social-emotional development. The first issue was sent out in early September and the next one will come out around December.

Regional Information Center

CAMDEN STUDENTS TAKE EXPEDITION TO NYC

Camden Library Media Specialist Shelley DeLosh recently led McConnellsville Elementary School fourth graders on a virtual field trip to New York City



using Google Expeditions. The trip was the culminating activity for a unit on the classic children's book "The Cricket in Times Square" and gave the students an opportunity to see some of the places they read about in the book. Model Schools Instructional Technology Integration Specialist Tanya Snyder helped Shelley set up the activity and provided her with training in advance of the lesson.

Google Expeditions is a virtual reality educational tool that uses an app and special viewing goggles to allow teachers and students to explore places around the world right from their classroom.

ROME UTILIZES VISITOR MANAGEMENT SYSTEM

Rome began this school year with a new visitor management system in two of its schools as a way to increase building security. Through the MORIC's Visitor Management Solution, Administrative Systems team members implemented VisitU at Rome Free Academy and Strough Middle School. The product helps manage visitors who enter the building and sends out internal alerts via text and email when a flagged visitor tries to enter. Parents have so far been pleased with this addition to the district's security procedures.

Management Services

CAPITAL REGION TEAM VISITS COSTELLO CENTER

A team from Capital Region BOCES recently visited the Costello Transportation Center and spoke with Transportation Supervisor Frank Slawiak about the Shared Bus Maintenance service he coordinates. Capital Region BOCES began a shared bus maintenance program this past summer for two of its districts, Niskayuna and Scotia-Glenville. They wanted to see how the MOBOCES service runs and sought recommendations on making the business and operations functions more effective.

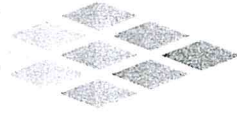
MOBOCES has offered a Shared Bus Maintenance service since 1980 and has one of the oldest programs in the state.

STATEWIDE MEETING FOCUSES ON COMMUNICATION

Public Relations Coordinator Sapna Kollali participated in a statewide meeting of BOCES communication leaders on September 26. The meeting, hosted by Oneida BOCES, was organized by BOCES of NYS, the statewide umbrella for all 37 BOCES centers.

Discussion topics included a discussion of crisis communication, internal communication, website accessibility and social media best practices as well as current legislative issues related to education. These are areas in which the MOBOCES School Communication team routinely supports component districts.

This is the second annual statewide meeting for BOCES communication leaders. MOBOCES hosted last year's meeting.



Madison-Oneida

Board of Cooperative Educational Services

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DISTRICT SUPERINTENDENT

Phone: 315.361.5510 ♦ Fax: 315.361.5517

JACKLIN G. STARKS, jstarks@moboces.org

TO: Component District Board of Education Members

FROM: Jacklin G. Starks
District Superintendent

DATE: October 2018

RE: Madison-Oneida BOCES Annual Report

It is my pleasure to present you with the Madison-Oneida BOCES 2017-18 Annual Report. We are proud to be able to provide high-quality, cost-effective educational programs for children and adults in the Madison-Oneida area. This report presents the highlights and accomplishments of the 2017-18 school year. Please note the report is also on our website at www.moboces.org under the publications tab.

We are committed to anticipating the diversity of educational needs within our community and responding accordingly with innovative, high-quality educational programming.

I hope you will find this report informative. If you have any questions, please feel free to call my office. As always, I remain interested in your feedback.