

The Regular Meeting of the Board of Education of Madison Central School was held on September 17, 2019 at 7:00 pm in the auditorium.

**MEMBERS PRESENT:** Ms. Jessica Clark  
Ms. Stephanie Clark  
Mr. Mike Filipovich  
Mrs. Jennifer Lavoie  
Mrs. Brittany Rizzo  
Mr. Jona Snyder – 7:12 pm  
Mr. Steve Yancey

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Jackie Starks, BOCES Superintendent  
Steve Szatko, Interim Superintendent  
Larry Nichols, Building Principal  
Melanie Brouillette, Treasurer  
Tracey Lewis, District Clerk

- I. Call to Order
  - a. Mrs. Lavoie, president, called the meeting to order at 7:05 pm.
- II. Agenda Additions
- III. Consent Agenda
  - a. Approval of Agenda for This Meeting

**MOTION # 1 – APPROVAL OF AGENDA**

ON THE MOTION of Mrs. Rizzo, seconded by Mrs. Clark, the board moved to approve the agenda for this meeting. Motion carried 6 yes, 0 no.

- b. Approval of Minutes
  1. August 20, 2019 Regular Meeting Minutes

**MOTION # 2 – APPROVAL OF MINUTES**

ON THE MOTION of Mrs. Clark, seconded by Mr. Filipovich, the board moved to approve the August 20, 2019 Regular Meeting minutes. Motion carried 6 yes, 0 no.

- IV. Public Forum
  - a. Mrs. Lavoie shared a couple of adjustments to the agenda that will now be on every agenda including a Board of Education Discussion Items in the beginning and a Question & Answer section at the end of every meeting.
- V. Board of Education Discussion Items
  - a. None
- VI. Reports
  - a. Treasurer
    1. Internal Claim Auditor's Report

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

ON THE MOTION of Mr. Yancey, seconded by Mrs. Rizzo, the board moved to approve the Internal Claim Auditor's Report. Motion carried 6 yes, 0 no.

2. Treasurer's Report dated July 31, 2019

**MOTION # 4 – APPROVAL OF JULY 31, 2019 TREASURER'S REPORT**

ON THE MOTION of Mr. Filipovich, seconded by Ms. Clark, the board moved to approve the July 31, 2019 Treasurer's Report. Motion carried 6 yes, 0 no.

3. Detail Warrants

**MOTION # 5 – APPROVAL OF DETAIL WARRANTS**

ON THE MOTION of Mr. Filipovich, seconded by Mrs. Clark, the board moved to approve the Detail Warrants as follow: Warrant Number 2 – Fund A – 7/1/19-7/5/19 – 3 pages, Warrant Number 4 – Fund A – 7/6/19-7/19/19 – 4 pages, Warrant Number 1 – Fund C – 7/6/19-7/19/19 – 1 page, Warrant Number 1 – Fund TA – 7/1/19-7/31/19 – 3 pages, Warrant Number 1 – Fund HBUS – 7/1/19-7/31/19 – 1 page, Warrant Number 1 – Fund FA19 – 7/6/19-7/19/19 – 1 page. Motion carried 6 yes, 0 no.

4. Treasurer's Report dated August 31, 2019

**MOTION # 6 – APPROVAL OF AUGUST 31, 2019 TREASURER'S REPORT**

ON THE MOTION of Mr. Filipovich, seconded by Mrs. Clark, the board moved to approve the August 31, 2019 Treasurer's Report. Motion carried 6 yes, 0 no.

5. Detail Warrants

**MOTION # 7 – APPROVAL OF DETAIL WARRANTS**

ON THE MOTION of Mr. Yancey, seconded by Mrs. Rizzo, the board moved to approve the Detail Warrants as follow: Warrant Number 5 – Fund A – 8/1/19-8/2/19 – 4 pages, Warrant Number 6 – Fund A – 8/3/19-8/16/19 – 4 pages, Warrant Number 7 – Fund A – 8/17/19-8/30/19 – 5 pages, Warrant Number 2 – Fund C – 8/1/19-8/2/19 – 1 page, Warrant Number 3 – Fund C – 8/3/19-8/16/19 – 1 page, Warrant Number 2 – Fund TA – 8/1/19-8/31/19 – 3 pages, Warrant Number 2 – Fund HBUS – 8/1/19-8/31/19 – 1 page, Warrant Number 2 – Fund FA19 – 8/1/19-8/2/19 – 1 page, Warrant Number 3 – Fund FA19 – 8/3/19-8/16/19 – 1 page, Warrant Number 4 – Fund FA19 – 8/17/19-8/30/19 – 1 page. Motion carried 6 yes, 0 no.

6. Mrs. Brouillette shared the Financial Status Report.

b. Superintendent – Information Items

1. Mr. Szatko shared Mr. Nichols information regarding the Trip and Cost comparison as requested at previous meeting. This is not a complete list, but a rough outline of the known trips.
2. The OMH-SBI Meeting notice for September 19, 2019 was shared.

Mr. Snyder arrived at 7:12 pm.

3. Mr. Szatko shared a Pod Cast regarding learning adaptations.
4. Mr. Szatko explained Occasional Drivers and the need for them.

c. Superintendent – Approval Items

1. Approval of October meeting date change from October 15, 2019 to October 22, 2019

**MOTION # 8 – APPROVAL OF MEETING DATE CHANGE**

ON THE MOTION of Mr. Filipovich, seconded by Mrs. Rizzo, the board moved to approve moving the October Regular Board Meeting from October 15<sup>th</sup> to October 22<sup>nd</sup> 2019. Motion carried 7 yes, 0 no.

2. Approval of previously approved \$.25 per hour increase to be applied to salary of Melanie Brouillette, Treasurer and Tracey Lewis, District Clerk as these positions do not fall into previously approved categories under the non-instructional contract

**MOTION # 9 – APPROVAL OF SALARY ADJUSTMENTS**

ON THE MOTION of Mr. Filipovich, seconded by Mrs. Clark, the board moved to approve the \$.25 per hour increase for Melanie Brouillette, Treasurer and Tracey Lewis, District Clerk as these positions do not fall into the previously approved categories under the non-instructional contract. Motion carried 7 yes, 0 no.

3. Approval of previously approved \$.25 per hour increase to be applied to salary of Linda Wood, Secretary as this position does not fall into the previously approved categories under the non-instructional contract and the total amount should be applied during the 2020 calendar year

**MOTION # 10 – APPROVAL OF SALARY ADJUSTMENT**

ON THE MOTION of Mr. Filipovich, seconded by Mr. Snyder, the board moved to approve the \$.25 per hour increase for Linda Wood, Secretary as this position does not fall into the previously approved categories under the non-instructional contract and the total amount should be applied during the 2020 calendar year. Motion carried 7 yes, 0 no.

4. Approval of Trips
  - a. FFA NYS FFA 212/360 Conference to Syracuse, NY Jan. 25-26, 2020
  - b. FFA National Convention to Indianapolis, IN Oct. 29-Nov 3, 2019
  - c. FFA NYS State Leaders Experience in Albany, NY Feb. 3-4, 2020
  - d. FFA NYS FFA Convention in Syracuse, NY May 14-16, 2020
  - e. FFA National FFA Washington Leadership Conference to Washington, DC in July 2020 (number of days and dates to be determined)
  - f. FFA NYS FFA Oswegatchie Summer Camp in Croghan, NY July 19-24, 2020

**MOTION # 11 – APPROVAL OF OVERNIGHT TRIPS**

ON THE MOTION of Mr. Snyder, seconded by Mrs. Clark, the board moved to approve six overnight trips for FFA between the dates of October 2019 and July 2020 as listed. Motion carried 7 yes, 0 no.

5. Acceptance of Donorschoose.com awards
  - a. Bridget Idzi - approximately \$252.64
  - b. Paul Perry – approximately \$564.92
  - c. Paul Perry – approximately \$597.33

**MOTION # 12 – ACCEPTANCE OF DONORSCHOOSE.COM AWARDS**

ON THE MOTION of Mrs. Clark, seconded by Mr. Filipovich, the board moved to accept three Donorschoose.com awards as listed. Motion carried 7 yes, 0 no.

6. Approval to surplus textbooks as provided on surplus list

**MOTION # 13 – APPROVAL TO SURPLUS TEXTBOOKS**

ON THE MOTION of Mr. Filipovich, seconded by Mrs. Clark, the board moved to approve the surplus of textbooks as provided on the surplus list. Motion carried 7 yes, 0 no.

7. Approval of creation of Tutorial Assistance Program (TAP) position

**MOTION # 14 – APPROVAL OF CREATION OF TAP POSITION**

ON THE MOTION of Mr. Snyder, seconded by Mr. Filipovich, the board moved to approve the creation of a Tutorial Assistance Program (TAP) position. Motion carried 7 yes, 0 no.

8. Approval of Occasional Drivers – Tracey Lewis

**MOTION # 15 – APPROVAL OF OCCASIONAL DRIVER**

ON THE MOTION of Mr. Filipovich, seconded by Ms. Clark, the board moved to approve Tracey Lewis as an occasional driver. Motion carried 7 yes, 0 no.

- VII. Policy
  - a. None
- VIII. Old Business
  - a. None
- IX. New Business
  - a. Personnel
    - 1. Leave Requests
      - a. Jordan Matteson – FMLA from approximately October 11, 2019 for a period of 4 weeks utilizing sick time with an anticipated return date of November 12, 2019

**MOTION # 16 – APPROVAL OF LEAVE REQUEST**

ON THE MOTION of Ms. Clark, seconded by Mrs. Rizzo, the board moved to approve the leave request of Jordan Matteson for FMLA from approximately October 11, 2019 for a period of 4 weeks with an anticipated return to work date of November 12, 2019. Motion carried 7 yes, 0 no.

- 2. Appointments
  - a. Jon Silkowski – Tutorial Assistance Program (TAP) adviser as a replacement to the previous Colgate Tutor position with the same stipend as per contract
  - b. Amber Barrett – mentor to Ann Marie Heiner
  - c. Danielle Rutledge – Teacher Aide effective 9/17/19 with employment contingent upon student enrollment at Step 2, 7 hours per day at \$12.41 per hour
  - d. Kiana Marshall – Teacher Aide effective 9/17/19 with employment contingent upon student enrollment at Step 1, 7 hours per day at \$12.22 per hour

**MOTION # 17 – APPROVAL OF APPOINTMENTS**

ON THE MOTION of Mrs. Clark, seconded by Mr. Snyder, the board moved to approve the appointments of Jon Silkowski as Tutorial Assistance Program (TAP) adviser as a replacement to the previous Colgate Tutor position with the same stipend as per contract, Amber Barrett as a mentor to Ann Marie Heiner, Danielle Rutledge as a Teacher Aide effective 9/17/19 with employment contingent upon student enrollment at Step 2, 7 hours per day at \$12.41 per hour and Kiana Marshall as a Teacher Aide effective 9/17/19 with employment contingent upon student enrollment at Step 1, 7 hours per day at \$12.22 per hour. Motion carried 7 yes, 0 no.

- b. CSE/CPSE Recommendations – in official packet

**MOTION # 18 – APPROVAL OF CSE/CPSE RECOMMENDATIONS**

ON THE MOTION of Ms. Clark, seconded by Mr. Yancey, the board moved to approve the CSE/CPSE Recommendations as found in the official packet. Motion carried 7 yes, 0 no.

- c. Principal Reports
  - 1. Mr. Nichols reported on how well attended Open House was, commented on the Hidden Mischief Room, and all the opening day changes including bells, schedule, parent pick up and drop off procedures and bus loading and unloading changes.

- X. Correspondence
- a. The New York Association of Agriculture Educators letter of appreciation was shared.
  - b. Richard Engelbrecht's monthly newsletter for September 2019 was shared.
  - c. The Madison-Oneida BOCES Annual Report for 2018-19 was shared.
  - d. A Thank you from The Haven at Skanda was shared.
  - e. A Thank you note from the family of Pat Philhower was shared.
  - f. The Madison Library Media Center Summer Report was shared.
  - g. The 2019-2020 Madison-Oneida School Library System Calendar was shared.
  - h. The 2019-20 Board of Education Brochure was shared.
- XI. Question & Answer Opportunity
- a. Thank you to the PTO for the "Red Carpet" Welcome on the first superintendent's conference day. It was wonderful!
  - b. Suggestions were made that the new sign location isn't as visible as would be hoped and that it should have been placed in the center of the two driveways. The transition from slide to slide also seemed a little too quick. The district will look into the timing of the transitions. A change of location of the sign would have been a very expensive add on that wasn't affordable.
  - c. A suggestion that the DOT be approached again as well as the neighbor to see if the bank can be lowered to allow better visibility when exiting the main driveway.
  - d. The laws of occasional drivers were discussed.
  - e. Comments were raised that the district should look into the difference in how AP classes vs. Dual Credit classes affect students as they enter college and which are most beneficial.

XII. Executive Session

**MOTION #19 – ENTER EXECUTIVE SESSION**

ON THE MOTION of Mrs. Clark, seconded by Mr. Filipovich, the board moved to enter into Executive Session with Mrs. Rizzo acting as temporary District Clerk at 8:00 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. Motion carried 7yes, 0 no.

Mrs. Clark left at 8:28 pm.

Ms. Clark left at 8:47 pm.

XIII. Adjourn Executive Session

**MOTION # 20 – ADJOURN EXECUTIVE SESSION**

ON THE MOTION of Mr. Snyder, seconded by Mr. Filipovich, the board moved to adjourn Executive Session at 9:09 pm. Motion carried 5 yes, 0 no.

**MOTION # 21 – ACCEPTANCE OF RESIGNATION**

ON THE MOTION of Mr. Snyder, seconded by Mr. Filipovich, the board moved to accept the resignation of Mr. Yancey as Board Member with many regrets and many thanks for his years of service effective 9/17/19. Motion carried 5 yes, 0 no.

XIV. Adjournment

**MOTION # 22 – ADJOURNMENT**

ON THE MOTION of Mr. Snyder, seconded by Mr. Filipovich, the board moved to adjourn for the evening at 9:10 pm. Motion carried 5 yes, 0 no.

The Special Meeting of the Board of Education of Madison Central School was held on October 15, 2019 at 6:30 pm in the library.

**MEMBERS PRESENT:** Ms. Jessica Clark  
Ms. Stephanie Clark  
Mrs. Jennifer Lavoie  
Mrs. Brittany Rizzo  
Mr. Jona Snyder

**MEMBERS ABSENT:** NONE

**OTHERS PRESENT:** NONE

- I. Call to Order
  - a. Mrs. Lavoie called the meeting to order at 6:31 pm.
- II. Appoint temporary clerk for Executive Session

**MOTION # 1 – APPOINT TEMPORARY CLERK FOR EXECUTIVE SESSION**

ON THE MOTION of Ms. Clark, seconded by Mr. Snyder, the board moved to approve Brittany Rizzo to act as temporary District Clerk for Executive Session. Motion carried 6 yes, 0 no.

- III. Enter Executive Session

**MOTION # 2 – ENTER EXECUTIVE SESSION**

ON THE MOTION of Ms. Clark, seconded by Mr. Snyder, the board moved to enter into Executive Session at 6:32 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. Motion carried 6 yes, 0 no.

- IV. Adjourn Executive Session

**MOTION # 3 – ADJOURN EXECUTIVE SESSION**

ON THE MOTION of Mr. Snyder, seconded by Mrs. Clark, the board moved to adjourn Executive Session at 7:17 pm. Motion carried 6 yes, 0 no.

- V. Enter Executive Session

**MOTION # 4 – ENTER EXECUTIVE SESSION**

ON THE MOTION of Mrs. Clark, seconded by Mr. Filipovich, the board moved to enter Executive Session at 7:18 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. Motion carried 6 yes, 0 no.

Ms. Clark left the meeting at 7:31 pm.

- VI. Adjourn Executive Session

**MOTION # 5 – ADJOURN EXECUTIVE SESSION**

ON THE MOTION of Mr. Snyder, seconded by Mrs. Clark, the board moved to adjourn Executive Session at 7:50 pm. Motion carried 5 yes, 0 no.

- VII. Ballot Vote for new Board Member
  - a. The board cast private ballots for a vote on a new board member to fulfill the vacated seat.

VIII. Approval of New Board Member

**MOTION # 6 – APPROVAL OF LAURA BILLINGS TO FILL VACATED SEAT**

ON THE MOTION of Mr. Filipovich, seconded by Mr. Snyder, the board moved to approve Laura Billings to fulfill the vacated board seat through 6/30/2. This remainder of the unexpired term of this seat which is through 6/30/21 will be filled by election at the annual budget vote in May 2020. Motion carried 5 yes, 0 no.

IX. Adjournment

**MOTION # 7 – ADJOURNMENT**

ON THE MOTION of Mrs. Clark, seconded by Mr. Snyder, the board moved to adjourn for the evening at 7:55 pm. Motion carried 5 yes. 0 no.

Please join us for a  
**Retirement Celebration**  
in honor of  
**Jackie Starks**

**Friday, November 15, 2019**

Vernon Downs Conference Center  
4229 Stuhlman Rd, Vernon, NY 13476

5:30pm Dinner & Conversation  
Cash Bar

7:00pm Program

**\$30.00/per person**  
(includes dinner & gift)

**Reservation Deadline: November 6<sup>th</sup>**

*Any Questions, please call Cathy at 315-361-5510 or [cquinn@moboces.org](mailto:cquinn@moboces.org)*

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To reserve your seat, please send the bottom portion with payment  
(cash or check) to Cathy Quinn, Madison-Oneida BOCES, 4937 Spring Rd.,  
Verona, NY 13478 by November 6.

Name(s) Attending: \_\_\_\_\_

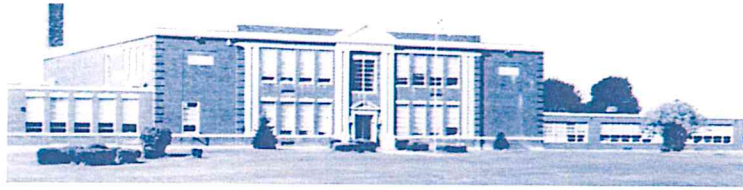
\$30.00 x \_\_\_\_\_ (# attending) = \$ \_\_\_\_\_

**Please make checks payable to Cathy Quinn**



**Board of Education**

**Jennifer Lavoie**  
President  
**Michael Filipovich**  
Vice President  
**Jessica Clark**  
**Stephanie Clark**  
**Brittany Rizzo**  
**Jona Snyder**  
**Steven Yancey**



**Madison Central School District**  
7303 Route 20, Madison, New York 13402  
Phone: (315) 893-1878  
Fax: (315) 893-7111

**Steve Szatko**  
Interim Superintendent  
**Larry Nichols**  
Building Principal  
**Brian J. Latella**  
Elementary Principal  
**Melanie Brouillette**  
Treasurer  
**Tracey Lewis**  
District Clerk

October 22, 2019

To: Board of Education

From: Melanie Brouillette *MB*

Re: Out Dated Checks

I am requesting that the Board of Education cancel the following checks. As you can see the checks are over a year old.

General Fund – check # 19753 – Estate of J. Marceau – 6/5/2019 - \$49.20  
- check #20114 – Samuel Evans – 10/12/2018 – \$75.50  
- check #20125 – Madison County Music Educators – 10/12/2018 - \$25.00

Payroll Fund – check #31140 - David Niles – 6/29/2018 - \$73.88

I am also requesting that the funds be transferred to the General Fund and become part of the account balance and not submitted back to The New York State Comptroller's Office of Unclaimed Funds.

**Extra-Classroom Activity Overnight Trip  
Approval Form**

**MUST BE APPROVED BY THE BOARD OF EDUCATION**

Activity: Area All-State Festival

Date of Trip: November 22-23, 2019

Trip Destination: SUNY Oneonta

Trip Description and Events Attending While on Trip: 5 students will be attending the Area All State Festival. They will be in rehearsal all of Friday night, until 9pm and then the following morning at 9pm. We are requesting approval to stay overnight in Oneonta on Friday night.

Number of Students Attending: 8

Expected Cost Per Student: \$60

Chaperones: Nicole Winegard

Expected Cost Per Chaperone: \$120

Expected Out of Pocket Expenses Per Student: \$0

Expected Out of Pocket Expenses per Chaperone: \$0

Fundraising Activities Planned and Expected Revenue from each Fundraiser:

**Rooms will be paid for through a NYSSMA /Area All State School Purchase Order**

Board of Education Approval Date: \_\_\_\_\_

Superintendent: \_\_\_\_\_

# **Extra-Classroom Activity Overnight Trip Approval Form**

**MUST BE APPROVED BY THE BOARD OF EDUCATION**

Activity: **Chorus and Band Annual Trip**

Date of Trip: **April 25, 2020**

Trip Destination: **NYC**

Trip Description and Events Attending While on Trip: **While in NYC, we will eat lunch and then see a Broadway show in the afternoon.**

Number of Students Attending: **Approximately 30**

Expected Cost Per Student: ~ **\$250** (Depends on number of students attending)

Chaperones: **Nicole Winegard, Ryan Hobart and any interested parents or guardians**

Expected Cost Per Chaperone: ~ **\$250**

Expected Out of Pocket Expenses Per Student: **This is dependent on how much fundraising the student does. On average, based on previous years, students pay approximately \$100-\$150 out of pocket after they have fundraised.**

Expected Out of Pocket Expenses per Chaperone: ~ **\$250**

Fundraising Activities Planned and Expected Revenue from each Fundraiser:

**Pie Fundraiser (approximately 30% profit)**  
**Gertrude Hawk Chocolate (40% profit)**  
**Auction (proceeds go toward the cost of the bus)**

Board of Education Approval Date: \_\_\_\_\_

Superintendent: \_\_\_\_\_



Madison Central Schools  
Agriculture Department  
7303 State Route 20 Madison, NY 13402  
315.893.1878 ext. 181  
PPerry@MadisonCentralNY.Org  
MBruno@MadisonCentralNY.Org  
www.MadisonCentralNY.org



## Surplus Equipment List

Items to be excessed with NO instructional impact

1 of 2 Miller Dial Arc 250 AC-DC Welder - will be replaced by TSC grant with MIG Welder, other to be retained

Marquette Arc Welder - will be replaced by TSC grant with TIG Welder

3 Aquaculture tanks (old milk tanks) – poor condition / rusting, no instructional purpose

Gleaner Combine with 2 heads – obsolete, no instructional purpose

Ontario Grain Drill – poor condition, obsolete, no instructional purpose

350 Gallon Demco Sprayer – obsolete, no instructional purpose

Yellow Hay Rake – Poor condition, no instructional purpose

New Holland Haybine – Poor condition, no instructional purpose

Spring cultivators – Poor condition, obsolete, no instructional purpose

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STUDENTS

CONCUSSION MANAGEMENT

I. Policy

The Board of Education of the Madison Central School District recognizes the importance of raising awareness about concussion throughout the school community and to educate students, parents and others about how to prevent, recognize and respond to concussions.

II. Definition

For purposes of this policy, concussion is defined as a type of traumatic brain injury, or TBI, caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head or brain to move rapidly back and forth.<sup>1</sup>

III. Staff Qualification

Each school coach, physical education teacher, nurse, and certified athletic trainer, who works with and/or provides instruction to pupils engaged in school sponsored athletic activities, shall complete, on a biennial basis, a course of instruction relating to recognizing the symptoms of mild traumatic brain injuries and monitoring and seeking proper medical treatment for pupils who suffer mild traumatic brain injuries. This course must be approved by the State Education Department. Coaches may also meet the mandatory training every two (2) years by taking the approved course Concussion in Sports-V2.0 from the National Federation of State High School Associations or Center for Disease Control and Prevention.

IV. Awareness and Acknowledgement

- A. While district staff will exercise reasonable care to protect students, head injuries may still occur. Any student exhibiting signs, symptoms or behaviors associated with concussion while participating in a school sponsored class, extracurricular activity, or interscholastic sport shall be removed from the class, game, or activity and be evaluated as soon as possible by an appropriate health care professional. The coach, advisor, school nurse or doctor will notify the student's parents or guardians and recommend appropriate monitoring to parents or guardians. In the event that there is any doubt as to whether a student has sustained a concussion, it shall be presumed that the student has been so injured until proven otherwise.
- B. If a student sustains a concussion at a time other than when engaged in a school sponsored activity, the district expects the parent/legal guardian to report the condition to the school nurse so that the district can support the appropriate management of the condition.
- C. Any permission form or consent form required to be signed and returned as a condition of participation in interscholastic sports will include a copy of the

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<sup>1</sup> Center for Disease Control and Prevention <http://www.cdc.gov/concussion/sports/index.html>

## STUDENTS

CONCUSSION MANAGEMENT

information posted on the State Education Department's website relating to mild traumatic brain injury, as referenced in Section 136.5(c)(1) of the Commissioner's Regulations.

D. An informational packet provided by the New York State Department of Health's website about concussions and sub-concussive blows, and the injuries that might occur as a result of receiving such blows, will be provided by the district/BOCES to parents or guardians of all children participating in tackle football programs.

~~D.~~E. The District's website shall include a link to the State Education Department's website page relating to mild traumatic brain injury.

## V. Return to School and/or Activity

A. The student shall resume athletic activity only after he/she have been symptom free for not less than twenty-four hours, and has been evaluated by and received written and signed authorization from a licensed physician.

B. The school district medical director will make the final decision on return to activity including physical education class and interscholastic athletic activity.

C. Authorization shall be kept on file in the student's permanent health record.

D. The District shall follow any directives issued by the student's treating physician with regard to limitations and restrictions on school attendance and activities for the student.

E. Any student who continues to have signs or symptoms upon return to school and/or activity must be removed from school sponsored class, extracurricular activity, or interscholastic athletic activity and re-evaluated by a licensed physician.

## VI. Concussion Management Team

A. A Concussion Management Team shall be responsible for overseeing the implementation in the District of Section 136.5 of the Commissioner's Regulations, and for making recommendations to the Superintendent for the dissemination of information about mild traumatic brain injury to parents and persons in parental relation to students. A Concussion Management Team may also establish and implement a program which provides information on mild traumatic brain injuries to parents and persons in parental relation throughout each school year.

B. The Concussion Management Team shall consist of the Athletic Director, the school nurse, the school physician, coach(es), a certified athletic trainer, or other appropriate school staff.

POLICY

STUDENTS

**Draft 09/18/19**  
7302

CONCUSSION MANAGEMENT

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Madison Central School District

Legal Ref: 8 NYCRR 136.5; NYS Education Law Section 305(42)

Adopted: 11/27/12

Revised: 11/18/15, 11/07/16, \_\_\_\_\_



## *FYI: From Our Board to Yours*

From: Richard Engelbrecht  
To: Steve Szatko

Madison Board of Education  
October 2019

### **Career and Technical Education**

#### **HRC EVENT SUPPORTS SUICIDE PREVENTION**

Seniors in the Health Related Careers classes hosted a Suicide Awareness event on September 13 to help inform their classmates about the risks for suicide and ways to offer help someone in crisis.



Students in Jill Kelly's and Karen Murphy's classes set up interactive stations around the Courtyard with games, quizzes and prizes to help educate others. They created a "Promise Wall" where students and staff could pledge not to engage in bullying behavior and to help those in need of support. Participants could apply temporary tattoos and face paint of semicolons and other symbols used by the national suicide prevention movement.

Captain Nice made an appearance, this year played by two HRC seniors:

Elizabeth Hodge from **Camden** and Elizabeth Love from **Canastota**. Captain Nice has been a fixture of CTE for several years, spreading the message of acting kindly toward others and supporting each other.

The HRC classes distributed information and question sheets to other CTE classes in advance, and several of the classes used the information to begin their own conversation about mental health and where to turn for help.

This is the second year HRC has held a Suicide Awareness event. Both events have coincided with National Suicide Prevention Week.

### **Early Childhood Education**

#### **FAMILIES ATTEND BACK TO SCHOOL EVENT**

The Madison County Early Childhood Committee held its 3rd annual "Back to the Farm and Back to School" event for families with children ages 2-10 on August 27 at Heritage Farm in Bouckville. The event, offered at no cost to families, included dinner, farm animal visits, a hay ride and activities to help children and parents prepare for the new school year.

During the evening, each child received a book and a backpack of school supplies. Adults received school district calendars, open house and orientation dates, and a 3-ring binder to help keep their children's information organized. The **Hamilton** school district sent a school bus and driver to talk with students about bus safety and procedures.

Families also had the opportunity to meet Pete the Cat, a title character from a popular series of children's books. A staff member from Heritage Farm donned the costume for the evening.

MOBOCES is one of several partners in the Madison County Early Childhood Committee. The committee is a coalition of early childhood leaders in the region who meet to share, discuss and create resources for parents, childcare workers and agencies to better support children ages 0-5.





## Staff and Curriculum Development

### AUTHOR CELEBRATES PASSIONATE READERS

Nearly 100 teachers, librarians, pre-service educators and community literacy advocates spent an evening in Hamilton with noted teacher and author Pernille Ripp during the regional Cultivating Readers for Life event on August 22.



The MOBOCES School Library System partnered with the Oneida-Herkimer-Madison Library System, the Central New York Library Resources Council and the Colgate University Teacher Education program to present the program, which focused on building a culture of literacy in schools and developing passionate student readers.

The theme tied in with regional literacy goals set by school leaders over the last few years, SLS Coordinator Sue Leblanc said.

Pernille, a 7th grade English teacher in Wisconsin, is the author of several books about student engagement and reading as well as

the founder of the Global Read Aloud project. She is a strong advocate of creating passionate learning environments that spark a lifelong interest in reading.

“We cannot say we value reading as a life skill and then also tell kids that we simply don’t have time for it in our school,” she said.

Prior to her event in Hamilton, Pernille spent the morning with administrators from the MOBOCES region discussing independent reading skills in relation to the Next Generation ELA Standards.

## Regional Information Center

### MORIC HOSTS DATA SECURITY WORKSHOP

The MORIC hosted two recent professional development opportunities for district leaders to learn more about the updated Part 121 Regulations related to Education Law 2-d.

During the sessions, held in August and September for different parts of the region, MORIC leaders discussed a wide range of issues related to the law, including identifying a Data Protection Officer, planning annual employee training plans, reviewing contracts and developing a complaint and incident timeline. Participants received reference materials and workbooks to assist their in-district planning work.

Following the Ed Law 2-d presentations, participants finished their day with updates on current cybersecurity threats and received tools to assist them in security their district networks and information.

## Adult and Continuing Education

### RAS STUDENT RECEIVES STATEWIDE HONOR

Ehla Moo, an English as a Second Language students at the Rome ACCESS Site, is one of this year’s Outstanding Adult Students, an honor given annually by the New York Association for Continuing and Community Education (NYACCE).

Ehla is a refugee from Burma who joined the ESL program in May 2016. Earlier this year, he moved into the adult literacy program at Rome ACCESS and is now preparing to earn his high school equivalency through the National External Diploma Program. He hopes to study graphic design at a community college and pursue a career in that field. He was nominated by RAS Site Coordinator Rita Kenyon.

NYACCE will recognize Ehla and other Student of the Year winners at a ceremony in October in Albany and a tour of the state Capitol building.

In addition, Rome ACCESS student Kayann Wilson earned an honorable mention. In 2017, Kayann joined Pride in Work, a pre-employment program for those on public assistance. She is now in the adult literacy program and plans to pursue her high school equivalency and eventually post-secondary training. She was nominated Senior Coordinator Brenda Wolak.



## Management Services

### RISK MANAGEMENT LEADS DISTRICT TRAININGS

Risk Management Specialist Jack Angrisano led dozens of back-to-school trainings and workshops in August and September at all nine component districts and at MOBOCES to help various employee groups prepare for the new school year.

Training topics included: right-to-know, mental health awareness, violence prevention, emergency response, sexual harassment, blood-borne pathogens, workplace safety, lock outs, fire safety, and electrical safety, as well as other topics on request. He worked directly with maintenance, custodial, cafeteria, transportation and instructional staff groups in various districts.

Jack also led a Laboratory Safety training in **Oneida** and an Emergency Response Tabletop Drill in **Camden**.

## Alternative and Special Education

### CONFERENCE FOCUSES ON POVERTY

Social worker Deb O’Connor recently participated in “Bridges Out Of Poverty,” a one-day conference led by Community Action Partnership of Madison County. The workshop offered participants a comprehensive approach to understand poverty and provided strategies and tools that professionals can use to support their communities. Presenters discussed poverty research, hidden social rules, language and other key concepts related to socioeconomic status. Deb will be able to utilize what she learned to better support students in the region from a variety of backgrounds, and she will share resources with her colleagues.