



Long Lake
CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION MEETING

Thursday, August 13, 2020

6:00 p.m. Regular Meeting, LLCS Gymnasium

Public Attendance via WebEx Link Only:

Join by phone: Call in from a mobile device (attendees only)

+1-646-992-2010 United States Toll (New York City) Global call-in numbers

Join from a video system or application: Dial 1609149871@neric.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

Join using Microsoft Lync or Microsoft Skype for Business: Dial

1609149871.neric@lync.webex.com

Meeting number (access code): 160 914 9871

Meeting password: longlake

- I. Call to Order – President of the Board
 - a. Pledge of Allegiance
 - b. *July 9, 2020 Reorganizational/Regular Meeting Minutes
 - c. *August 4, 2020 Special Meeting Minutes
 - d. Next Regular Meeting Date, September 10, 2020
- II. Public Participation
- III. Superintendent's Update
- IV. Business Affairs
 - a. *Approval of June 2020 Treasurer's Report
 - b. Comprehensive Budget and Revenue Status Reports
 - c. Warrants
- V. Recommendations for Approval
 - a. *Policy #7511 Immunizations of Students
 - b. *Non-Resident Students for 2020-2021 School Year
 - c. *Reopening Plan
 - d. *Code of Conduct
 - e. *Noelle Short as COVID Coordinator
 - f. *Tax Warrant
 - g. *Revised 2020-2021 School Calendar
 - h. *Policy Statement for Free and Reduce Price Meals
 - i. *Patrick Curtin as 8th Grade Class Advisor, Michelle Billings as Drama Club Advisor, Carey Pooler as Arts in Education Coordinator, Elisha Cohen as 12th Grade Class Advisor, and Josh Tremblay as 9th Grade Class Advisor for the 2020-2021 School Year

- j. *Allison Conboy and Elizabeth Noonan as Mentors for the 2020-2021 School Year
- k. *Trevor Sussey as 7-12 Grade Special Education Teacher
- l. *Any Certified Coach from Indian Lake CSD or Long Lake CSD to Substitute Coach on an Emergency Basis
- m. *Lynn Zaidan as Deputy Treasurer, Records Access Officer, and Check Signer

VI. General Discussion

- a. Reopening Plan
- b. Capital Project Clerk of the Works

VII. 2nd Public Participation

VIII. Executive Session

IX. Adjourn

E. Cohen

Professional Development:

Self Care When (Re)Working Through New Diversity & Inclusion with Dr. Jennifer Burns
1 hour

Primarily focused on self care when learning and doing the work towards promoting racial diversity and inclusion. I had anticipated this being more about how to apply the information in a school setting. Much of what was shared was information I was already familiar with and therefore felt that this PD would be a good introduction for someone, however, there were a few nuggets of insight and a great list of reading recommendations.

- Racism impacts whites, not just people of color, although racism against POC impacts white people differently. White privilege impacts us all differently. Hot Button topic that is often misunderstood by white people.
- Don't use self-care to escape feeling uncomfortable or from feelings associated with mistakes or missteps one has made when working to become more aware.
- It is important to acknowledge the social justice movement and the current state of our country in schools, as we do not live in a bubble separate from the injustices. This helps students to connect school to real life and aligns with what they are seeing or hearing from news and media sources.
- The more we learn the more comfortable we will feel having tough conversations about race and also the more we will naturally create a more inclusive environment within schools and incorporate inclusion into our lessons.
- Learn from students' questions about race, even if you don't know the answer. These questions and conversations are a part of building emotional intelligence.
- Progress, not perfection. Take the learning process a little bit at a time. We won't always be right, missteps will happen. Learn, grow, keep trying.

If anyone would like to view today's recorded session, view link below:

Self-Care When (Re)Working Through New Diversity and Inclusion Expectations Recording
<https://neric.webex.com/neric/lr.php?RCID=5440189ad59545b69fc58beac556a81d>

**LONG LAKE CENTRAL SCHOOL DISTRICT
DRAFT BOARD MEETING MINUTES**

Date: July 9, 2020

Time: 6:00 p.m.

Type of Meeting: Reorganization and Regular Meeting

Place: Gymnasium (for Members) or WebEx (for Public)
Via WebEx by Phone 1-646-992-2010
Or via WebEx by Video System 1290086075@neric.webex.com
Meeting Access Code 129 008 6075

Members Present: Michael Farrell
Alexandria Harris
Trisha Hosley
Joan Paula
Brian Penrose

Members Absent: None

Others Present: Noelle Short-Principal/Superintendent, Victoria Snide-Clerk of the Board

Call to Order: The Clerk called the meeting to order at 6:01 p.m. and followed with the Pledge.

Approved: Upon the nomination by Trisha Hosley, with all in favor, **Brian Penrose as Board of Education President.**

Approved: Upon the nomination by Trisha Hosley, with all in favor, **Michael Farrell as Board of Education Vice-President.**

Alexandria Harris, Brian Penrose and Michael Farrell took their **Oath of Office.**

Approved: On Motion by Alexandria Harris, seconded by Brian Penrose, with all in favor, the below **appointments and recommendations for the 2020-2021 school year:**

Chief Fiscal Officer
Board Clerk
Treasurer
Deputy Treasurer
Tax Collector
Deputy Tax Collector
Claims Auditor

BOE President
Victoria Snide
Lisa Walker
Kelsie Adams
Jerome Flanagan
Victoria Snide
Jerome Flanagan

School Physician/Medical Director/ Director of School Health Services	Dr. Russell Rider
School Attorney	Girvin & Ferlazzo
External Auditor	Larry Reece, CPA
Chief Information Officer	Elisha Cohen
Alternate Chief Information Officer	Noelle Short
Chief Emergency Officer	Noelle Short
Central Treasurer-Extra Classroom Activity Accounts	Lisa Walker
Attendance Officer	Michelle Billings
Asbestos (LEA) Designee	Anthony Clark
Purchasing Agent	Noelle Short
Records Management Officer	Noelle Short
Records Access Officer	Kelsie Adams
Civil Rights Compliance Officers (#6121)	Nicole Curtin
Dignity Act Coordinator	Michelle Billings
Chemical Hygiene Officers	Nicole Curtin & Eric Hample
Liaison for Homeless Children & Youth	Elisha Cohen
Designated Education Official	Noelle Short
Reviewer of Public Works Contractors Payroll Records	Victoria Snide
Delegation for Sale of School Property (#5250)	Noelle Short
Official Bank Depository	Community Bank, N.A., NYClass
Integrated Pest Management Coordinator	Eric Hample
Regular Board Meetings	2 nd Thursday of each month, unless otherwise noted
Official Newspaper	Hamilton County Express
Payroll Certifications	Noelle Short
Conferences & Workshop Attendance Approvals	Noelle Short
Petty Cash Fund	\$100.00
Check Signatures	Kelsie Adams
	Lisa Walker
	Noelle Short (Extra-Classroom Acct. only)
Budget Transfers	BOE approval for over \$5,000
Mileage Rate	\$.575/mile
Authorization of Investments	Victoria Snide

Tuition	Non-Resident \$1,000/family for 1 st child, \$300 each additional child Non-Resident Employee - \$100 for 1 st child, \$50 each additional child PreK- 50% of above rates
Official Undertakings (Bonds)	Tax Collector - \$1,000,000 Treasurer - \$1,000,000 Claims Auditor - \$1,000,000 Business Manager - \$1,000,000 All Other Employees - \$100,000
BOE Sick Bank Committee Member	Alexandria Harris
Credit Cards & Limits	American Express \$20,000 Exxon Mobil \$400
Designated No Smoking Zone Officials (#5640)	Eric Hample Noelle Short
Data Protection Officer Superintendent Conference Approval	Noelle Short NYSCOSS Conferences Rural Schools Association Conferences NYSSBA Conferences BOCES Conferences NE Council of School Superintendents Conferences
BOE Members Approved Conferences	Fiscal Oversight Fundamental, Essentials of School Board Governance and New School Board Member Academy Workshops NYSSBA Conferences Rural Schools Association Conferences BOCES Conferences
Maximum # of Foreign Exchange Students Enrolled (#7133/7134)	Four
Foreign Exchange Tuition (#7133/7134)	\$9,000 Split 50/50 with Host Family
Foreign Exchange Agencies (#7133/7134)	AFS, International Fellowship, Youth for Understanding, Exchange Service International, Educatius, Svetlana Ovcharenko, EduAbroad

Approved: On Motion by Michael Farrell, seconded by Alexandria Harris, with all in favor, the following **Committee Designations and Pre-School Special Education Programs:**

Committee on Special Education – Mandated Members

- Parents of the Student
- Student, if appropriate
- General Education Teacher
- Special Education Teacher/Provider – Allison Conboy
- School Psychologist – Olivia Lee
- CSE Chairperson – Olivia Lee
- School Physician – Dr. Russell Rider**
- Additional Parent Member**

Subcommittee on Special Education – Mandated Members

- Parents of the Student
- Student, if appropriate
- General Education Teacher
- Special Education Teacher/Provider – Allison Conboy
- CSE Chairperson – Olivia Lee
- School Physician – Dr. Russell Rider**
- Additional Parent Member**

Committee on Pre-School Special Education – Mandated Members

- Parents of the Student
- Special Education Teacher/Provider
- CPSE Chairperson – Olivia Lee
- Additional Parent Member**
- Representative from Municipality

**** Mandated if request is made 72 hours prior to CSE meeting.**

Approved Institutions for Pre-School Special Education Programs

- UCP of Utica, Utica
- Adirondack ARC, Tupper Lake
- Advanced Therapy, Albany
- Prospect Center, Queensbury
- Children's Development Group, Keeseville
- Kelberman Center, Utica

Approved: On Motion by Trisha Hosley, seconded by Alexandria Harris, with all in favor, the adoption of all **Board of Education Policies.**

Approved: On Motion by Alexandria Harris, seconded by Trisha Hosley, with all in favor, the minutes of the **June 11, 2020 regular meeting.**

Approved: On Motion by Trisha Hosley, seconded by Alexandria Harris, the **minutes of the July 6, 2020 special meeting**. Alexandria Harris, Trisha Hosley, Joan Paula and Brian Penrose approved the Motion. Michael Farrell abstained.

The next meeting date is **Thursday, August 13, 2020** at 6 p.m.

Public Participation: None

Presentations: None

Superintendent's Update: **Graduation** was held with a very limited in-person group on June 12, 2020. A taped virtual graduation was released June 26, 2020.

Six students are enrolled in **summer school**. Megan Nevins is the instructor.

The **guidance for reopening plans** will be available on July 13, 2020. Noelle Short is working on classroom setup and outdoor learning spaces, transportation, extracurricular activities, supply inventory, scheduling, processes and procedures, training and response plans.

With the help from NERIC Technician Andrew Truesdell, Long Lake received an **HP grant for wireless boosters** to increase our connectivity outside the building.

We are advertising for nurse **substitutes**, as well as other substitutes for next school year.

Noelle Short has received two Clerk of the Works proposals with another proposal due next week. An updated **capital project** timeline and a draft of the multi-use courts was handed out.

Business Affairs:

Approved: On Motion by Alexandria Harris, seconded by Michael Farrell, with all in favor, the May 2020 **Treasurer Reports**.

Comprehensive **Budget and Revenue Status** Reports for the General and Lunch Funds, Warrants #A-25, C-12, TA-13 and TA-14 were reviewed.

Approved: On Motion by Alexandria Harris, seconded by Trisha Hosley, with all in favor, **Budget Transfer** Schedule A-10.

Recommendations for Approval

Approved: On Motion by Michael Farrell, seconded by Alexandria Harris, with all in favor, to table the approval of Policy #7511 Immunization of Students.

Approved: On Motion by Alexandria Harris, seconded by Brian Penrose, with all in favor, the School Psychologist/CSE Chairperson Agreement with Indian Lake CSD for 2020-2021 school year.

Approved: On Motion by Michael Farrell, seconded by Trisha Hosley, with all in favor, the Student Transportation Agreement with True North Schools for the 2020-2021 school year.

Approved: On Motion by Alexandria Harris, seconded by Trisha Hosley, with all in favor, the Student Transportation Agreement with Tupper Lake CSD for the 2020-2021 school year.

Approved: On Motion by Alexandria Harris, seconded by Trisha Hosley, with all in favor, Joseph Koehring and Mary Phillips-LeBlanc as Substitutes.

Approved: On Motion by Alexandria Harris, seconded by Trisha Hosley, with all in favor, Megan Nevins as Summer School Instructor effective July 1, 2020.

Approved: On Motion by Michael Farrell, seconded by Trisha Hosley, with all in favor, BE IT RESOLVED, that the Board of Education of the Long Lake Central School District hereby accepts the recommendation of the Superintendent to appoint **Molly Stewart for a four (4) year probationary appointment as a teacher of 7-12 Spanish** in the Secondary Foreign Language tenure area, commencing September 1, 2020 and ending August 31, 2024 contingent upon achievement of effective or highly effective APPR ratings necessary to receive tenure throughout her probationary period, consistent with the requirements of Education Law Sections 3012², 3012-c, and/or 3012-d, pending certification by September 1, 2020.

Approved: On Motion by Trisha Hosley, seconded by Alexandria Harris, with all in favor, Jerome Flanagan as Tax Collector and Claims Auditor, Victoria Snide as Board of Education Clerk and 2020-2021 Substitute Rates of Pay.

Approved: On Motion by Michael Farrell, seconded by Trisha Hosley, with all in favor, the following results of the June 9, 2020 Vote:

2020-2021 Budget	Pass
Trustee Seat	Alexandria Harris
Bus Purchase Reserve Fund Proposition for a Maximum of \$60,000	Pass

Approved: On Motion by Alexandria Harris, seconded by Michael Farrell, with all in favor, funding of the Bus Purchase Reserve Fund of \$35,000 and the Employee Benefit Accrued Liability Reserve Fund of \$15,000 from Unobligated Fund Balance effective June 30, 2020.

Approved: On Motion by Trisha Hosley, seconded by Alexandria Harris, with all in favor, the Shared Maintenance Agreement with the Town of Long Lake for 2020-2021 school year.

Approved: On Motion by Michael Farrell, seconded by Trisha Hosley, with all in favor, the following **Non-Resident Students** for the 2020-2021 school year: Carson Toohey, Dylan Combs, Alivea Benware, Isabel Tessier-Day and Scarlet Gravlin.

Approved: On Motion by Alexandria Harris, seconded by Joan Paula, with all in favor, the following **appointments for the 2020-2021 school year:** Chris Sass as Technology Coordinator, Nicole Curtin as Outing Club Advisor, Patrick Curtin as People for People Club Advisor, Tina Pine as National Honor Society Advisor, Kristin Delehanty as Elementary Soccer Coach, Tamara Combs as Green Team Advisor and 7th Grade Class Advisor, Michele Gannon as 11th Grade Class Advisor, Yearbook Advisor and 7-12 Tennis Club Advisor, and Sean O-Shell as 10th Grade Class Advisor.

Approved: On Motion by Alexandria Harris, seconded by Trisha Hosley, with all in favor, **Tina Pine and Mary Phillips-LeBlanc as Mentors** for the 2020-2021 school year.

Approved: On Motion by Michael Farrell, seconded by Trisha Hosley, with all in favor, **Grades 7-12 English Textbook Adoption** of the following titles: The Boy in the Striped Pajamas: A Fable; Speak; Oedipus the King; and Persepolis: The Story of a Childhood.

Approved: On Motion by Joan Paula, seconded by Alexandria Harris, with all in favor, **Be It Resolved** that the Board of Education of the Long Lake Central School District hereby accepts the recommendation of the Superintendent to appoint **Mara Gaffney for a four (4) year probationary appointment as a teacher of K-6 Special Education** in the General Special Education tenure area, commencing September 1, 2020 and ending August 31, 2024 contingent upon achievement of effective or highly effective APPR ratings necessary to receive tenure throughout her probationary period, consistent with the requirements of Education Law Sections 3012², 3012-c, and/or 3012-d, pending certification by September 1, 2020.

General Discussion

The Board reviewed the 2020-2021 **Code of Conduct**.

Policy 1st Readings: None.

2nd Public Participation: None.

Executive Session: On Motion by Michael Farrell, seconded by Trisha Hosley, with all in favor, to enter Executive Session at 7:31 p.m. to discuss the employment history of two particular persons.

Approved: On Motion by Alexandria Harris, seconded by Trisha Hosley, with all in favor, to come out of Executive Session at 8:25 p.m.

Approved: On Motion by Michael Farrell, seconded by Trisha Hosley, with all in favor, **BE IT RESOLVED** that the Board of Education hereby **approves the Addendum to**

Superintendent Noelle Short's contract dated July 9, 2020, authorizes the Board President to Execute said addendum and approves payment thereunder.

Adjournment: On Motion by Alexandria Harris, seconded by Michael Farrell, with all in favor, the Board adjourned at 8:26 p.m.

Clerk of the Board

Victoria J. Snide

**LONG LAKE CENTRAL SCHOOL DISTRICT
DRAFT BOARD MEETING MINUTES**

Date: August 4, 2020

Time: 3:00 p.m.

Type of Meeting: Special Meeting

Place: Gymnasium (In Person for Board Members Only)
Via WebEx by Phone 1-646-992-2010 (For Public)
Or via WebEx by Video System 1609780877@neric.webex.com
Meeting Access Code 160 978 0877

Members Present: Michael Farrell
Alexandria Harris (via WebEx)
Trisha Hosley
Joan Paula

Members Absent: Brian Penrose

Others Present: Noelle Short-Principal/Superintendent, Victoria Snide-Clerk of the Board

Call to Order: The Vice-President called the meeting to order at 3:01 p.m. and followed with the Pledge of Allegiance.

Approved: On Motion by Trisha Hosley, seconded by Joan Paula, with all in favor, BE IT RESOLVED, that the Board of Education of the Long Lake Central School District hereby accepts the recommendation of the Superintendent to appoint **Kathryn Connell for a four (4) year probationary appointment as a teacher of Elementary Education** in the Elementary Tenure area, commencing September 1, 2020 and ending August 31, 2024 contingent upon achievement of effective or highly effective APPR ratings necessary to receive tenure throughout her probationary period, consistent with the requirements of Education Law Sections 3012², 3012-c, and/or 3012-d. Ms. Connell is pending Initial Certification in Childhood Education Grades 1-6.

Approved: On Motion by Trisha Hosley, seconded by Joan Paula, with all in favor, Conditions of Employment for **Ethan Burns as Technology Education Long-Term Substitute Teacher** effective September 1, 2020.

Approved: On Motion by Trisha Hosley, seconded by Joan Paula, with all in favor, Conditions of Employment for **Lynn Zaidan as Secretary to the Superintendent** effective August 17, 2020.

Adjournment: On Motion by Michael Farrell, seconded by Trisha Hosley, with all in favor, the Board adjourned at 3:07 p.m.

Clerk of the Board

Victoria J. Snide

TREASURER'S MONTHLY REPORT **FUND: EXTRACURRICULAR ACCT.**

For the Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period \$ 6,676.40

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
June	Deposits	\$ 1,110.00
	Interest	\$ 0.05

Total Receipts \$ 1,110.05

Total receipts, including balance \$ 7,786.45

Disbursements made during the month:

By Check-From Check :#1326	\$ 399.45
EFT Transfers	\$0.00
By Debit Charge	\$ -

Total amount of checks issued and debit charges \$ 399.45

Cash balance as shown by records \$ 7,387.00

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 7,387.00

Less outstanding checks See attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

\$ 7,387.00

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 7,387.00

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

_____, 20____

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Weta Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: TRUST & AGENCY**

For the Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period \$ 6,962.34

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
June	Deposits	\$ 336,288.43

Total Receipts \$ 336,288.43

Total receipts, including balance \$ 343,250.77

Disbursements made during the month:

By Check-from check #3092-3096 \$ 2,295.68

EFT Transfers 332,727.01

By Debit Charge

Total amount of checks issued and debit charges \$ 335,022.69

Cash balance as shown by records \$ 8,228.08

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 8,362.95

less outstanding checks # See Attached \$ 134.87

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

\$ 8,228.08

Amount of receipts undeposited (See attached schedules)

-

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 8,228.08

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

20

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Wisa Warkay
Treasurer of School District

FUND: LUNCH FUND

For the Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period	\$ 18,665.20
--------------------------------------------------------------------	--------------

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
June	Deposits	\$ 162.25
	Interest	0.10

Total Receipts	\$	162.35
----------------	----	--------

Total receipts, including balance	\$	18,827.55
-----------------------------------	----	-----------

Disbursements made during the month:

By Check-From Check #2267-2274	\$	2,748.22
EFT Transfers		8,126.25

Total amount of checks issued and debit charges	\$	10,874.47
-------------------------------------------------	----	-----------

Cash balance as shown by records	\$ 7,953.08
----------------------------------	-------------

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month	\$	8,084.91
--------------------------------------------------	----	----------

Less outstanding checks see attached	\$	131.83
--------------------------------------	----	--------

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)	\$	7,953.08
---------------------------------------------------	----	----------

Amount of receipts undeposited	-
--------------------------------	---

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 7,953.08

Received by the Board of Education and entered
as a part of the minutes of the Board meeting held

This is to certify that the
above cash balance is
in agreement with my
bank statement, as reconciled.

20

Clerk of the Board of Education

Hisa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: PAYROLL FUND**

For the Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period \$ 1,000.00

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
June	Deposits	203,396.82

Total Receipts \$ 203,396.82

Total receipts, including balance \$ 204,396.82

Disbursements made during the month:

By Check: # \$ -

EFT Transfers/Direct Deposit 20106-20191 \$ 203,396.82

Voided DD-20184, 20186 \$ -

Total amount of checks issued and debit charges: \$ 203,396.82

Cash balance as shown by records \$ 1,000.00

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 1,000.00

Less Outstanding Checks - See Attached \$ -

\$ 1,000.00

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

Amount of receipts undeposited-


Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 1,000.00

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

20

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.


Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: GENERAL FUND**

For Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period \$ 42,111.11

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
June	Deposits	\$ 460,000.00
	Interest	0.58

Total Receipts \$ 460,000.58

Total receipts, including balance \$ 502,111.69

Disbursements made during the month:

By Check-From Check #16215-16256	\$ 131,465.95
EFT Transfers	329,471.18
	\$ -

Total amount of checks issued and debit charges \$ 460,937.13

Cash balance as shown by records \$ 41,174.56

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 63,192.11

Less outstanding checks see attached \$ 22,017.55

Net balance in bank (Should agree with Cash Balance above unless there are undeposited funds in treasurer's hands) \$ 41,174.56


Amount of receipts undeposited(See attached schedules) \$ -

Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 41,174.56

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

20_____
Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.



Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: SCHOLARSHIP FUND**

For the Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period \$ 3,799.49

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
June	Deposits	\$ 2,250.00
	Interest	\$ 0.04

Total Receipts \$ 2,250.04

Total receipts, including balance \$ 6,049.53

Disbursements made during the month:

By Check-from Check #1394-1411 \$ 3,650.00

EFT Transfers -

Total amount of checks issued and debit charges \$ 3,650.00

Cash balance as shown by records \$ 2,399.53

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 6,049.53

less outstanding checks \$ 3,650.00

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 2,399.53

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 2,399.53

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

_____ 20____

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.



Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: MONEY MARKET ACCOUNT**

For the Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period \$ 819,676.42

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
June	Deposits	\$ 93,519.13
	Interest	\$ 7.19
	Total Receipts	<u>\$ 93,526.32</u>
	Total receipts, including balance	<u>\$ 913,202.74</u>

Disbursements made during the month:

By Check:	
EFT Transfers	\$ 460,000.00
By Debit	\$ -

Total amount of checks issued and debit charges \$ 460,000.00Cash balance as shown by records \$ 453,202.74**RECONCILIATION WITH BANK STATEMENT**

Balance as given on bank statement, end of month \$ 453,202.74

Less outstanding checks

Net balance in bank (Should agree with Cash Balance above unless there are undeposited funds in treasurer's hands) \$ 453,202.74

Amount of receipts undeposited \$ -

Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 453,202.74

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

_____, 20____

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Heta Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: MONEY MARKET-NY CLASS**

For the Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period \$ 1,159,616.75

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
June	Deposits	\$ -
	Interest	\$ 338.67
	Total Receipts	\$ 338.67
	Total receipts, including balance	\$ 1,159,955.42

Disbursements made during the month:

By Check:	
EFT Transfers	\$ -
By Debit	\$ -

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 1,159,955.42

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 1,159,955.42

Less outstanding checks

Net balance in bank (Should agree with Cash Balance above unless there are undeposited funds in treasurer's hands) \$ 1,159,955.42

Amount of receipts undeposited \$ -

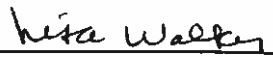
Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 1,159,955.42

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

_____20____

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.


Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: CAPITAL RESERVE-NY CLASS**

For the Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period \$ 39,228.72

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
June	Deposits	-
	Interest	\$ 11.45

Total Receipts \$ 11.45

Total receipts, including balance \$ 39,240.17

Disbursements made during the month:

By Check-from check #	\$ -
EFT Transfers	-
By Debit Charge	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 39,240.17

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 39,240.17

less outstanding checks

see attached	\$ -
	\$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

\$ 39,240.17

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 39,240.17

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

_____, 20____

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Heidi Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: REPAIR RESERVE-NY CLASS**

For the Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period \$ 53,516.69

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
June	Deposits	-
	Interest	\$ 15.65

Total Receipts \$ 15.65

Total receipts, including balance \$ 53,532.34

Disbursements made during the month:

By Check-from check #	\$ -
EFT Transfers	-
By Debit Charge	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 53,532.34

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 53,532.34

less outstanding checks

see attached	\$ -
	\$ -

Net balance in bank (Should agree with Cash Balance above unless There are undeposited funds in treasurer's hands)

\$ 53,532.34

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 53,532.34

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

20

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Lisa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: TAX RESERVE-NY CLASS**

For the Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period \$ 33,775.97

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
June	Deposits	-
	Interest	\$ 9.88
	Total Receipts	\$ 9.88
	Total receipts, including balance	\$ 33,785.85

Disbursements made during the month:

	By Check-from check #	\$ -
	EFT Transfers	-
	By Debit Charge	-
Total amount of checks issued and debit charges		\$ -

Cash balance as shown by records \$ 33,785.85

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 33,785.85

less outstanding checks

see attached \$ -
\$ -

Net balance in bank (Should agree with Cash Balance above unless There are undeposited funds in treasurer's hands)

\$ 33,785.85

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 33,785.85

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

_____ 20 _____

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: SCHOLARSHIP FUND-NY CLASS**

For the Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period \$ 72,235.25

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
June	Deposits	\$ -
	Interest	\$ 21.09

Total Receipts \$ 21.09

Total receipts, including balance \$ 72,256.34

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-
	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 72,256.34

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 72,256.34

less outstanding checks \$ -

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

\$ 72,256.34

Amount of receipts undeposited (See attached schedules)

-

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 72,256.34

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

_____ 20 _____

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Wesa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: TED ABER SCHOLARSHIP-NY CLASS**

For the Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period \$ 9,086.31

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
June	Deposits	\$ -
	Interest	\$ 2.66

Total Receipts \$ 2.66

Total receipts, including balance \$ 9,088.97

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 9,088.97

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 9,088.97

less outstanding checks \$ -

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 9,088.97

Amount of receipts undeposited (See attached schedules)

-

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 9,088.97

Received by the Board of Education and entered
as a part of the minutes of the Board meeting held

_____ 20 _____

Clerk of the Board of Education

This is to certify that the
above cash balance is
in agreement with my
bank statement, as reconciled.Wita Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: COURTNEY SCHOLARSHIP-NY CLASS**

For the Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period \$ 2,078.72

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
June	Deposits	\$ -
	Interest	\$ 0.60

Total Receipts \$ 0.60

Total receipts, including balance \$ 2,079.32

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-
	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 2,079.32

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 2,079.32

less outstanding checks \$ -

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 2,079.32

Amount of receipts undeposited (See attached schedules)

-

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 2,079.32

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

_____, 20____

Clerk of the Board of EducationHita Walkey
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: VARTULI SCHOLARSHIP-NY CLASS**

For the Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period \$ 6,768.01

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>
June	Deposits
	Interest

\$	-
\$	2.00

Total Receipts \$ 2.00

Total receipts, including balance \$ 6,770.01

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 6,770.01

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month	\$ 6,770.01
less outstanding checks	\$ -
see attached	\$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

\$ 6,770.01

Amount of receipts undeposited (See attached schedules)

-

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 6,770.01

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

_____ 20____

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Heta Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: BUS RESERVE-NY CLASS**

For the Period from June 1, 2020 thru June 30, 2020

Total available balance as reported at the end of preceding period \$ 79,082.91

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
June	Deposits	-
	Interest	\$ 23.10

Total Receipts \$ 23.10

Total receipts, including balance \$ 79,106.01

Disbursements made during the month:

By Check-from check #	\$ -
EFT Transfers	-
By Debit Charge	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 79,106.01

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 79,106.01

less outstanding checks	\$ -
see attached	\$ -

Net balance in bank (Should agree with Cash Balance above unless There are undeposited funds in treasurer's hands)

\$ 79,106.01

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 79,106.01

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

_____, 20____

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Lisa Walker
Treasurer of School District

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1010.400-0000	BOE Contractual Expense	8,000.00	0.00	8,000.00	0.00	0.00	8,000.00
A 1010.450-0000	BOE Materials and Supplies	2,800.00	0.00	2,800.00	10.88	0.00	2,789.12
A 1010.490-0000	BOE BOCES Services	7,500.00	0.00	7,500.00	599.65	0.00	6,900.35
1010	BOARD OF EDUCATION	18,300.00	0.00	18,300.00	610.53	0.00	17,689.47
A 1040.160-0000	BOE District Clerk Salaries	2,353.00	0.00	2,353.00	94.12	0.00	2,258.88
A 1040.400-0000	BOE District Clerk Contractual	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
1040	DISTRICT CLERK	6,353.00	0.00	6,353.00	94.12	0.00	6,258.88
10		24,653.00	0.00	24,653.00	704.65	0.00	23,948.35
A 1240.160-0000	Support Staff Salaries	125,597.00	0.00	125,597.00	14,016.13	0.00	111,580.87
A 1240.200-0000	Central Admin Equipment	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 1240.400-0000	Central Admin Contractual	13,680.00	340.00	14,020.00	2,533.26	130.00	11,356.74
A 1240.450-0000	Central Admin Materials & Supplies	2,500.00	0.00	2,500.00	12.00	70.18	2,417.82
1240	CHIEF SCHOOL ADMINISTRATOR	143,777.00	340.00	144,117.00	16,561.39	200.18	127,355.43
12		143,777.00	340.00	144,117.00	16,561.39	200.18	127,355.43
A 1310.160-0000	Finance Business Admin Salaries	89,819.00	0.00	89,819.00	6,893.36	0.00	82,925.64
A 1310.490-0000	Finance BOCES Services	23,500.00	0.00	23,500.00	2,474.70	0.00	21,025.30
1310	BUSINESS ADMINISTRATION	113,319.00	0.00	113,319.00	9,368.06	0.00	103,950.94
A 1320.160-0000	Finance Auditing Salaries	550.00	0.00	550.00	0.00	0.00	550.00
A 1320.400-0000	Finance Auditor Contractual	9,000.00	0.00	9,000.00	0.00	0.00	9,000.00
1320	AUDITING	9,550.00	0.00	9,550.00	0.00	0.00	9,550.00
A 1325.160-0000	Finance District Treasurer	20,967.00	0.00	20,967.00	1,596.56	0.00	19,370.44
A 1325.450-0000	Finance District Treasurer Supplies	250.00	0.00	250.00	0.00	0.00	250.00
1325	TREASURER	21,217.00	0.00	21,217.00	1,596.56	0.00	19,620.44
A 1330.160-0000	Finance Tax Collector Salary	4,057.00	0.00	4,057.00	0.00	0.00	4,057.00
A 1330.400-0000	Finance Tax Collector Contractual	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
A 1330.450-0000	Finance Tax Collector Materials & Supplies	100.00	0.00	100.00	0.00	0.00	100.00
1330	TAX COLLECTOR	5,657.00	0.00	5,657.00	0.00	0.00	5,657.00
13		149,743.00	0.00	149,743.00	10,964.62	0.00	138,778.38
A 1420.400-0000	Legal Contractual	14,000.00	0.00	14,000.00	600.00	0.00	13,400.00
1420	LEGAL	14,000.00	0.00	14,000.00	600.00	0.00	13,400.00
A 1430.490-0000	Personnel - BOCES Services	1,950.00	0.00	1,950.00	167.20	0.00	1,782.80
1430	PERSONNEL	1,950.00	0.00	1,950.00	167.20	0.00	1,782.80
A 1480.400-0000	Public Info Contractual	250.00	0.00	250.00	0.00	0.00	250.00

LONG LAKE CSD



Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1480 450-0000	Public Info/Printing Charges	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
1480	PUBLIC INFORMATION & SERVICES	1,250.00	0.00	1,250.00	0.00	0.00	1,250.00
14		17,200.00	0.00	17,200.00	767.20	0.00	16,432.80
A 1620 160-0000	Central Services Support Staff Salaries	100,712.00	0.00	100,712.00	7,690.16	0.00	93,021.84
A 1620 200-0000	Central Services Equipment	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 1620 400-0000	Central Services Contractual	65,250.00	0.00	65,250.00	22,833.00	6,979.00	35,438.00
A 1620 410-0000	Central Services Fuel Oil	85,000.00	0.00	85,000.00	0.00	0.00	85,000.00
A 1620 420-0000	Central Services Television	1,800.00	0.00	1,800.00	146.55	0.00	1,653.45
A 1620 430-0000	Central Services Electricity	27,000.00	0.00	27,000.00	0.00	0.00	27,000.00
A 1620 440-0000	Central Services Water Rent	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00
A 1620 450-0000	Central Services Materials & Supplies	21,500.00	77.88	21,577.88	2,278.59	6,202.87	13,096.42
A 1620 451-0000	Custodial Supplies - COVID	0.00	0.00	0.00	0.00	12,008.79	-12,008.79
A 1620 460-0000	Central Services Telephone	9,000.00	0.00	9,000.00	439.11	0.00	8,560.89
A 1620 480-0000	Central Services LP Gas	100.00	0.00	100.00	0.00	0.00	100.00
A 1620 490-0000	Central Services BOCES	1,000.00	0.00	1,000.00	69.00	0.00	931.00
1620	OPERATION OF PLANT	313,362.00	77.88	313,439.88	34,456.41	25,190.66	253,792.81
A 1621 160-0000	Mainten Support Staff Salaries	15,451.00	0.00	15,451.00	1,104.56	0.00	14,346.44
A 1621 400-0000	Maintenance Contractual Exp	17,500.00	0.00	17,500.00	0.00	0.00	17,500.00
1621	MAINTENANCE OF PLANT	32,951.00	0.00	32,951.00	1,104.56	0.00	31,846.44
A 1670 400-0000	Contractual	825.00	0.00	825.00	0.00	0.00	825.00
A 1670 450-0000	Postage	3,200.00	0.00	3,200.00	500.00	0.00	2,700.00
A 1670 490-0000	Printing - BOCES Services	2,000.00	0.00	2,000.00	-43.00	0.00	2,043.00
1670	CENTRAL PRINTING & MAILING	6,025.00	0.00	6,025.00	457.00	0.00	5,568.00
A 1680 490-0000	Central DP - BOCES Services	38,000.00	0.00	38,000.00	2,692.40	0.00	35,307.60
1680	CENTRAL DATA PROCESSING	38,000.00	0.00	38,000.00	2,692.40	0.00	35,307.60
16		390,338.00	77.88	390,415.88	38,710.37	25,190.66	326,514.85
A 1910 400-0000	Unallocated Insurance	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
1910	UNALLOCATED INSURANCE	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 1920 400-0000	School Association Dues	4,650.00	0.00	4,650.00	2,910.00	0.00	1,740.00
1920	SCHOOL ASSOCIATION DUES	4,650.00	0.00	4,650.00	2,910.00	0.00	1,740.00
A 1981 490-0000	BOCES Administrative Costs	17,000.00	0.00	17,000.00	1,940.60	0.00	15,059.40
1981	BOCES ADMINISTRATIVE COSTS	17,000.00	0.00	17,000.00	1,940.60	0.00	15,059.40
A 1983 490-0000	BOCES Capital Expenses	100.00	0.00	100.00	48,998.70	0.00	-48,898.70

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1983	BOCES CAPITAL EXPENSE	*	100.00	0.00	100.00	48,998.70	0.00	-48,898.70
19		**	22,750.00	0.00	22,750.00	53,849.30	0.00	-31,099.30
1		***	748,461.00	417.88	748,878.88	121,557.53	25,390.84	601,930.51
A 2020 150-0000	Supervision Instructional		25,000.00	0.00	25,000.00	1,950.93	0.00	23,049.07
2020	SUPERVISION - REGULAR SCHOOL	*	25,000.00	0.00	25,000.00	1,950.93	0.00	23,049.07
A 2070 150-0000	Instructional Salaries		16,720.00	0.00	16,720.00	220.00	0.00	16,500.00
A 2070 490-0000	Inservices - BOCES Services		20,000.00	0.00	20,000.00	1,006.20	0.00	18,993.80
2070	INSERVICE TRAINING - INSTRUCTION	*	36,720.00	0.00	36,720.00	1,226.20	0.00	35,493.80
20		**	61,720.00	0.00	61,720.00	3,177.13	0.00	58,542.87
A 2110 120-0000	Teaching K-6 Salaries		487,932.00	0.00	487,932.00	1,280.00	0.00	486,652.00
A 2110 130-0000	Teaching 7-12 Salaries		468,162.00	0.00	468,162.00	0.00	0.00	468,162.00
A 2110 140-0000	Substitute Teachers		18,000.00	0.00	18,000.00	0.00	0.00	18,000.00
A 2110 160-0000	Support Staff Salaries		41,327.00	0.00	41,327.00	0.00	0.00	41,327.00
A 2110 170-0000	Payment in Lieu of Health Insurance		14,000.00	0.00	14,000.00	0.00	0.00	14,000.00
A 2110 180-0000	Leave Sallback		0.00	0.00	0.00	0.00	0.00	0.00
A 2110 200-0000	Teaching Equipment		7,000.00	0.00	7,000.00	0.00	3,250.00	3,750.00
A 2110 400-0000	Teaching Contractual		16,726.00	0.00	16,726.00	657.59	0.00	16,068.41
A 2110 410-0000	Field Trips		21,000.00	0.00	21,000.00	0.00	0.00	21,000.00
A 2110 411-0000	Conference Attendance		10,500.00	0.00	10,500.00	1,275.00	279.00	8,946.00
A 2110 412-0000	Mileage Reimbursement		2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
A 2110 413-0000	Arts in Education		3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
A 2110 450-0000	Teaching Materials & Supplies		9,000.00	0.00	9,000.00	3,592.34	88.89	5,318.77
A 2110 451-0000	Elementary - Grade 1		2,075.00	0.00	2,075.00	79.50	1,344.45	651.05
A 2110 451-1000	Summer School		90.00	0.00	90.00	0.00	0.00	90.00
A 2110 451-2000	Art Program		2,725.00	718.24	3,443.24	775.84	737.38	1,930.02
A 2110 451-4000	Teachers Assistant-Dukett		250.00	0.00	250.00	0.00	242.08	7.92
A 2110 451-5000	English		325.00	0.00	325.00	0.00	185.20	139.80
A 2110 451-8000	Health Education		260.00	0.00	260.00	0.00	43.79	216.21
A 2110 451-9000	Math		800.00	0.00	800.00	0.00	65.29	734.71
A 2110 452-1000	Elementary - Conboy/SPED		255.00	0.00	255.00	0.00	0.00	255.00
A 2110 452-2000	Music		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2110 452-3000	Phys Ed		1,628.00	0.00	1,628.00	1,482.21	0.00	145.79
A 2110 452-4000	Science		1,195.00	0.00	1,195.00	206.06	362.54	626.40

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2110.452-5000	Social Studies	300.00	0.00	300.00	0.00	120.00	180.00
A 2110.452-6000	Technology	1,700.00	0.00	1,700.00	0.00	0.00	1,700.00
A 2110.452-7000	Elementary - PreK/Teaching Assistant	900.00	0.00	900.00	0.00	483.25	416.75
A 2110.452-9000	Teachers Aide Supplies-Kilpatrick	250.00	0.00	250.00	0.00	0.00	250.00
A 2110.453-0000	Elementary - Harkness	405.00	0.00	405.00	0.00	0.00	405.00
A 2110.454-0000	Elementary - Grade 2	900.00	0.00	900.00	79.50	512.34	308.16
A 2110.455-0000	Elementary - Grade 3/4	1,250.00	0.00	1,250.00	130.96	51.90	1,067.14
A 2110.456-0000	Elementary - Grade 5/6	625.00	0.00	625.00	0.00	0.00	625.00
A 2110.458-0000	Elementary - Grade K	1,015.00	18.43	1,033.43	62.87	678.85	291.71
A 2110.459-1000	Ace Committee	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
A 2110.459-2000	STEM	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2110.480-0000	Teaching Textbooks	11,500.00	0.00	11,500.00	0.00	654.78	10,845.22
A 2110.490-0000	Teaching BOCES	10,000.00	0.00	10,000.00	296.40	0.00	9,703.60
2110	TEACHING - REGULAR SCHOOL	1,141,095.00	736.67	1,141,831.67	9,918.27	9,099.74	1,122,813.66
21		1,141,095.00	736.67	1,141,831.67	9,918.27	9,099.74	1,122,813.66
A 2250.150-0000	Instructional Salaries	90,540.00	0.00	90,540.00	0.00	0.00	90,540.00
A 2250.160-0000	Non Instructional Salaries	34,772.00	0.00	34,772.00	0.00	0.00	34,772.00
A 2250.400-0000	Students w/Disab Contractual	4,500.00	0.00	4,500.00	4,523.03	0.00	-23.03
A 2250.450-0000	Special Ed Materials & Supplies	675.00	0.00	675.00	0.00	0.00	675.00
A 2250.470-0000	Special Tuition	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
A 2250.490-0000	BOCES Services	91,000.00	0.00	91,000.00	5,529.98	0.00	86,470.02
2250	PROGRAM FOR STUDENTS W/DISABILITIES SCHOOL AGE - SCHOOL YEAR	223,987.00	0.00	223,987.00	10,053.01	0.00	213,933.99
A 2280.490-0000	BOCES Services	35,000.00	0.00	35,000.00	1,404.40	0.00	33,595.60
2280	OCCUPATIONAL EDUCATION (GRADES 9-12)	35,000.00	0.00	35,000.00	1,404.40	0.00	33,595.60
22		258,987.00	0.00	258,987.00	11,457.41	0.00	247,529.59
A 2330.150-0000	Adult Education Salary	11,350.00	0.00	11,350.00	141.60	0.00	11,208.40
A 2330.151-0000	Special Schools Salary	20,160.00	0.00	20,160.00	0.00	0.00	20,160.00
A 2330.400-0000	Special Schools Contractual	3,600.00	0.00	3,600.00	0.00	0.00	3,600.00
A 2330.450-0000	Special Schools Materials & Supplies	500.00	0.00	500.00	0.00	0.00	500.00
2330	TEACHING - SPECIAL SCHOOLS	35,610.00	0.00	35,610.00	141.60	0.00	35,468.40
23		35,610.00	0.00	35,610.00	141.60	0.00	35,468.40

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2610.150-0000	Library Salaries	54,058.00	0.00	54,058.00	0.00	0.00	54,058.00
A 2610.450-0000	Library Materials & Supplies	1,235.00	0.00	1,235.00	0.00	0.00	1,235.00
A 2610.460-0000	Library Collections	3,546.00	0.00	3,546.00	0.00	0.00	3,546.00
A 2610.490-0000	Library BOCES Services	8,750.00	0.00	8,750.00	805.00	0.00	7,945.00
2610	SCHOOL LIBRARY & AUDIOVISUAL	67,589.00	0.00	67,589.00	805.00	0.00	66,784.00
A 2630.220-0000	Computer Hardware	21,000.00	0.00	21,000.00	4,367.56	851.44	15,781.00
A 2630.450-0000	Computer Materials & Supplies	1,000.00	0.00	1,000.00	0.00	25.98	974.02
A 2630.460-0000	Computer Software	7,000.00	0.00	7,000.00	1,900.88	0.00	5,099.12
A 2630.490-0000	Computer BOCES	73,500.00	0.00	73,500.00	6,325.91	0.00	67,174.09
2630	COMPUTER ASSISTED INSTRUCTION	102,500.00	0.00	102,500.00	12,594.35	877.42	89,028.23
26		170,089.00	0.00	170,089.00	13,399.35	877.42	155,812.23
A 2805.160-0000	Attendance	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
2805	ATTENDANCE - REGULAR SCHOOL	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
A 2810.150-0000	Guidance Instructional Salaries	63,815.00	0.00	63,815.00	0.00	0.00	63,815.00
A 2810.450-0000	Guidance Materials & Supplies	925.00	0.00	925.00	234.25	0.00	690.75
A 2810.451-0000	Guidance Testing and Materials	950.00	0.00	950.00	0.00	0.00	950.00
2810	GUIDANCE - REGULAR SCHOOL	65,690.00	0.00	65,690.00	234.25	0.00	65,455.75
A 2815.160-0000	Support Staff Salaries	34,629.00	0.00	34,629.00	0.00	0.00	34,629.00
A 2815.400-0000	Health Contractual	6,500.00	0.00	6,500.00	0.00	0.00	6,500.00
A 2815.450-0000	Health Materials & Supplies	2,500.00	0.00	2,500.00	0.00	646.61	1,853.39
2815	HEALTH SERVICES - REGULAR SCHOOL	43,629.00	0.00	43,629.00	0.00	646.61	42,982.39
A 2820.400-0000	Psychologist Contractual	45,000.00	0.00	45,000.00	0.00	0.00	45,000.00
A 2820.450-0000	Psychologist Materials & Supplies	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
A 2820.490-0000	BOCES Psychologist	11,500.00	0.00	11,500.00	1,000.00	0.00	10,500.00
2820	PSYCHOLOGICAL SERVICES - REGULAR SCHOOL	58,000.00	0.00	58,000.00	1,000.00	0.00	57,000.00
A 2825.400-0000	Contractual	6,700.00	0.00	6,700.00	0.00	0.00	6,700.00
2825	SOCIAL WORK SERVICES - REGULAR SCHOOL	6,700.00	0.00	6,700.00	0.00	0.00	6,700.00
A 2850.150-0000	Co-curricular Salaries	30,090.00	0.00	30,090.00	0.00	0.00	30,090.00
A 2850.450-0000	Co-curricular Materials & Supplies	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
2850	CO-CURRICULAR ACTIVITIES - REGULAR SCHOOL	31,090.00	0.00	31,090.00	0.00	0.00	31,090.00
A 2855.150-0000	Interscholastic Salaries	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00

LONG LAKE CSD



Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2855.400-0000	Interscholastic Contractual	20,500.00	0.00	20,500.00	0.00	0.00	20,500.00
A 2855.450-0000	Interscholastic Materials & Supplies	2,500.00	640.00	3,140.00	0.00	640.00	2,500.00
A 2855.490-0000	BOCES Interscholastic	1,000.00	0.00	1,000.00	47.50	0.00	952.50
2855	INTERSCHOLASTIC ATHLETICS - REGULAR SCHOOL	34,000.00	640.00	34,640.00	47.50	640.00	33,952.50
28		243,609.00	640.00	244,249.00	1,281.75	1,286.61	241,680.64
2		1,911,110.00	1,376.67	1,912,486.67	39,375.51	11,263.77	1,861,847.39
A 5510.160-0000	Transportation Salaries	86,064.00	0.00	86,064.00	4,644.34	0.00	81,419.66
A 5510.200-0000	Transportation Equipment	0.00	0.00	0.00	1,850.00	0.00	-1,850.00
A 5510.400-0000	Transportation Contractual	15,000.00	0.00	15,000.00	4,906.00	0.00	10,094.00
A 5510.450-0000	Transportation Materials & Supplies Misc	500.00	0.00	500.00	0.00	0.00	500.00
A 5510.451-0000	Diesel/Gasoline	18,000.00	0.00	18,000.00	285.48	0.00	17,714.52
A 5510.452-0000	Tires	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
A 5510.453-0000	Parts	7,500.00	0.00	7,500.00	699.06	6,000.00	800.94
A 5510.454-0000	Labor	13,000.00	0.00	13,000.00	2,498.92	0.00	10,501.08
A 5510.490-0000	BOCES Contractual	1,300.00	0.00	1,300.00	99.62	0.00	1,200.38
5510	DISTRICT TRANSPORTATION SERVICES	143,864.00	0.00	143,864.00	14,983.42	6,000.00	122,880.58
55		143,864.00	0.00	143,864.00	14,983.42	6,000.00	122,880.58
5		143,864.00	0.00	143,864.00	14,983.42	6,000.00	122,880.58
A 9010.800-0000	NYS Retirement	67,500.00	0.00	67,500.00	-13,000.00	0.00	80,500.00
9010	STATE RETIREMENT	67,500.00	0.00	67,500.00	-13,000.00	0.00	80,500.00
A 9020.800-0000	Teacher Retirement	140,000.00	0.00	140,000.00	-115,067.50	0.00	255,067.50
9020	TEACHERS' RETIREMENT	140,000.00	0.00	140,000.00	-115,067.50	0.00	255,067.50
A 9030.800-0000	Social Security	143,103.00	0.00	143,103.00	3,023.99	0.00	140,079.01
9030	SOCIAL SECURITY	143,103.00	0.00	143,103.00	3,023.99	0.00	140,079.01
A 9040.800-0000	Worker Compensation	11,000.00	0.00	11,000.00	5,370.00	0.00	5,630.00
9040	WORKERS' COMPENSATION	11,000.00	0.00	11,000.00	5,370.00	0.00	5,630.00
A 9050.800-0000	Unemployment	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
9050	UNEMPLOYMENT INSURANCE	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
A 9055.800-0000	Disability Plan	4,000.00	0.00	4,000.00	469.06	0.00	3,530.94
9055	DISABILITY INSURANCE	4,000.00	0.00	4,000.00	469.06	0.00	3,530.94
A 9060.800-0000	Hospitalization	960,000.00	0.00	960,000.00	153,468.78	0.00	806,531.22
9060	HOSPITAL, MEDICAL & DENTAL INSURANCE	960,000.00	0.00	960,000.00	153,468.78	0.00	806,531.22

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
90		1,345,603.00	0.00	1,345,603.00	34,264.33	0.00	1,311,338.67
<u>A 9731.600-0000</u>	Bond Anticipation Notes - Principal	50,000.00	0.00	50,000.00	0.00	0.00	50,000.00
<u>A 9731.700-0000</u>	Bond Anticipation Notes - Interest	73,125.00	0.00	73,125.00	0.00	0.00	73,125.00
9731		123,125.00	0.00	123,125.00	0.00	0.00	123,125.00
97		123,125.00	0.00	123,125.00	0.00	0.00	123,125.00
<u>A 9901.930-0000</u>	Transfer to School Food Svc Fund	108,701.00	0.00	108,701.00	0.00	0.00	108,701.00
9901	TRANSFERS TO FUNDS	108,701.00	0.00	108,701.00	0.00	0.00	108,701.00
99		108,701.00	0.00	108,701.00	0.00	0.00	108,701.00
9		1,577,429.00	0.00	1,577,429.00	34,264.33	0.00	1,543,164.67
	Fund ATotals:	4,380,864.00	1,794.55	4,382,658.55	210,180.79	42,654.61	4,129,823.15
	Grand Totals:	4,380,864.00	1,794.55	4,382,658.55	210,180.79	42,654.61	4,129,823.15

LONG LAKE CSD



Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
C 2860 160-0000	Cafeteria Salaries	65,026.00	0.00	65,026.00	1,225.25	0.00	63,800.75
C 2860 400-0000	Cafeteria Contractual	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
C 2860 410-0000	Cafeteria Food	30,000.00	0.00	30,000.00	2,109.05	0.00	27,890.95
C 2860 450-0000	Cafeteria Materials & Supplies	2,500.00	0.00	2,500.00	428.51	0.00	2,071.49
2860	SCHOOL FOOD SERVICE	100,526.00	0.00	100,526.00	3,762.81	0.00	96,763.19
28		100,526.00	0.00	100,526.00	3,762.81	0.00	96,763.19
2		100,526.00	0.00	100,526.00	3,762.81	0.00	96,763.19
C 9010 800-0000	Cafeteria Employees Retirement	10,500.00	0.00	10,500.00	-2,500.00	0.00	13,000.00
9010	STATE RETIREMENT	10,500.00	0.00	10,500.00	-2,500.00	0.00	13,000.00
C 9030 800-0000	Cafeteria Social Security	4,975.00	0.00	4,975.00	0.00	0.00	4,975.00
9030	SOCIAL SECURITY	4,975.00	0.00	4,975.00	0.00	0.00	4,975.00
C 9060 800-0000	Cafeteria Health Insurance	28,000.00	0.00	28,000.00	0.00	0.00	28,000.00
9060	HOSPITAL, MEDICAL & DENTAL INSURANCE	28,000.00	0.00	28,000.00	0.00	0.00	28,000.00
90		43,475.00	0.00	43,475.00	-2,500.00	0.00	45,975.00
9		43,475.00	0.00	43,475.00	-2,500.00	0.00	45,975.00
	Fund CTotals:	144,001.00	0.00	144,001.00	1,262.81	0.00	142,738.19
Grand Totals:		144,001.00	0.00	144,001.00	1,262.81	0.00	142,738.19

LONG LAKE CSD



Revenue Status Report From 7/1/2020 To 6/30/2021

Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
C 1440.B	Breakfast - Student Sale of Meals	2,500.00	0.00	2,500.00	-5.20	2,505.20
C 1440.L	Lunch - Student Sale of Meals	9,500.00	0.00	9,500.00	0.00	9,500.00
C 1445.L	A La Carte Sales	1,000.00	0.00	1,000.00	0.00	1,000.00
C 3190.FB	Breakfast - Federal Reimbursement	6,000.00	0.00	6,000.00	-700.00	6,700.00
C 3190.FL	Lunch - Federal Reimbursement	13,000.00	0.00	13,000.00	-1,103.00	14,103.00
C 3190.FS	Snack - Federal Reimbursement	550.00	0.00	550.00	0.00	550.00
C 3190.SB	Breakfast - State Reimbursement	250.00	0.00	250.00	-32.00	282.00
C 3190.SL	Lunch - State Reimbursement	500.00	0.00	500.00	-19.00	519.00
C 4190	USDA Surplus Food	2,000.00	0.00	2,000.00	0.00	2,000.00
C 5031	Interfund Transfer	108,701.00	0.00	108,701.00	0.00	108,701.00
C Totals:		144,001.00	0.00	144,001.00	-1,859.20	145,860.20
Grand Totals:		144,001.00	0.00	144,001.00	-1,859.20	145,860.20

LONG LAKE CSD

Check Warrant Report For A - 1: Cash Disbursement - July 2020 For Dates 7/1/2020 - 7/31/2020



Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
16257	07/09/2020	2839	HAMILTON COUNTY CLERK	NOTARY RENEWAL - SNIDE 9/13/20-9/13/24		60.00
16258	07/09/2020	2279	**CONTINUED** F-E-H BOCES TREASURER	Voided During Printing		0.00
16259	07/09/2020	2279	F-E-H BOCES TREASURER	JUNE CONTRACT BILLING		24,424.26
16260	07/09/2020	4720	THE CERAMIC SHOP	SLAB ROLLER	200255	775.84
16261	07/09/2020	4604	DOCUMENT SOLUTIONS OF THE NORTH COUNTRY	COPIER USAGE		119.09
16262	07/09/2020	4605	XEROX FINANCIAL SERVICES	COPIER LEASES		435.50
16263	07/09/2020	3217	FRONTIER	TELEPHONE CHARGES		410.29
16264	07/09/2020	4525	SLIC NETWORK SOLUTIONS	CABLE TV		146.55
16265	07/09/2020	4725	INSTITUTE FOR MULTI-SENSORY EDUCATION	ORTON-GILLINGHAM TRAINING-POOLER	210000	1,275.00
16266	07/09/2020	2988	GIRVIN & FERLAZZO, P.C.	JUNE LEGAL RETAINER		600.00
16267	07/09/2020	4560	ECHALK INC.	WEBSITE LICENSE 7/1/20-6/30/21		1,325.50
16268	07/09/2020	4131	ONE CALL NOW	PARENT BROADCAST PLAN 7/23/20-7/22/21		123.17
16269	07/09/2020	1299	NYS SCHOOL BOARDS ASSOCIATION	MEMBERSHIP DUES 7/1/20-6/30/21		2,525.00
16270	07/09/2020	2543	NASSP	NHS DUES 7/1/20-6/30/21		385.00
16271	07/09/2020	4487	FRONTLINE TECHNOLOGIES GROUP, LLC	IEP DIRECT 7/1/20-6/30/21		4,523.03
16272	07/09/2020	2285	JOSTENS	DIPLOMA PLASTIC/TISSUE		10.88
16273	07/09/2020	4199	NYS EMPLOYEES' HEALTH INSURANCE	AUGUST HEALTH INSURANCE		75,488.43
16274	07/23/2020	3825	AMAZON	DISPOSABLE FACE MASKS	210012	12.00
16275	07/23/2020	4733	TOPICAL REVIEW BOOK COMPANY	SCIENCE REVIEW BOOKS	210041	145.20
16276	07/23/2020	3510	TEACHER DIRECT	GRADE 3/4 SUPPLIES	210020	130.96
16277	07/23/2020	1709	QUILL	SCIENCE SUPPLIES	210043	60.86
16278	07/23/2020	2695	CDW	DESKTOP COMPUTERS	210030	3,210.00
16279	07/23/2020	3934	THERMAL ENVIRONMENT SALES, INC.	HEATER MOTOR	210016	539.85
16280	07/23/2020	1169	GOPHER SPORTS EQUIPMENT	PE SUPPLIES	210032	1,482.21
16281	07/23/2020	2279	F-E-H BOCES TREASURER	1/2 20-21 WORKERS COMP		5,370.00
16282	07/23/2020	4425	VERIZON	CELL PHONE		28.82
16283	07/23/2020	2912	SAANYS	20-21 DUES SHORT		600.00
16284	07/23/2020	4728	NOVISIGN	SUBSCRIPTION 1 YEAR LICENSE 7/20-6/21	210028	180.00
16285	07/23/2020	1360	HAMILTON COUNTY TREASURER	GAS/DIESEL JUNE		285.48
16286	07/23/2020	4727	WRITABLE INC.	SUBSCRIPTION 8/1/20-8/1/21	210027	196.00
16287	07/23/2020	3194	REALLY GOOD STUFF	GRADE K SUPPLIES	210022	62.87

LONG LAKE CSD



Check Warrant Report For A - 1: Cash Disbursement - July 2020 For Dates 7/1/2020 - 7/31/2020

Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
16287	07/23/2020	2833	UTICA NATIONAL INSURANCE GROUP	INSURANCE 7/1/20-6/30/21		27,632.00
16289	07/23/2020	2060	LEONARD BUS SALES, INC.	BUS 30 LIGHT		141.84
16290	07/23/2020	4734	JOSEPH PARENT	FINGERPRINT REIMB-DMV		107.00
16291	07/23/2020	1305	AMERICAN EXPRESS	FINGERPRINTS, SOFTWARE, BRAKE METER, ASCD		2,061.98
16292	07/23/2020	3944	STUDIES WEEKLY	GRADE 2 MAGAZINE	210053	79.50
16293	07/23/2020	3569	LONG LAKE TOWN CLERK	WATER BILL		1,000.00
16294	07/23/2020	4426	SCHOOL MATE	STUDENT PLANNERS	210018	234.25
16295	07/23/2020	2742	TUPPER LAKE CENTRAL SCHOOL	MAY AND JUNE BUS MAINTENANCE		3,056.14

Number of Transactions: 39

Warrant Total: 159,244.50
Vendor Portion: 159,244.50

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 39 in number, in the total amount of \$ 159,244.50. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/3/2020 Nicole J. Short
Date Superintendent

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 159,244.50. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/3/20 Jerome S. Flanagan
Date Claims Auditor

LONG LAKE CSD

Check Warrant Report For TA - 1: Cash Disbursement - Trust & Agency For Dates 7/1/2020 - 7/31/2020



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
635	07/09/2020	3407	NYS INCOME TAX		827.67
636	07/09/2020	3411	VOYA INSTITUTIONAL TRUST COMPANY		75.00
637	07/09/2020	4340	LLCS GENERAL FUND		13,106.36
638	07/09/2020	4375	EFTPS Enrollment Processing		4,719.46
639	07/23/2020	3407	NYS INCOME TAX		856.93
640	07/23/2020	3411	VOYA INSTITUTIONAL TRUST COMPANY		75.00
641	07/23/2020	3413	NYS EMPLOYEES RETIREMENT SYSTEM		290.53
642	07/23/2020	4340	LLCS GENERAL FUND		16,834.33
643	07/23/2020	4375	EFTPS Enrollment Processing		5,551.30
3097	07/09/2020	3406	C.S.E.A., INC.		74.47
3098	07/23/2020	3406	C.S.E.A., INC.		74.47
3099	07/23/2020	3408	C.S.E.A. EMPLOYEE BENEFIT FUND		1,965.94

Automatic Payroll's

Number of Transactions: 12

Warrant Total: 44,451.46
Vendor Portion: 44,451.46
Payroll Portion: 0.00

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 12 in number, in the total amount of \$ 44,451.46. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

7/27/20 Michele J. Short
Date Superintendent

LONG LAKE CSD

Check Warrant Report For CM - 4: Scholarship June 2020 For Dates 6/1/2020 - 6/30/2020



Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
1394	06/19/2020	4721	SYANA SANDIFORD	SALUTATORIAN SCHOLARSHIP		500.00
1395	06/19/2020	4721	SYANA SANDIFORD	JOE LEBLANC MEMORIAL FUND SCHOLARSHIP		100.00
1396	06/19/2020	4722	MADISON HOLLENBECK	JOE LEBLANC MEMORIAL FUND SCHOLARSHIP		100.00
1397	06/19/2020	4721	SYANA SANDIFORD	WILL GEIGER ACADEMIC AWARD		500.00
1398	06/19/2020	4721	SYANA SANDIFORD	HIGHEST AVERAGE IN MATH, ENGLISH & GIRLS PE		150.00
1399	06/19/2020	4722	MADISON HOLLENBECK	HIGHEST AVERAGE IN SOCIAL STUDIES & SCIENCE		100.00
1400	06/19/2020	4721	SYANA SANDIFORD	AWARD FOR EXCELLANCE IN ART & INSTRUMENTAL MUSIC		100.00
1401	06/19/2020	4722	MADISON HOLLENBECK	AWARD FOR EXCELLANCE IN TECHNOLOGY		50.00
1402	06/19/2020	4721	SYANA SANDIFORD	MR. AND MRS. KEN HOVEY MUSIC AWARD		200.00
1403	06/19/2020	4721	SYANA SANDIFORD	ANNETTE SEIRUP AWARD		100.00
1404	06/19/2020	4721	SYANA SANDIFORD	STEWART'S SHOPS GOOD CITIZENSHIP AWARD		200.00
1405	06/19/2020	4722	MADISON HOLLENBECK	MOOSE PONDS HUNTING & FISHING CLUB AWARD		200.00
1406	06/19/2020	4721	SYANA SANDIFORD	DEERLAND PROPERTY SERVICE AWARD		50.00
1407	06/19/2020	4721	SYANA SANDIFORD	COMMUNITY BANK AWARD		200.00
1408	06/19/2020	4722	MADISON HOLLENBECK	DEBBIE O'BRIEN SCHOLARSHIP		300.00
1409	06/19/2020	4721	SYANA SANDIFORD	DR. DONALD CARLISLE STUDENT GRIT SCHOLARSHIP		150.00
1410	06/19/2020	4722	MADISON HOLLENBECK	DR. DONALD CARLISLE STUDENT GRIT SCHOLARSHIP		150.00
1411	06/19/2020	4721	SYANA SANDIFORD	KATZ FAMILY AWARD		500.00

Number of Transactions: 18

Warrant Total: 3,650.00

Vendor Portion: 3,650.00

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 18 in number, in the total amount of \$ 3650.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

7/14/20 Victoria J. Amodeo
Date BUSINESS MANAGER

Students

SUBJECT: IMMUNIZATION OF STUDENTS

Every child entering or attending a District school must present proof of immunization or proof of immunity by serology (blood test) if applicable unless a New York State licensed physician certifies that the immunization ~~is~~ may be detrimental to the child's health. The requirement for that immunization is waived until the immunization is no longer detrimental to the child's health. Medical exemptions must be reissued annually.

Except for ~~this~~ a valid medical exemption, the District ~~may~~ will not permit a child lacking acceptable evidence of required immunizations to remain in school for more than 14 days; or more than 30 days for an out-of-state or out-of-country transferee who can show a good faith effort to get the necessary certification or other evidence of immunization.

~~The administration will notify the local health authority of the name and address of excluded children and provide the parent or person in parental relation a statement of his or her duty regarding immunization as well as a consent form prescribed by the Commissioner of Health. The school will cooperate with the local health authorities to provide a time and place for the immunization of these children.~~

Whenever a child has been refused admission to or continued attendance at a District school for lack of acceptable evidence of immunization, immunity, or exemption, the principal of the school will:

- a) Notify the person in parental relation to the child of his or her responsibility to have the child immunized and of the public resources available for doing so;
- b) Notify the local health authority of the name and address of the excluded child and of the immunization or immunizations which the child lacks; and
- c) Provide, with the cooperation of the local health authority, for a time and place at which the required immunization or immunizations may be administered.

For homeless children, the enrolling school must immediately refer the ~~parent or guardian~~ person in parental relation ~~to~~ of the child to the District's homeless liaison, who must assist them in obtaining the necessary immunizations, ~~or immunization~~ or medical records.

The District will provide an annual summary of compliance with immunization requirements to the Commissioner of Health.

All schools will also post educational information on influenza and the benefits of influenza immunization which will be in plain view and available to ~~parents~~ persons in parental relation.

NOTE: Refer also to Policy #7131 -- Education of Students in Temporary Housing

Adoption Date

Long Lake Central School District
2020-2021 Code of Conduct



Long Lake
CENTRAL SCHOOL DISTRICT

Code of Conduct

I. Introduction

The Board of Education ("Board") is committed to providing a safe and orderly school environment where students may receive and District personnel may deliver quality educational services without disruption or interference. Responsible behavior by students, teachers, other District personnel, parents and other visitors is essential to achieving this goal.

The District has a long-standing set of expectations for conduct on school property and at school functions. These expectations are based on the principles of civility, mutual respect, citizenship, character, tolerance, honesty and integrity.

The Board recognizes the need to clearly define these expectations for acceptable conduct on school property, to identify the possible consequences of unacceptable conduct, and to ensure that discipline, when necessary, is administered promptly and fairly. To this end, The Board adopts this Code of Conduct ("Code").

Unless otherwise indicated, this code applies to all students, school personnel, parents and other visitors when on school property or attending a school function.

II. Definitions

For purposes of this Code, the following definitions apply:

- i. "*Disruptive student*" means an elementary or secondary student under the age of 21 who is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom.
- ii. "*Parent*" means parent, guardian or person in parental relation to a student.
- iii. "*School property*" means in or within any building, structure, athletic playing field, playground, parking lot or land contained within the real property boundary line of a public elementary or secondary school, or in or on a school bus or school vehicle, as defined in Vehicle and Traffic Law §142.
- iv. "*School Function*" means a school-sponsored extra-curricular event or activity (Education §11[2]).
- v. "*Weapon*" means a firearm as defined in 18 USC §921 for purposes of the Gun-Free Schools Act. It also means any other gun, BB gun, pistol, revolver, shotgun, rifle, machine gun, disguised gun, dagger, dirk, razor, stiletto, switchblade knife, gravity knife, brass knuckles, sling shot, metal knuckle knife, box cutter, cane sword, electronic dart gun, Kung Fu Star, electronic stun gun, pepper spray or other noxious spray, explosive or incendiary bomb or other device, instrument, material or substance that can cause physical injury or death when used to cause physical injury or death.
- vi. "*School Bus*" means every motor vehicle owned by a public or governmental agency or private school and operated for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity, to or from school or school activities, or, privately owned and operated for compensation for the

transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity to or from school or school activities (Education Law § 11[1] and Vehicle and Traffic Law § 142).

- vii. “*Disability*” means (a) a physical, mental or medical impairment resulting from anatomical, physiological, genetic or neurological conditions which prevents the exercise of a normal bodily function or is demonstrable by medically accepted clinical or laboratory diagnostic techniques or (b) a record of such an impairment or (c) a condition regarded by others as such an impairment, provided, however, that in all provisions of this article dealing with employment, the term must be limited to disabilities which, upon the provision of reasonable accommodations, do not prevent the complainant from performing in a reasonable manner the activities involved in the job or occupation sought or held (Education Law § 11[4] and Executive Law § 292[21]).
- viii. “*Employee*” means any person receiving compensation from a school District or employee of a contracted service provider or worker placed within the school under a public assistance employment program, pursuant to Title 9-B of Article 5 of the Social Services Law, and consistent with the provisions of such title for the provision of services to such District, its students or employees, directly or through contract, whereby such services performed by such person involve direct student contact (Education Law §§ 11[4] and 1125[3]).
- ix. “*Sexual Orientation*” means actual or perceived heterosexuality, homosexuality, or bisexuality (Education Law § 11[5]).
- x. “*Gender*” means a person’s actual or perceived sex and includes a person’s gender identity or expression (Education Law § 11[6]).
- xi. “*Harassment/Bullying*” means the creation of a hostile environment by conduct or by threats, intimidation or abuse, including cyberbullying as defined in Education Law § 11(8), that
 1. Has or would have the effect of unreasonably and substantially interfering with a student’s educational performance, opportunities or benefits, or mental, emotional or physical well-being; or
 2. Reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety; or
 3. Reasonably causes or would reasonably be expected to cause physical injury or emotional harm to a student; or
 4. Occurs off school property and creates or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that the conduct, threats, intimidation or abuse might reach school property.

For purposes of this definition, the term “threats, intimidation or abuse” shall include verbal and non-verbal actions. (Education Law § 11[7])

- xii. “*Cyberbullying*” means harassment/bullying, as defined above, through any form of electronic communication. Acts of harassment and bullying that are prohibited include those acts based on a person’s actual or perceived membership in the following groups including, but not limited to: race
 - 1. Color
 - 2. Weight
 - 3. National Origin
 - 4. Ethnic Group
 - 5. Religion
 - 6. Religious Practice
 - 7. Disability
 - 8. Sex
 - 9. Sexual Orientation
 - 10. Gender (which includes a person’s actual or perceived sex, as well as gender identity and expression).
- xiii. “*Discrimination*” means discrimination against any student by a student or students and/or employee or employees on school property or at a school function including, but not limited to discrimination based on a person’s actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.
- xiv. “*Emotional harm*” that takes place in the context of “harassment or bullying” means harm to a student’s emotional well-being through creation of a hostile school environment that is so severe or pervasive as to unreasonably and substantially interfere with a student’s education.
- xv. “*Violent student*” means a student under the age of 21 who:
 - 1. Commits an act of violence upon a school employee, or attempts to do so.
 - 2. Commits, while on school property or at a school function, an act of violence upon another student or any other person lawfully on school property or at the school function, or attempts to do so.
 - 3. Possesses, while on school property or at a school function, a weapon.
 - 4. Displays, while on school property or at a school function, what appears to be a weapon.
 - 5. Threatens, while on school property or at a school function, to use a weapon.
 - 6. Knowingly and intentionally damages or destroys the personal property of any school employee or any person lawfully on school property or at a school function.
 - 7. Knowingly and intentionally damages or destroys school District property.

III. Student Rights and Responsibilities

a. Rights

The District is committed to safeguarding the rights given to all students under state and federal law. In addition, to promote a safe, healthy, orderly and civil school environment, all District students have the right to:

- i. Take part in all District activities on an equal basis regardless of race, color, creed, national origin, religion, gender, sexual orientation, ethnic group, religious practice, sex, weight or disability.
- ii. Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty.
- iii. Access school rules and, when necessary, receive an explanation of those rules from school personnel.
- iv. To be protected from intimidation, harassment, or discrimination based on actual or perceived race, color, weight, national origin, ethnic group, religion, or religious practice, sex, gender/gender identity, sexual orientation, or disability, by employees or students on school property or at a school sponsored event, function or activity.

b. Responsibilities

All District students have the responsibility to:

- i. Contribute to maintaining a safe and orderly school environment that is conducive to learning and to show respect to other persons and to property.
- ii. Be familiar with and abide by all District policies, rules and regulations dealing with student conduct.
- iii. Attend school every day unless they are legally excused and be in class, on time, and prepared to learn.
- iv. Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible.
- v. React to direction given by teachers, administrators and other school personnel in a respectful, positive manner.
- vi. Work to develop mechanisms to control their anger.
- vii. Ask questions when they do not understand.
- viii. Seek help in solving problems that might lead to discipline.
- ix. Dress appropriately for school and school functions.
- x. Accept responsibility for their actions.
- xi. Conduct themselves as representatives of the District when participating in or attending school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor, and sportsmanship.
- xii. To respect one another and treat others fairly in accordance with the District Code of Conduct and the provisions of the Dignity for all Students Act. To conduct themselves in a manner that fosters an environment that is free from intimidation, harassment, bullying (cyber bullying) or discrimination. To report and encourage others, to report any incidents of intimidation, harassment or discrimination to Long Lake Central School Staff.

IV. Essential Partners

a. Parents

All parents are expected to:

- i. Recognize that the education of their child(ren) is a joint responsibility of the parents and the school community.
- ii. Send their children to school ready to participate and learn.

- iii. Ensure their children attend school regularly and on time.
- iv. Ensure absences are excused.
- v. Communicate with the attendance officer when their children are absent.
- vi. Insist their children be dressed and groomed in a manner consistent with the Student Dress Code.
- vii. Help their children understand that in a democratic society appropriate rules are required to maintain a safe, orderly environment.
- viii. Know school rules and help their children understand them.
- ix. Convey to their children a supportive attitude toward education and the District.
- x. Build positive relationships with teachers, other parents and their children's friends.
- xi. Work with the District to maintain open and respectful communication.
- xii. Help their children deal effectively with peer pressure.
- xiii. Inform school officials of changes in the home situation that may affect student conduct or performance.
- xiv. Provide a place for study and ensure homework assignments are completed.
- xv. Teach their children respect and dignity for themselves, and other students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, gender identity, or sex, which will strengthen the child's confidence and promote learning in accordance with the Dignity for All Students Act.

b. Teachers

All District teachers are expected to:

- i. Maintain a climate of mutual respect and dignity, which will strengthen students' self-concept and promote confidence to learn.
- ii. Be prepared to teach.
- iii. Demonstrate interest in teaching and concern for student achievement.
- iv. Know school policies and rules, and enforce them in a fair and consistent manner.
- v. Communicate to students and parents:
 - 1. Course objectives and requirements
 - 2. Marking/grading procedures
 - 3. Assignment deadlines
 - 4. Expectations for students
 - 5. Classroom discipline plan
- vi. Communicate regularly with students, parents and other teachers concerning growth and achievement.
- vii. Confront issues of discrimination and harassment in any situation that threatens the emotional health, physical health or safety of any students, school employee or any person who is lawfully on school property or at a school function.
- viii. Address personal biases that may prevent equal treatment of all students in the school or classroom setting.
- ix. Report incidents of discrimination and harassment that are witnessed or otherwise brought to a teacher's attention to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.

c. School Counselor

- i. Assist students in coping with peer pressure and emerging personal, social and emotional problems.

- ii. Initiate teacher/student/counselor conferences and parent/teacher/student/counselor conferences, as necessary, as a way to resolve problems.
- iii. Regularly review with students their educational progress and career plans.
- iv. Provide information to assist students with career planning.
- v. Encourage students to benefit from the curriculum and extracurricular programs.
- vi. Coordinate Intervention Support Services, as needed, with student, parent, building principal and teachers.
- vii. Maintain and encourage a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, or sex, with an understanding of appropriate appearance, language, and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.
- viii. Report incidents of discrimination and harassment that are witnessed or otherwise brought to the counselor's attention to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.

d. Expectations for Non-Instructional School Staff

- i. Follow the Code of Conduct; know, abide by and enforce school rules in a fair and consistent manner.
- ii. Set a good example for students and other staff by demonstrating dependability, integrity and other standards of ethical conduct.
- iii. Assist in promoting a safe, orderly and stimulating school environment.
- iv. Maintain confidentiality about all personal information and educational records concerning students and their families.
- v. Maintain and encourage a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability sexual orientation, gender/gender identity, or sex, with an understanding of appropriate appearance, language, and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.
- vi. Report incidents of discrimination and harassment that are witnessed or otherwise brought to a staff member's attention to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.

e. Administrator

- i. Promote a safe, orderly and stimulating school environment, supporting active teaching and learning.
- ii. Ensure that students and staff have the opportunity to communicate regularly with the principal and approach the principal for redress of grievances.
- iii. Evaluate on a regular basis all instructional programs. Support the development of and student participation in appropriate extracurricular activities.
- iv. Be responsible for enforcing the Code of Conduct and ensuring that all cases are resolved promptly and fairly.
- v. Review the policies of The Board of Education and state and federal laws relating to school operations and management.
- vi. Inform The Board about educational trends relating to student discipline.

- vii. Work to create instructional programs that minimize problems of misconduct and are sensitive to student and teacher needs.
- viii. Work on enforcing the Code of Conduct and ensuring that all cases are resolved promptly and fairly.
- ix. Maintain and encourage a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, or sex, with an understanding of appropriate appearance, language, and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.
- x. Follow up on any incidents of discrimination and harassment that are witnessed or otherwise brought to the principal's attention in a timely manner in collaboration with the Dignity Act Coordinator (DAC).

f. Board of Education

- i. Collaborate with students, teachers, administrator, and parent organizations, school safety personnel and other school personnel to develop a Code of Conduct that clearly defines expectations for the conduct of students, District personnel and visitors on school property and at school functions.
- ii. Adopt and review at least annually the District's Code of Conduct to evaluate the code's effectiveness and the fairness and consistency of its implementation.
- iii. Lead by example by conducting board meetings in a professional, respectful, courteous manner.
- iv. Appoint a Dignity Act Coordinator in each school building. The Dignity Act Coordinator will be thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, and sex. The Dignity Act Coordinator will be accessible to students and other staff members for consultation and advice as needed on the Dignity Act.

V. Student Dress Code

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other District personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance in the school setting.

A student's dress, grooming and appearance, including hair style/color, jewelry, make-up and nails, shall:

- a. Be safe, appropriate and not disrupt or interfere with the educational process.
- b. Recognize that extremely brief garments such as tube tops, net tops, halter tops, spaghetti straps, plunging necklines (front and/or back), low cut jeans, mid-riff shirts, muscle shirts, and see-through garments are not appropriate.
- c. Ensure that top and bottom undergarments are completely covered with outer clothing and no abdomen/stomach/back area is showing. Muscle shirts are considered undergarments.

- d. Include footwear at all times. Footwear that is a safety hazard will not be allowed. Footwear requirements for Technology classes, Science Labs and Physical Education classes will meet health and safety guidelines for those classes.
- e. Not include the wearing of hats in school during school hours except for a medical or religious purpose.
- f. Not include items that are vulgar, obscene, and libelous or denigrate others on account of race, color, religion, creed, national origin, gender, sexual orientation, ethnic group, religion, sex, weight or disability.
- g. Not promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities.
- h. Not include pierced earrings/jewelry during physical education classes and all sports activities.
- i. Not include articles of clothing deemed sleepwear/loungewear including pajamas, slippers, nightshirts, etc. unless approved for a designated school function.
- j. Not include wearing their coats during the school day unless room temperatures warrant it.
- k. Not include wearing of gang related articles of clothing.

Administration shall be responsible for informing all students and their parents of the Student Dress Code at the beginning of the school year and any revisions to the dress code made during the school year.

Students who violate the Student Dress Code shall be required to modify their appearance by covering or removing the offending item and, if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline, up to and including in-school suspension for the day. Any student who repeatedly fails to comply with the dress code shall be subject to further discipline, up to and including out of school suspension.

VI. Student Conduct

The Board expects all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, District personnel and other members of the school community, and for the care of school facilities and equipment.

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior, as well as the consequences of their misbehavior. District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline.

The Board recognizes the need to make its expectations for student conduct while on school property or engaged in a school function specific and clear. The rules of conduct listed below are intended to do that and focus on safety and respect for the rights and property of others. Students who will not accept responsibility for their own behavior and who violate these school rules will be required to accept the penalties for their conduct.

Students may be subject to disciplinary action, up to and including suspension from school, when they:

- a. **Engage in Conduct that is Disorderly. Examples of Disorderly Conduct Include:**

- i. Running in hallways.
- ii. Making unreasonable noise.
- iii. Verbal threats, using language or gestures that are profane, lewd, vulgar or abusive.
- iv. Obstructing vehicular or pedestrian traffic.
- v. Engaging in any willful act which disrupts the normal operation of the school community.
- vi. Trespassing. Students are not permitted in the school building without permission from the administrator in charge of the building.
- vii. Computer/electronic communications misuse, including any unauthorized use of cellphones, computers, software, or internet/intranet account; accessing inappropriate websites; or any other violation of the District's acceptable use policy.
- viii. Inappropriate touching, pushing, shoving, slapping, etc.
- ix. Unauthorized use of personal electronic devices/equipment (i.e., cell phones, MP3 devices, cameras, and other personal electronic devices deemed inappropriate by the administration).

b. Engage in Conduct that is Insubordinate. Examples of Insubordinate Conduct Include:

- i. Failing to comply with the reasonable directions of teachers, school administrators or other school employees in charge of students or otherwise demonstrating disrespect.
- ii. Lateness for, missing or leaving school without permission.
- iii. Skipping detention/AIS/MASSH.

c. Engage in Conduct that is Disruptive. Examples of Disruptive Conduct Include:

- i. Failing to comply with reasonable directions of teachers, school administrators or other school personnel in charge of students.
- ii. Endangering the health and safety of other students or staff or interfering with classes or District activities by means of inappropriate appearance or behavior as per the District Code of Conduct.

d. Engage in Conduct that is violent. Examples of violent conduct include:

- i. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon a student, teacher, administrator or any other person lawfully on school property or attempting to do so.
- ii. Possessing a weapon. Authorized law enforcement officials are the only persons permitted to have a weapon in their possession while on school property or at a school function.
- iii. Displaying what appears to be a weapon.
- iv. Threatening to use any weapon.
- v. Intentionally damaging or destroying the personal property of a student, teacher, administrator, other District employee or any person lawfully on school property, including graffiti or arson.
- vi. Intentionally damaging or destroying school District property.
- vii. Engaging in harassing conduct, verbal threats, intimidation, or abuse that reasonably causes or would reasonably be expected to cause a student to fear for his or her physical wellbeing.

- viii. Communication by any means, including oral, written or electronic (such as through the internet, email or texting) off school property, where the content of such communication can reasonably be interpreted as a threat to commit an act of violence on school property; or, results in material or substantial disruption to the educational environment.

e. Engage in Any Conduct that Endangers the Safety, Health, and Welfare of Others. Examples of Such Include:

- i. Lying to school personnel.
- ii. Stealing the property of other students, school personnel or any other person lawfully on school property or attending a school function.
- iii. Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them.
- iv. Discrimination, based on a person's actual or perceived race, age, sexual orientation, use of a recognized guide dog, hearing dog or service dog, color, creed, national origin, ethnic group, religion, religious practice, sex, sexual orientation, gender or gender identity, marital or veteran status, or disability as a basis for treating another in a negative manner on school property or at a school function.
- v. Harassment, the creation of a hostile environment by conduct or by verbal threats, intimidation or abuse that has or would have the effect or unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical wellbeing based on a person's actual or perceived race, color, weight, national origin, political affiliation, ethnic group, religion, religious practice, marital or veteran status, use of a recognized guide dog, hearing dog or service dog, disability, sexual orientation, gender or sex.
- vi. Bullying and intimidation, which includes engaging in actions or statements that put an individual in fear of bodily harm and/or emotional discomfort; for example, "play" fighting, extortion of money, overt teasing, etc.
- vii. Hazing, which includes any intentional or reckless act directed against another for the purpose of initiation into, affiliating with or maintaining membership in any school sponsored activity, organization, club or team.
- viii. Selling, using, distributing or possessing obscene material.
- ix. Using vulgar or abusive language, cursing or swearing.
- x. Smoking a cigarette, cigar, pipe or using chewing or smokeless tobacco.
- xi. Possessing, using, consuming, selling, attempting to sell, distributing or exchanging alcoholic beverages, tobacco, tobacco products or illegal and/or controlled substances, vaporizers, "vapes", associating vaping equipment and/ or products, counterfeit and designer drugs, or paraphernalia for use of such drugs or be under the influence of any such substances on school property or at a school function. "Illegal substances" include, but are not limited to, inhalants, marijuana, synthetic cannabinoids, cocaine, LSD, PCP, amphetamines, heroin, fentanyl, steroids, look-alike drugs, drug paraphernalia and any substances commonly referred to as "designer drugs."
- xii. Inappropriately using, sharing, selling, attempting to sell, distributing or exchanging prescription and over-the-counter drugs.
- xiii. Gambling or gaming.

- xiv. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner or inappropriate touching.
- xv. Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.
- xvi. Spitting or the use of other bodily fluids to taunt, insult, or otherwise denigrate another student, staff member or school related personnel is strictly forbidden.
- xvii. Sexual harassment, which includes unwelcome sexual advances, requests for sexual favors, taking, sending or receiving sexually explicit videos, pictures or auditory recordings and other verbal or physical conduct or communication of a sexual nature.
- xviii. Displaying signs of gang affiliation or engaging in gang-related behaviors that are observed to increase the level of conflict or violent behavior.
- xix. Possessing, consuming, selling, attempting to sell, distributing, or exchanging “look-alike drugs”; or, possessing or consuming (without authorization), selling, attempting to sell, distributing or exchanging other substances such as dietary supplements, weight loss pills, etc.
- xx. Violating gender privacy when using school restroom facilities.

f. Engage in Misconduct While on a School Bus.

It is crucial for students to behave appropriately while riding on District buses to ensure their safety and that of other passengers and to avoid distracting the bus driver. Students are required to conduct themselves on the bus in a manner consistent with established standards for classroom behavior. Excessive noise, pushing, shoving and fighting will not be tolerated. Remain seated while the bus is in motion.

g. Engage in Any Form of Academic Misconduct. Examples of Academic Misconduct Include:

- i. Plagiarism
- ii. Cheating
- iii. Copying
- iv. Altering records
- v. Assisting another student in any of the above actions. Accessing other users email accounts or network storage accounts and/or attempting to read, delete, copy, modify, and interfere with the transferring and receiving of electronic communications.
- vi. Violation of the District Acceptable Use Policy for technology.

h. Engage in Bullying – Peer Abuse in the Schools.

The Board is committed to providing a safe and productive learning environment within its schools. Bullying of a student by another student is strictly prohibited on school property, in school buildings, on school buses, and at school sponsored events and/or activities whether occurring on or off campus. The Board shall require the prohibition of bullying – along with the range of possible intervention activities and/or sanctions for such misconduct – to be included in the District Code of Conduct for all grade levels.

For purposes of this policy, the term “bullying” among children is defined, in general, as: “a variety of negative acts carried out repeatedly over time. It involves a real or perceived imbalance of power, with a more powerful child or group attacking those who are less

powerful.” Bullying can take three forms:

- i. Physical (including, but not limited to, hitting, kicking, spitting, pushing, taking personal belongings);
- ii. Verbal (including, but not limited to, taunting, malicious teasing, name calling, making threats); and
- iii. Psychological (including, but not limited to, spreading rumors; manipulating social relationships; or engaging in social exclusion, extortion, or intimidation).

The District also prohibits “Internet bullying” (also referred to as “cyberbullying”) including the use of instant messaging, e-mail, web sites, apps, chat rooms, and text messaging when such use interferes with the operation of the school; or infringes upon the general health, safety and welfare of District students or employees.

However, it is important to note that a single negative act as enumerated above may also constitute “bullying” (if not more serious misconduct) based upon the particular circumstances such as the seriousness of the act and/or the intent of the actor.

Any student who believes that he/she is being subjected to bullying behavior, as well as any other person who has knowledge of or witnesses any possible occurrence of bullying, shall report the bullying to any staff member or the administrator. The staff member/administrator to whom the report is made (or the staff member/administrator who witnesses bullying behavior) shall investigate the complaint and take appropriate action to include, as necessary, referral to the next level of supervisory authority and/or other official designated by the District to investigate allegations of bullying. Investigation of allegations of bullying shall follow the procedures utilized for complaints of harassment within the District. Allegations of bullying shall be promptly investigated and will be treated as confidential and private to the extent possible within legal constraints.

The Board prohibits any retaliatory behavior directed against complainants, victims, witnesses, and/or any other individuals who participate in the investigation of allegations of bullying. Follow-up inquiries and/or appropriate monitoring of the alleged bully and victim shall be made to ensure that bullying behavior has not resumed and that all those involved in the investigation of allegations of bullying have not suffered retaliation.

Personnel at all levels are responsible for taking corrective action to prevent bullying behavior of which they have been made aware at school District sites or activities and/or reporting such behavior to their immediate supervisor. Staff training will be provided to raise awareness of the problem of bullying within the schools and to facilitate staff identification of and response to such bullying behavior among students.

Prevention and intervention techniques within the District to prevent bullying behavior and to support and protect victims shall include building-level and classroom- level strategies and activities as determined by administration. Individual intervention will be provided by appropriate staff members to bullies, victims and their parents to help ensure that the bullying stops.

Rules against bullying shall be publicized District-wide and shall be disseminated as appropriate to staff, students and parents. Disciplinary sanctions for violation of this policy shall be outlined in the District Code of Conduct as enumerated above and may also be incorporated in employee and student handbooks (See Policy #7552).

VII. Reporting Violence

All students are expected to promptly report violations of the Code of Conduct to a teacher, school counselor or the administrator. Any student observing a student possessing a weapon, alcohol or illegal substance on school property or at a school function shall report this information immediately to a teacher or the administrator.

All District staff whom are authorized to impose disciplinary sanctions are expected to do so in a prompt, fair and lawful manner. District staff who are not authorized to impose disciplinary sanctions are expected to promptly report violations of the Code of Conduct to their supervisor who shall in turn impose an appropriate disciplinary sanction, if so authorized, or refer the matter to a staff member who is authorized to impose an appropriate sanction.

The Board annually appoints a Dignity Act Coordinator and Civil Rights Compliance Officers (Title IX).

Any weapon, alcohol or illegal substance found shall be confiscated immediately, if possible, followed by notification to the parent of the student involved and the appropriate disciplinary sanction if warranted, which may include permanent suspension and referral for prosecution.

The administrator must notify the appropriate local law enforcement agency of those code violations that constitute a crime and substantially affect the order or security of a school as soon as practical, but in no event later than the close of business the day the administrator learns of the violation. The notification may be made by telephone, followed by a letter mailed on same day as the telephone call is made. The notification must identify the student and explain the conduct that violated the Code of Conduct and constituted a crime.

VIII. Discipline Penalties, Procedures, and Referrals

Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that students view as fair and impartial. School personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline.

Disciplinary action, when necessary, will be firm, fair and consistent so as to be the most effective in changing student behavior. In determining the appropriate disciplinary action, school personnel authorized to impose disciplinary penalties will consider the following:

- The student's age.
- The nature of the offense and the circumstances which led to the offense.
- The student's prior disciplinary record.
- The effectiveness of other forms of discipline.
- Information from parents, teachers and/or others, as appropriate.
- Other extenuating circumstances.

a. **Penalties**

Students who are found to have violated the District's Code of Conduct may be subject to the following penalties, either alone or in combination. The school personnel identified after each penalty are authorized to impose that penalty, consistent with the student's right to due process.

- i. Oral warning - any member of the District staff
- ii. Written notification to student and parent - bus driver, hall and lunch monitors, coaches, school counselors, teachers, administrator
- iii. Detention – lead teachers, administrator
- iv. Suspension from transportation - Director of Transportation, administrator (Notify CSE Chairperson if student is classified)
- v. Suspension from athletic participation - coaches, athletic coordinator, administrator
- vi. Suspension from social or extracurricular activities - activity director, administrator
- vii. Suspension of other privileges - administrator
- viii. In-school suspension - administrator
- ix. Removal from classroom by teacher - teachers, administrator
- x. Short term (five days or less) suspension from school- administrator, Board of Education.
- xi. Long term (more than five days) suspension from school- administrator, Board of Education
- xii. Permanent suspension from school- administrator, Board of Education

b. **Procedures**

The amount of due process a student is entitled to receive before a penalty is imposed depends on the penalty being imposed. In all cases, regardless of the penalty imposed, the school personnel authorized to impose the penalty must inform the student of the alleged misconduct and must investigate, to the extent necessary, the facts surrounding the alleged misconduct. All students will have an opportunity to present their version of the facts to the school personnel imposing the disciplinary penalty in connection with the imposition of the penalty.

Students who are to be given penalties other than an oral warning, written warning with written notification to the student and their parents are entitled to additional rights before the penalty is imposed. These additional rights are explained below:

i. **Detention**

Teachers and the administrator may use after school detention as a penalty for student misconduct in situations where removal from the classroom or suspension would be inappropriate. Detention will be imposed as a penalty only after the student's parent has been notified, or a reasonable attempt to notify the parents has been made, and the student has appropriate transportation home following detention.

ii. **Suspension/Removal**

1. **Suspension from Athletic Participation, Extracurricular Activities, and Other Privileges.** A student subjected to a suspension from athletic participation, extracurricular activities or other privileges is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the

student's parent will be provided with a reasonable opportunity for an informal conference with the District official imposing the suspension to discuss the conduct and the penalty involved.

2. **In-school suspension.** The Board recognizes the school must balance the need of students to attend school and the need for order in the classroom to establish an environment conducive to learning. As such, The Board authorizes the administrator to place students who would otherwise be suspended from school as the result of a Code of Conduct violation in "in-school suspension." The in-school suspension teacher will be a certified teacher, if possible. A student subjected to an in-school suspension is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student's parent will be provided with a reasonable opportunity for an informal conference with the District official imposing the in-school suspension to discuss the conduct and the penalty involved.
3. **Teacher disciplinary removal of disruptive students.** A student's behavior can affect a teacher's ability to teach and can make it difficult for other students in the classroom to learn. In most instances the classroom teacher can control a student's behavior and maintain or restore control over the classroom by using good classroom management techniques. These techniques may include practices that involve the teacher directing a student to briefly leave the classroom to give the student an opportunity to regain his or her composure and self-control in an alternative setting. Such practices may include, but are not limited to: (1) short-term "time out" in an elementary classroom or in an administrator's office; (2) sending a student into the hallway briefly; (3) sending a student to the administrator's office for the remainder of the class time only; (4) sending a student to a school counselor or other District staff member for counseling. Time-honored classroom management techniques such as these do not constitute disciplinary removals for purposes of this code.

On occasion, a student's behavior may become disruptive. For purposes of this Code of Conduct, a disruptive student is a student who is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom. A substantial disruption of the educational process or substantial interference with a teacher's authority occurs when a student demonstrates a persistent unwillingness to comply with the teacher's instructions or repeatedly violates the teacher's classroom behavior rules.

A classroom teacher may remove a disruptive student from class for up to two days. The removal from class applies to the class of the removing teacher only.

If the disruptive student does not pose a danger or ongoing threat of disruption to the academic process, the teacher must provide the student with an explanation for why he or she is being removed and an opportunity

to explain his or her version of the relevant events before the student is removed. Only after the informal discussion may a teacher remove a student from class. If the student poses a danger or ongoing threat of disruption, the teacher may order the student to be removed immediately. The teacher must, however, explain to the student why he or she was removed from the classroom and give the student a chance to present his or her version of the relevant events within 24-hours.

The teacher must complete a District-established disciplinary referral form and meet with the administrator as soon as possible, but no later than the end of the school day, to explain the circumstances of the removal and to present the referral form. If the administrator is not available by the end of the same school day, the teacher must leave the form with the secretary and meet with the administrator prior to the beginning of classes on the next school day.

Within 24-hours after the student's removal, the administrator must notify the student's parents, in writing, that the student has been removed from class and why. The notice must also inform the parent that he or she has the right, upon request, to meet informally with the administrator to discuss the reasons for the removal.

The written notice must be provided by personal delivery, express mail delivery, or some other means that is reasonably calculated to assure receipt of the notice within 24 hours of the student's removal at the last known address for the parents. Where possible, notice should also be provided by telephone if the school has been provided with a telephone number(s) for the purpose of contacting parents. The administrator may require the teacher who ordered the removal to attend the informal conference. If at the informal meeting the student denies the charges, the administrator must explain why the student was removed and give the student and the student's parents a chance to present the student's version of the relevant events. The informal meeting must be held within 48 hours of the student's removal. The timing of the informal meeting may be extended by mutual agreement of the parent and administrator.

The administrator may overturn the removal of the student from class if the superintendent finds any one of the following:

- a. The charges against the student are not supported by substantial evidence.
- b. The student's removal is otherwise in violation of law, including the District's Code of Conduct
- c. The conduct warrants suspension from school pursuant to Education Law §3214 and a suspension will be imposed.

The administrator may overturn a removal at any point between receiving the referral form issued by the teacher and the close of business on the day following the 48-hour period for the informal conference, if a conference is

requested. No student removed from the classroom by the classroom teacher will be permitted to return to the classroom until the administrator makes a final determination, or the period of removal expires, whichever is less.

Any disruptive student removed from the classroom by the classroom teacher shall be offered continual educational programming and activities until he or she is permitted to return to the classroom.

Each teacher must keep a complete log (on a District provided form) for all cases of removal of students from his or her class. The administrator must keep a log of all removals of students from class.

Removal of a student with a disability, under certain circumstances, may constitute a change in the student's placement. Accordingly, no teacher may remove a student with a disability from his or her class until he or she has verified with the administrator or the chairperson of the Committee on Special Education that the removal will not violate the student's rights under state or federal law or regulation

4. Suspension from school

Suspension from school is a severe penalty, which may be imposed only upon students who are insubordinate, disorderly, violent or disruptive, or whose conduct otherwise endangers the safety, morals, health or welfare of others.

The Board retains its authority to suspend students, but places primary responsibility for the suspension of students with the administrator.

Any staff member may recommend to the administrator that a student be suspended. All staff members must immediately report and refer a violent student to the administrator for a violation of the Code of Conduct. All recommendations and referrals will be made in writing unless the conditions underlying the recommendation or referral warrant immediate attention. In such cases a written report is to be prepared as soon as possible by the staff member recommending the suspension.

The administrator, upon receiving a recommendation or referral for suspension, or when processing a case for suspension, will gather the facts relevant to the matter and record them for subsequent presentation, if necessary.

- a. **Short-term (5 days or less) Suspension from School.** When the administrator (referred to as the "suspending authority") proposes to suspend a student charged with misconduct for five days or less pursuant to Education Law §3214(3), the suspending authority must immediately notify the student orally. If the student denies the misconduct, the suspending authority must provide an explanation of the basis for the proposed suspension. The suspending authority

must also notify the student's parents in writing that the student may be suspended from school. The written notice must be provided by personal delivery, express mail delivery, or some other means that is reasonably calculated to assure receipt of the notice within 24 hours of the decision to propose suspension at the last known address for the parents. Where possible, notice should also be provided by telephone if the school has been provided with a telephone number(s) for the purpose of contacting the parents.

The notice shall provide a description of the charges against the student and the incident for which suspension is proposed and shall inform the parents of the right to request an immediate informal conference with the administrator. Both the notice and informal conference shall be in the dominant language or mode of communication used by the parents. At the conference, the parents shall be permitted to ask questions of complaining witnesses under such procedures as the administrator may establish.

The notice and opportunity for an informal conference shall take place before the student is suspended unless the student's presence in school poses a continuing danger to persons or property or an ongoing threat of disruption to the academic process. If the student's presence does pose such a danger or threat of disruption, the notice and opportunity for an informal conference shall take place as soon after the suspension as is reasonably practicable.

After the conference, the administrator shall promptly advise the parents in writing of his or her decision. The administrator shall advise the parents that if they are not satisfied with the decision and wish to pursue the matter, they must file a written appeal to the administrator within five business days, unless they can show extraordinary circumstances precluding them from doing so. The administrator shall issue a written decision regarding the appeal within 10 business days of receiving the appeal. If the parents are not satisfied with the administrator's decision, they must file a written appeal to The Board with the District clerk within 10 business days of the date of the administrator's decision, unless they can show extraordinary circumstances precluding them from doing so. Only final decisions of The Board may be appealed to the Commissioner within 30 days of the decision.

b. Long-term (more than 5 days) Suspension from School

When the administrator determines that a suspension for more than five days may be warranted, he or she shall give reasonable notice to the student and the student's parents of their right to a fair hearing. At the hearing the student shall have the right to be represented by counsel, the right to question witnesses against him or her and the right to present witnesses and other evidence on his or her behalf.

The administrator shall personally hear and determine the proceeding or may, at his or her discretion, designate a hearing officer to conduct the hearing. The hearing officer shall be authorized to administer oaths and to issue subpoenas in conjunction with the proceeding before him or her. A record of the hearing shall be maintained, but no stenographic transcript shall be required. A tape recording shall be deemed a satisfactory record. The hearing officer shall make findings of fact and recommendations as to the appropriate measure of discipline to the administrator. The report of the hearing officer shall be advisory only, and the administrator may accept all or any part thereof.

An appeal of the decision of the superintendent may be made to the Board that will make its decision based solely upon the record before it. All appeals to the Board must be in writing and submitted to the District Clerk within 10 business days of the date of the superintendent's decision, unless the parents can show that extraordinary circumstances precluded them from doing so. The Board may adopt in whole or part the decision of the superintendent. Final decisions of the Board may be appealed to the Commissioner within 30 business days of the decision.

c. **Permanent Suspension.** Permanent suspension is reserved for extraordinary circumstances such as where a student's conduct poses a life-threatening danger to the safety and well-being of other students, school personnel or any other person lawfully on school property or attending a school function.

d. **Minimum Periods of Suspension**

i. Students who bring a weapon to school.

Any student, other than a student with a disability, found guilty of bringing a weapon onto school property may be subject to suspension from school for at least one calendar year. Before being suspended, the student will have an opportunity for a hearing pursuant to Education Law §3214. The administrator has the authority to modify the one-year suspension on a case-by-case basis. In deciding whether to modify the penalty, the administrator may consider the following:

1. The student's age.
2. The student's grade in school.
3. The student's prior disciplinary record.
4. The superintendent's belief that other forms of discipline may be more effective.
5. Input from parents, teachers and/or others.
6. Other extenuating circumstances.
7. A student with a disability may be suspended only in accordance with the requirements of state and federal law.

- ii. Students who commit violent acts other than bringing a weapon to school.

Any student, other than a student with a disability, who is found to have committed a violent act, other than bringing a weapon onto school property, may be subject to suspension from school for at least five days. If the proposed penalty is the minimum five-day suspension, the student and the student's parents will be given the same notice and opportunity for an informal conference given to all students subject to a short-term suspension. If the proposed penalty exceeds the minimum five-day suspension, the student and the student's parents will be given the same notice and opportunity for a hearing given to all students subject to a long-term suspension. The administrator has the authority to modify the minimum five-day suspension on a case-by-case basis. In deciding whether to modify the penalty, the administrator may consider the same factors considered in modifying a one-year suspension for possessing a weapon.

- iii. Students who are repeatedly substantially disruptive of the educational process or repeatedly substantially interfere with the teacher's authority over the classroom.

Any student, other than a student with a disability, who repeatedly is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom may be suspended from school for at least five days. For purposes of this Code of Conduct, "repeatedly is substantially disruptive" means engaging in conduct that results in the student being removed from the classroom by teacher(s) pursuant to Education Law §3214(3-a) and this code on four or more occasions during a semester, or three or more occasions during a trimester. If the proposed penalty is the minimum five-day suspension, the student and the student's parents will be given the same notice and opportunity for an informal conference given to all students subject to a short-term suspension. If the proposed penalty exceeds the minimum five-day suspension, the student and the student's parents will be given the same notice and opportunity for a hearing given to all students subject to a long-term suspension. The administrator has the authority to modify the minimum five-day suspension on a case-by-case basis. In deciding whether to modify the penalty, the administrator may consider the same factors considered in modifying a one-year suspension for possessing a weapon.

- e. **Suspension from Transportation.** If a student does not conduct himself/herself properly on a bus, the bus driver is expected to bring such misconduct to the superintendent's attention. Students who become a serious disciplinary problem may have their riding privileges suspended by the administrator. In such cases, the student's parent will become responsible for seeing that his or her child gets to and from school safely. Should the suspension from

transportation amount to a suspension from attendance, the District will make appropriate arrangements to provide for the student's education.

A student subjected to a suspension from transportation is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student's parent will be provided with a reasonable opportunity for an informal conference with the administrator to discuss the conduct and the penalty involved.

c. Referrals

- i. **Counseling:** The Guidance Office shall handle all referrals of students to counseling.
- ii. **PINS Petitions:** The District may file a PINS (person in need of supervision) petition in Family Court on any student under the age of 18 who demonstrates that he or she requires supervision and treatment by:
 1. Being habitually truant and not attending school as required by part one of Article 65 of the Education Law.
 2. Engaging in an ongoing or continual course of conduct which makes the student ungovernable, or habitually disobedient and beyond the lawful control of the school.
 3. Knowingly and unlawfully possesses an illegal substance in violation of Penal Law §221.05. A single violation of §221.05 will be a sufficient basis for filing a PIN petition.
- iii. **Juvenile Delinquents or Juvenile Offenders:** The administrator is required to refer the following students to the County Attorney for a juvenile delinquency proceeding before the Family Court:
 1. Any student under the age of 16 who is found to have brought a weapon to school, or;
 2. Any student 14 or 15 years old who qualifies for juvenile offender status under the criminal procedure law §1.20(42).

The administrator is required to refer students age 16 and older or any student 14 or 15 years old who qualifies for juvenile offender status to the appropriate law enforcement authorities.

IX. Alternative Instruction

When a student of any age is removed from class by a teacher or a student of compulsory attendance age is suspended from school pursuant to Education Law §3214, the District will take immediate steps to provide alternative means of instruction for the student.

X. Discipline of Students with Disabilities

The Board recognizes that it may be necessary to suspend, remove or otherwise discipline students with disabilities to address disruptive or problem behavior. The Board also recognizes that students with disabilities enjoy certain procedural protections whenever school authorities intend to impose discipline upon them. The Board is committed to ensuring that the procedures followed for suspending, removing or otherwise disciplining students with disabilities are consistent with the procedural safeguards required by applicable laws and regulations.

This Code of Conduct affords students with disabilities subject to disciplinary action no greater or lesser rights than those expressly afforded by applicable federal and state law and regulations.

a. Authorized Suspensions or Removals of Students with Disabilities

i. For Purposes of this Section of the Code of Conduct, the Following Definitions Apply:

1. A "suspension" means a suspension pursuant to Education Law §3214.
2. A "removal" means a removal for disciplinary reasons from the student's current educational placement other than a suspension and change in placement to an interim alternative educational setting (IAES) ordered by an impartial hearing officer because the student poses risk of harm to him/herself or others.
3. An "IAES" means a temporary educational placement for a period of up to 45 days, other than the student's current placement at the time the behavior precipitating the IAES placement occurred, that enables the student to continue to progress in the general curriculum, although in another setting, to continue to receive those services and modifications, including those described on the student's current Individualized Education Program (IEP), that will enable the student to meet the goals set out in such IEP, and include services and modifications to address the behavior which precipitated the IAES placement that are designed to prevent the behavior from recurring.

b. School Personnel may Order the Suspension or Removal of a Student with a Disability from His Or Her Current Educational Placement as Follows:

- i. The Board, the District BOCES Superintendent of Schools or Administrator may order the placement of a student with a disability into an IAES, another setting or suspension for a period not to exceed five consecutive school days and not to exceed the amount of time a non-disabled student would be subject to suspension for the same behavior.
- ii. The administrator may order the placement of a student with a disability into an IAES, another setting or suspension for up to 10 consecutive school days, inclusive of any period in which the student has been suspended or removed under subparagraph (a) above for the same behavior, if the administrator determines that the student has engaged in behavior that warrants a suspension and the suspension or removal does not exceed the amount of time non-disabled students would be subject to suspension for the same behavior.
- iii. The administrator may order additional suspensions of not more than 10 consecutive school days in the same school year for separate incidents of misconduct, as long as those removals do not constitute a change of placement.
- iv. The administrator may order the placement of a student with a disability in an IAES to be determined by the Committee on Special Education (CSE), for the same amount of time that a student without a disability would be subject to discipline, but not more than 45 days, if the student carries or possesses a weapon to school or to a school function, or the student knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school or a school function.

- I. "Weapon" means the same as "dangerous weapon" under 18 U.S.C. §930(g)(w) which includes "a weapon, device, instrument, material or substance,

animate or inanimate, that is used for, or is readily capable of causing death or serious bodily injury.

2. "Controlled substance" means a drug or other substance identified in 27 certain provisions of the federal Controlled Substances Act specified in both federal and state law and regulations applicable to this policy.
3. "Illegal drugs" means a controlled substance except for those legally possessed or used under the supervision of a school health care provider or that is legally possessed or used under any other authority under the Controlled Substances Act or any other federal law.

- v. Subject to specified conditions required by both federal and state law and regulations, an impartial hearing officer may order the placement of a student with a disability in an IAES setting for up to 45 days at a time, if maintaining the student in his or her current educational placement poses a risk of harm to the student or others.

c. Change of Placement Rule

- i. A disciplinary change in placement means a suspension or removal from a student's current educational placement that is either:
 1. for more than 10 consecutive school days; or
 2. for a period of 10 consecutive school days or less if the student is subjected to a series of suspensions or removals that constitute a pattern because they cumulate to more than 10 school days in a school year and because of such factors as the length of each suspension or removal, the total amount of time the student is removed and the proximity of the suspensions or removals to one another.
- ii. School personnel may not suspend or remove a student with disabilities if imposition of the suspension or removal would result in a disciplinary change in placement based on a pattern of suspension or removal. However, the District may impose a suspension or removal, which would otherwise result in a disciplinary change in placement, based on a pattern of suspensions or removals if the CSE has determined that the behavior was not a manifestation of the student's disability, or the student is placed in an IAES for behavior involving weapons, illegal drugs or controlled substances.

d. Special Rules Regarding the Suspension or Removal of Students with Disabilities

- i. The District's Committee on Special Education will:
 1. Conduct functional behavioral assessments to determine why a student engages in a particular behavior, and develop or review behavioral interventions plans whenever the District is first suspending or removing a student with a disability for more than 10 school days in a school year or imposing a suspension or removal that constitutes a disciplinary change in placement, including a change in placement to an IAES for misconduct involving weapons, illegal drugs or 28 controlled substances.

If subsequently, a student with a disability who has a behavioral intervention plan and who has been suspended or removed from his or her current educational placement for more than 10 school days in a school year is subjected to a suspension or removal that does not constitute a disciplinary change in placement, the members of the CSE shall review the behavioral intervention plan and its implementation to determine if modifications are necessary. If one or more members of the CSE believe that modifications are needed, the school District shall convene a meeting of the CSE to modify such plan and its implementation, to the extent the committee determines necessary.

2. Conduct a manifestation determination review of the relationship between the student's disability and the behavior subject to disciplinary action whenever a decision is made to place a student in an IAES either for misconduct involving weapons, illegal drugs or controlled substances or because maintaining the student in his current educational setting poses a risk of harm to the student or others; or a decision is made to impose a suspension that constitutes a disciplinary change in placement.
- ii. The parents of a student who is facing disciplinary action, but who has not been determined to be eligible for services under IDEA and Article 89 at the time of misconduct, will have the right to invoke applicable procedural safeguards set forth in federal and state law and regulations if, in accordance with federal and state statutory and regulatory criteria, the District is deemed to have had knowledge that their child was a student with a disability before the behavior precipitating disciplinary action occurred. If the District is deemed to have had such knowledge, the student will be considered a student presumed to have a disability for discipline purposes.
1. The administrator or other school official imposing a suspension or removal shall be responsible for determining whether the student is a student presumed to have a disability.
 2. A student will not be considered a student presumed to have a disability for discipline purposes if, upon receipt of information supporting a claim that the District had knowledge the student was a student with a disability, the District either:
 - a. Conducted an individual evaluation and determined that the student is not a student with a disability or;
 - b. Determined that an evaluation was not necessary and provided notice to the parents of such determination, in the manner required by applicable law and regulations.

If there is no basis for knowledge that the student is a student with a disability prior to taking disciplinary measures against the student, the student may be subjected to the same disciplinary measures as any other non-disabled student who engaged in 29 comparable behaviors.

However, if a request for an individual evaluation is made while such non-disabled student is subjected to a disciplinary removal, an expedited

evaluation shall be conducted and completed in the manner prescribed by applicable federal and state law and regulations. Until the expedited evaluation is completed, the non-disabled student who is not a student presumed to have a disability for discipline purposes shall remain in the educational placement determined by the District, which can include suspension.

3. The District shall provide parents with notice of disciplinary removal no later than the date on which a decision is made to change the placement of a student with a disability to an IAES for either misconduct involving weapons, illegal drugs or controlled substances or because maintaining the student in his/her current educational setting poses a risk of harm to the student or others; or a decision is made to impose a suspension or removal that constitutes a disciplinary change in placement. The procedural safeguards notice prescribed by the Commissioner shall accompany the notice of disciplinary removal.
4. The parents of a student with disabilities subject to a suspension of five consecutive school days or less shall be provided with the same opportunity for an informal conference available to parents of non-disabled students under the Education Law.
5. Administrator hearings on disciplinary charges against students with disabilities subject to a suspension of more than five school days shall be divided into a guilt phase and a penalty phase in accordance with the procedures set forth in the Commissioner's regulations incorporated into the code.
6. The removal of a student with disabilities other than a suspension or placement in an IAES shall be conducted in accordance with the due process procedures applicable to such removals of non-disabled students, except that the school personnel may not impose such removal for more than 10 consecutive days or for a period that would result in a disciplinary change in placement, unless the CSE has determined that the behavior is not a manifestation of the student's disability.
7. During any period of suspension or removal, including placement in an IAES, students with disabilities shall be provided services as required by the Commissioner's regulations incorporated into this code.

e. Expedited Due Process Hearing

- i. An expedited due process hearing shall be conducted in the manner specified by the Commissioner's regulations incorporated into this code, if:
 1. The District requests such a hearing to obtain an order of an impartial hearing officer placing a student with a disability in an IAES where school personnel maintain that it is dangerous for the student to be in his or her current educational placement, or during the pendency of due process hearings where school personnel maintain that it is dangerous for the student to be in his or her current educational placement during such proceedings.

2. The parent requests such a hearing from a determination that the student's behavior was not a manifestation of the student's disability, or relating to any decision regarding placement, including but not limited to any decision to place the student in an IAES.
 - a. During the pendency of an expedited due process hearing or appeal regarding the placement of a student in an IAES for behavior involving weapons, illegal drugs or controlled substances, or on grounds of dangerousness, or regarding a determination that the behavior is not a manifestation of the student's disability for a student who has been placed in an IAES, the student shall remain in the IAES pending the decision of the impartial hearing officer or until expiration of the IAES placement, whichever occurs first, unless the parents and the District agree otherwise.
 - b. If school personnel propose to change the student's placement after expiration of an IAES placement, during the pendency of any proceeding to challenge the proposed change in placement, the student shall remain in the placement prior to removal to the IAES, except where the student is again placed in an IAES.
 - c. An expedited due process hearing shall be completed within 15 business days of receipt of the request for a hearing. Although the impartial hearing officer may grant specific extensions of such time period, he or she must mail a written decision to the District and the parents within five business days after the last hearing date, and in no event later than 45 calendar days after receipt of the request for a hearing, without exceptions or extensions.

f. Referral to Law Enforcement and Judicial Authorities

In accordance with the provisions of IDEA and its implementing regulations:

- i. The District may report a crime committed by a child with a disability to appropriate authorities and such action will not constitute a change of the student's placement.
- ii. The administrator shall ensure that copies of the Special Education and disciplinary records of a student with disabilities are transmitted for consideration to the appropriate authorities to whom a crime is reported.

XI. Corporal Punishment

Corporal Punishment is any act of physical force upon a student for the purpose of punishing that student. Corporal punishment of any student by any District employee is strictly forbidden.

However, in situations where alternative procedures and methods that do not involve the use of physical force cannot reasonably be used, reasonable physical force may be used to:

- a. Protect oneself, another student, teacher or any person from physical injury.
- b. Protect the property of the school or others.
- c. Restrain or remove a student whose behavior interferes with the orderly exercise and performance of school District functions, powers and duties, if that student has refused to refrain from further disruptive acts.

The District will file all complaints about the use of corporal punishment with the Commissioner of Education in accordance with Commissioner's regulations

XII. Student Searches and Interrogations

The Board is committed to ensuring an atmosphere on school property and at school functions that is safe and orderly. To achieve this kind of environment, any school official authorized to impose a disciplinary penalty on a student may question a student about an alleged violation of law or the District Code of Conduct. Students are not entitled to any sort of "Miranda"-type warning before being questioned by school officials, nor are school officials required to contact a student's parent before questioning the student. However, school officials will tell all students why they are being questioned.

In addition, the Board authorizes the administrator, the school health care provider and District security officials to conduct searches of students and their belongings, including motor vehicles on school property, if the authorized school official has reasonable suspicions to believe that the search will result in evidence that the student violated the law or the District Code of Conduct.

An authorized school official may conduct a search of a student's belongings that is minimally intrusive, such as touching the outside of a book bag, without reasonable suspicion, so long as the school official has a legitimate reason for the very limited search.

An authorized school official may search a student or the student's belongings based upon information received from a reliable informant. Individuals, other than the District employees, will be considered reliable informants if they have previously supplied information that was accurate and verified, or they make an admission against their own interest, or they provide the same information that is received independently from other sources, or they appear to be credible and the information they are communicating relates to an immediate threat to safety. District employees will be considered reliable informants unless they are known to have previously supplied information that they knew was not accurate.

Before searching a student or the student's belongings, the authorized school official should attempt to get the student to admit that he or she possesses physical evidence that they violated the law or the District Code, or get the student to voluntarily consent to the search. Searches will be limited to the extent necessary to locate the evidence sought. Whenever practicable, searches will be conducted in the privacy of administrative offices and students will be present when their possessions are being searched.

a. Student Lockers, Desks, and Other School Storage Places

The rules in this code of conduct regarding searches of students and their belongings do not apply to student lockers, desks and other school storage places. Students have no reasonable expectation of privacy with respect to these places and school officials retain complete control over them. This means that student lockers, desks and other school storage places may be subject to search at any time by school officials, without prior notice to students and without their consent.

b. Strip Searches

A strip search is a search that requires a student to remove any or all of his or her clothing, other than an outer coat or jacket. If an authorized school official believes it is necessary to conduct a strip search of a student, the school official may do so only if the

search is authorized in advance by the Superintendent or the school attorney. The only exception to this rule requiring advanced authorization is when the school official believes there is an emergency situation that could threaten the safety of the students or others.

Strip searches may only be conducted by an authorized school official of the same sex as the student being searched and in the presence of another District professional employee who is also of the same sex as the student.

In every case, the school official conducting a strip search must have probable cause - not simply reasonable cause - to believe the student is concealing evidence of a violation of law or the District Code. In addition, before conducting a strip search, the school official must consider the nature of the alleged violation, the student's age, the student's record and the need for such a search. School officials will attempt to notify the student's parent by telephone before conducting a strip search, or in writing after the fact if the parent could not be reached by telephone

c. Documents of Searches

The authorized school official conducting the search shall be responsible for promptly recording the following information about the search:

- i. Name, age and grade of student searched.
- ii. Reasons for the search.
- iii. Name of any informant(s).
- iv. Purpose of search (that is, what item(s) were being sought).
- v. Type and scope of search.
- vi. Person conducting search and his or her title and position.
- vii. Witnesses, if any, to the search.
- viii. Time and location of search.
- ix. Results of search (that is, what item(s) were found).
- x. Disposition of items found.
- xi. Time, manner and results of parental notification. The administrator shall be responsible for the custody, control and disposition of any illegal or dangerous item taken from a student.

The administrator will clearly label each item taken from the student and retain control of the item(s), until the items are turned over to the police. The administrator shall be responsible for personally delivering dangerous or illegal items to police authorities.

d. Police Involvement in Searches and Interrogations of Students

District officials are committed to cooperating with police officials and other law enforcement authorities to maintain a safe school environment. Police officials, however, have limited authority to interview or search students in schools or at school functions, or to use school facilities in connection with police work. Police officials may enter school property or a school function to question or search a student or to conduct a formal investigation involving students only if they have:

- i. A search or an arrest warrant; or
- ii. Probable cause to believe a crime has been committed on school property or at a school function; or

- iii. Been invited by school officials.

Before police officials are permitted to question or search any student, the administrator shall first try to notify the student's parent to give the parent the opportunity to be present during the police questioning or search. If the student's parent cannot be contacted prior to the police questioning or search, the questioning or search shall not be conducted. The administrator will also be present during any police questioning or search of a student on school property or at a school function.

Students who are questioned by police officials on school property or at a school function will be afforded the same rights they have outside the school. This means:

- iv. They must be informed of their legal rights.
- v. They may remain silent if they so desire.
- vi. They may request the presence of an attorney

XIII. Child Protective Services

Consistent with the District's commitment to keep students safe from harm and the obligation of school officials to report to Child Protective Services when they have reasonable cause to suspect that a student has been abused or maltreated, the District will cooperate with local Child Protective Services workers who wish to conduct interviews of students on school property relating to allegations of suspected child abuse, and/or neglect, or custody investigations.

All requests by Child Protective Services to interview a student on school property shall be made directly to the administrator. The administrator will set the time and place of the interview. The administrator shall decide if it is necessary and appropriate for a school official to be present during the interview, depending on the age of the student being interviewed and the nature of the allegations. If the nature of the allegations is such that it may be necessary for the student to remove any of his or her clothing in order for the Child Protective Services worker to verify the allegations, the school health care provider or other District medical personnel must be present during that portion of the interview. No student may be required to remove his or her clothing in front of a Child Protective Services worker or school District official of the opposite sex.

A Child Protective Services worker may not remove a student from school property without a court order, unless the worker reasonably believes that the student would be subject to danger of abuse if he or she were not removed from school before a court order can reasonably be obtained. If the worker believes the student would be subject to danger of abuse, the worker may remove the student without a court order and without the parent's consent.

XIV. Visitors to the School

The Board encourages parents and other District citizens to visit the District's school and classrooms to observe the work of students, teachers and other staff. Since schools are a place of work and learning, certain limits must be set for such visits. The administrator is responsible for all persons in the building and on the grounds. For these reasons, the following rules apply to visitors to the schools:

- a. Anyone who is not a regular staff member or student of the school will be considered a visitor.

- b. All visitors to the school must report to the main office upon arrival at the school. There they will be required to sign the visitor's register and will be issued a visitor's identification badge, which must be worn at all times while in the school or on school grounds. The visitor must return the identification badge to the main office before leaving the building and signing out.
- c. Visitors attending school functions that are open to the public, such as parent/teacher organization meetings or public gatherings, are not required to register.
- d. Parents or citizens who wish to observe a classroom while school is in session are required to arrange such visits in advance with the classroom teacher(s), so that class disruption is kept to a minimum. Registration is still required at the main office upon arrival.
- e. Teachers are expected not to take class time to discuss individual matters with visitors.
- f. Any unauthorized person on school property will be reported to the administrator. Unauthorized persons will be asked to leave. The police may be called if the situation warrants.
- g. All visitors are expected to abide by the rules for public conduct on school property contained in this Code of Conduct.

XV. Public Conduct on School Property

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

The restrictions on public conduct on school property and at school functions contained in this code are not intended to limit freedom of speech or peaceful assembly. The District recognizes that free inquiry and free expression are indispensable to the objectives of the District. The purpose of this code is to maintain public order and prevent abuse of the rights of others.

All persons on school property or attending a school function will conduct themselves in a respectful and orderly manner. In addition, all persons on school property or attending a school function are expected to be properly attired for the purpose they are on school property.

a. Prohibited Conduct

No Person, either alone or with others will:

- i. Intentionally injure any person or threaten to do so.
- ii. Intentionally damage or destroy school district property, including graffiti or arson, or the personal property of a teacher, administrator, other district employee or any person lawfully on school property.
- iii. Disrupt the orderly conduct of classes, school programs or other school activities.
- iv. Distribute or wear materials on school grounds or at school functions that are obscene, advocate illegal action, appear libelous, obstruct the rights of others, or are disruptive to the school program.
- v. Intimidate, harass or discriminate against any person on the basis of race, color, creed, national origin, religion, age, gender, sexual orientation or disability.
- vi. Enter any portion of the school premises without authorization or remain in any building or facility after it is normally closed.
- vii. Obstruct the free movement of any person in any place to which this code applies.

- viii. Violate the traffic laws, parking regulations or other restrictions on vehicles;
- ix. Smoke or vape on school property, possess, consume, sell, distribute or exchange alcoholic beverages, controlled substances, or be under the influence of either on school property or at a school function.
- x. Possess or use weapons in or on school property or at a school function, except in the case of law enforcement officers or except as specifically authorized by the school district.
- xi. Loiter on or about school property.
- xii. Gamble on school property or at a school function.
- xiii. Refuse to comply with any reasonable order of identifiable school district officials performing their duties.
- xiv. Willfully incite others to commit any of the acts prohibited by this code.
- xv. Violate any federal or state statute, local ordinance or board policy while on school property or while at a school function.

b. Penalties

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

- Visitors authorization, if any, to remain on school grounds or at the school function shall be withdrawn and they shall be directed to leave the premises. If they refuse to leave, they shall be subject to ejection.
- Students shall be subject to disciplinary action as the facts may warrant, in accordance with the due process requirements.
- Tenured faculty members shall be subject to disciplinary action as the facts may warrant in accordance with Education Law §3020-a or any other legal rights that they may have.
- Staff members in the classified service of the civil service entitled to the protection of Civil Service Law §75 shall be subject to immediate ejection and to disciplinary action as the facts may warrant in accordance with Civil Service Law §75 or any other legal rights that they may have.
- Staff members other than those described in subdivisions 3 and 4 shall be subject to warning, reprimand, suspension or dismissal as the facts may warrant in accordance with any legal rights they may have.

c. Enforcement

The administrator will be responsible for enforcing the conduct required by this code.

When the administrator sees an individual engaged in prohibited conduct, which in his or her judgment does not pose any immediate threat of injury to persons or property, the administrator shall tell the individual that the conduct is prohibited and attempt to persuade the individual to stop. The administrator shall also warn the individual of the consequences for failing to stop.

If the person refuses to stop engaging in the prohibited conduct, or if the person's conduct poses an immediate threat of injury to persons or property, the administrator shall have the individual removed immediately from school property or the school function. If necessary, local law enforcement authorities will be contacted to assist in removing the person.

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

XVI. Dissemination and Review

a. Dissemination of Code of Conduct

The Board will work to ensure that the community is aware of this code of conduct by:

- i. Posting the Code of Conduct on the school website.
- ii. Instructing the students how to find the Code of Conduct and discussing the Code of Conduct with the students.
- iii. Providing all current teachers and other staff members with a copy of the code and a copy of any amendments to the code as soon as practicable after adoption
- iv. Providing all new employees with a copy of the current Code of Conduct when they are first hired.
- v. Making copies of the code available for review by students, parents and other community members.

The Board will sponsor an in-service education program for all district staff members to ensure the effective implementation of the code of conduct. The administrator may solicit the recommendations of the District staff, particularly teachers and administrators, regarding in- service programs pertaining to the management and discipline of students.

The Board will review this Code of Conduct every year and update it as necessary. In conducting the review, the Board will consider how effective the code's provisions have been and whether the code has been applied fairly and consistently.

Before adopting any revisions to the Code, the Board will hold at least one public hearing at which school personnel, parents, students and any other interested party may participate. The Code of Conduct and any amendments to it will be filed with the Commissioner no later than 30 days after adoption.

Please refer to the following Board of Education Policies:

#3420- Non-Discrimination and Anti-Harassment in the School District

#6120- Equal Employment Opportunity

#6121- Sexual Harassment of District Personnel

#7550- Dignity for All Students Act

#7551- Sexual Harassment of Students

#7620- Students with Disabilities Participating in School District Programs

#7621- Section 504 of the Rehabilitation Act of 1973

#8130- Equal Educational Opportunities

#8220- Career and Technical (Occupational) Education

**TAX WARRANT- September 1, 2020
SCHOOL YEAR 2020-2021**

To the Collector of School District Long Lake Central School, towns of Arietta and Long Lake in the County of Hamilton, State of New York.

You are hereby commanded:

1. To collect taxes in total sum of \$3,089,000 in the same manner that Collectors are authorized to collect town and county taxes, and

To collect the Cornelius Vanderbilt Whitney Long Lake Library taxes in total sum of \$151,024 in the same manner that Collectors are authorized to collect town and county taxes.

2. To give notices in accordance with Section Real Property Tax Law, Section 1322, 1338.
3. To receive from each of the taxable corporations and natural persons on the below tax roll the sums listed or so much thereof as is voluntarily paid to you within one month from date of this warrant.
4. To collect after the expiration of one month the residue of the sums not paid, together with the fees prescribed in sections Education Law 2130 and Real Property Tax Law Section 1328.
5. To return this warrant within 60 days and if any taxes in this list shall be unpaid at that time, you shall deliver to us an account thereof.

SUMMARY OF TAX ROLL

Total Amount Assessed Valuation

\$604,965,234

Total Amount of Tax Levy

\$3,089,000-School
\$ 151,024-Library

**SCHOOL BUDGET
SCHOOL YEAR 2020-2021**

Estimated Receipts:

Surplus estimated to be available for appropriations	\$ 1,010,264
State Aid	484,000
Tax on Property	3,089,000
Other Sources	<u>82,600</u>
 Total Revenues (Estimated)	 \$4,665,864

Estimated Expenditures:

General Support	\$ 748,461
Instruction	1,911,110
Pupil Transportation	143,864
Undistributed	<u>1,577,429</u>
 Total Estimated General Fund Expenditures	 \$4,380,864
Balance-End of Budget Year (use only for Planned Balance)	<u>285,000</u>
Total Estimated Expenditures and Planned Balance	\$4,665,864

This warrant is issued by authority of Article 13 of the Real Property Tax Law and has the same force and effect as a warrant and tax list issued by the Board of Supervisors. It is effective immediately after it is properly signed by the trustees or a majority of trustees.

Given under our hand this 13th day of August 2020

Signatures of trustees:

Michael Farrell

Alexandria Harris

Trisha Hosley

Joan Paula

Brian Penrose

Note: As specified by State Law, this warrant shall be signed on or before September 1. The amount of taxes to be collected should correspond with the total entered on the summary at the top of page one. Original document filed in the District Minute book.



SEPTEMBER 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER 2020						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2020						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JANUARY 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL 2021						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE 2021						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Dates to Remember:

- September 7- Labor Day
- September 8 & 9- Superintendent Conference Day
- September 10- Classes Begin
- October 12- Columbus Day
- November 11- Veteran's Day
- November 19- Parent Teacher Conferences
- November 20- Emergency Go Home Early Drill
- November 25-27- Thanksgiving Recess
- December 23-January 1- Holiday Recess
- January 18- Martin Luther King Day
- January 26-29- Regents Exams
- February 15-19- Winter Recess
- March 18- Parent Teacher Conferences
- March 19- Superintendent Conference Day
- April 2-9- Spring Recess
- April 21-22- Grades 3-8 ELA Testing
- May 5-6- Grades 3-8 Math Testing
- May 26- Grade 8 Science Performance Testing
- May 31- Memorial Day
- June 7- Grade 8 Science Written Testing
- June 11-15- Local Exams
- June 16-25- Regents Exams
- June 25- Last Day of School & Graduation

Days of School per Month

September	16	February	15
October	22	March	23
November	17	April	16
December	16	May	20
January	19	June	19
Total Days:	183	Emergency Days:	3

Marking Period Dates

First Quarter: 9/8/20-11/13/20

Parent Teacher Conference: 11/19/20

Second Quarter: 11/16/20-1/29/21

Third Quarter: 2/1/21-4/16/21

Parent Teacher Conference: 3/18/21

Fourth Quarter: 4/19/21-6/25/21

KEEP THIS FORM ON FILE. DO NOT RETURN TO SED

CERTIFICATION OF ACCEPTANCE FOR DISTRICTS AND NONPUBLIC SCHOOLS

(Residential Child Care Facilities must complete the form on Attachment IV)

Please complete the following information during the annual renewal process on the Child Nutrition Management System and **retain on file** for examination by members of this Department or USDA during a review of your Child Nutrition Program. **Do not send the Certification of Acceptance to NYSED.**

SCHOOL FOOD AUTHORITY NAME: Long Lake Central School District

12-Digit LEA Code: 200701040000

The governing body of this School Food Authority accepts this Free and Reduced Price Meal or Special Milk Program Policy Statement, including the Family Income Eligibility Criteria and all required attachments and as indicated below:

Titles of Designated Officials

- A. REVIEWING OFFICIAL Victoria Snide
Address & Telephone PO Box 217, 20 School Lane, Long Lake, NY 12847, 518-624-2221
- B. HEARING OFFICIAL Noelle Short
Address & Telephone PO Box 217, 20 School Lane, Long Lake, NY 12847, 518-624-2221
- C. VERIFICATION OFFICIAL Victoria Snide
Address & Telephone PO Box 217, 20 School Lane, Long Lake, NY 12847, 518-624-2221

An officer of the Board of Education or chairman of the community school board, pastor or executive director of the corporation operating a private or parochial school, or the headmaster or principal of a nonpublic school must sign this form.

ORIGINAL SIGNATURE OF SCHOOL OFFICIAL

TITLE

DATE

2020-2021

- **The Reviewing and Verification Official may be the same person. The Hearing Official cannot be the Reviewing or Verification Official.**

Policy Statement for Free and Reduced Price Meals or Free Milk

Long Lake CSD, (Local Education Agency or governing body) responsible for administration of one or more schools referred to as the school food authority (SFA), has entered into agreement to participate in the National School Lunch Program, School Breakfast Program, and/or Special Milk Program and accepts responsibility for providing free and reduced price meals and/or free milk to eligible children in the schools under its jurisdiction.

The SFA assures the State Education Department that it will uniformly implement the following policy with respect to determining the eligibility of children for free and reduced price meals in each school building under its jurisdiction that participates in the programs mentioned above.

In fulfilling its responsibilities, the SFA agrees to the following:

A. Free Meals and (For Milk Only Schools) Free Milk

To serve meals or milk at no charge to children from families whose income is at or below the income levels for free meals and milk listed on the annual income eligibility guidelines, or to children from Supplemental Nutrition Assistance Program (SNAP) households, Temporary Assistance to Needy Families (TANF) households, households participating in the Food Distribution Program on Indian Reservations (FDPIR) that provide a case number, or households that are identified through the SNAP/MEDICAID Direct Certification Matching Process.

B. Reduced Price Meals

To serve breakfast and/or lunch and/or snacks served through the Afterschool snack program at no charge to children from families whose income is within the range of the annual income eligibility guidelines for reduced price meals.

C. Special Conditions

To serve free meals/milk to foster children in cases where the court or welfare agency is legally responsible for the child. Documentation from an appropriate State or local agency supports the foster child's status. Foster children are categorically eligible for free meals and may be included as a member of the foster family if the foster family chooses to also apply for benefits for other children. Including children in foster care as household members can help other children in the household qualify for free or reduced price meals. If the foster family is not eligible for free or reduced price meal benefits, the foster child will still be provided free meal benefits.

To provide free or reduced price meals or free milk to children whose parents or guardians have become unemployed, provided the loss of income causes the family income during the period of unemployment to be within the eligibility criteria. These students must be approved using one of the methods noted in this eligibility guidance manual.

D. Non-Discrimination

1. That there will be no physical segregation of, or any other discrimination against, any child because of his/her inability to pay the full price of the meal or milk. LEAs selling competitive foods during a meal service are encouraged to include in the description of how the cafeteria and meal service prevents overt identification of the children receiving free and reduced price meals or free milk. The names of children eligible to receive free or reduced price meals or free milk shall not be published, posted, or announced in any manner, and there shall be no overt identification of any such children by use of special tokens or tickets, or by any other means. Further assurance is given that children eligible for free or reduced price meals or free milk shall not be required to:

- Work for their meals or milk.
- Use a separate lunchroom.
- Go through a separate serving line.
- Enter the lunchroom through a separate entrance.
- Eat meals or drink milk at a different time.
- Eat a meal different from the meal sold to children paying the full price for the same meal or drink milk different from that sold to children paying the full price.

2. That in the operation of Child Nutrition Programs, no child shall be discriminated against because of his or her race, sex, age, color, disability, national origin, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

E. Hearing Procedures

To establish and use a fair hearing procedure in cases of appeal by parents of the school's decision on applications and in cases where the school official challenges the accuracy of information contained in an application or of the continued eligibility of any child for a free or reduced price meal or free milk. During appeal, hearing, and disposition of the case, the child will receive free or reduced price meals or free milk.

To maintain, for a period of three years plus the current year, records of all such appeals, challenges, and dispositions.

That in initiating the hearing procedure, the parent or local school official may request a conference to provide an opportunity for the parent and school official to discuss the situation, present information, and obtain an explanation of data submitted on the application and decisions rendered. Such a conference shall not in any way prejudice or diminish the right to a fair hearing.

That the hearing procedure shall provide:

1. A simple, publicly announced method for making an oral or written request for a hearing;
2. An opportunity to be assisted or represented by an attorney or other person in presenting an appeal;
3. An opportunity to examine, prior to and during the hearing, the documents and records presented to support the decision under appeal;
4. That the hearing shall be held with reasonable promptness and convenience and that adequate

notice shall be given as to the time and place of the hearing:

5. An opportunity to present oral or documentary evidence and arguments supporting the position;
6. An opportunity to question or refute any testimony or other evidence and to confront and cross-examine any adverse witnesses;
7. That the hearing shall be conducted and the decision made by a hearing official who did not participate in making the decision under appeal or in any previous conference;
8. That the decision of the hearing official, who may not be the same person as the reviewing and/or the verification official, shall be based on the oral and documentary evidence presented at the hearing and made a part of the hearing record;
9. That the parties concerned and their designated representative shall be notified in writing of the decision of the hearing official;
10. That a written record shall be prepared with respect to each hearing which shall include: the decision under appeal; any documentary evidence and a summary of any oral testimony presented at the hearing; the decision of the hearing official, including the reasons therefore and a copy of the notification to the parties concerned of the decision of the hearing official; and
11. That such written record of each hearing shall be preserved for a period of three years plus the current year and shall be available for examination by the parties concerned or their representative at any reasonable time and place during such period.

F. Reviewing Official

A reviewing official shall review and make determinations of eligibility using the criteria outlined in this policy to determine which individual children are eligible for free or reduced price meals or free milk. The official should sign, date, and indicate the eligibility determination on each application.

G. Notice to Parents

To send at the beginning of each school year, and whenever there is an increase in eligibility, to the parent or guardian of each child, a letter such as the prototypes in Attachment VII, VIII, or IX including a form on which to make application for free or reduced price meals or free milk, and a parent disclosure letter and consent statement.

H. Applications

To advise parents to complete the application and return it to the reviewing official for eligibility determination.

To maintain applications and documentation of action taken, for three years after the end of the school year to which they pertain.

To accept applications at any time during the year and to supply applications to any parent enrolling a child in a school for the first time.

To accept the application of a child who transfers from one school to another under the jurisdiction

of the SFA. Copies of the application and eligibility dates should be retained with the records of both schools. The application from the transfer student from another SFA should be reviewed to ensure that it is correctly approved.

To inform parents of eligibility determinations. Parents must be notified in writing of the reason(s) for denial of their application, notification of the right to appeal, instructions on how to appeal, and a reminder to parents that they may reapply for free and reduced price benefits at any time during the school year. Copies of denial letters to parents must be maintained for three years plus the current year.

I. Verification of Applications

Verify the eligibility of applicant households **by November 15** in accordance with program regulations and annually maintain records.

J. Anonymity and Accountability

To establish a procedure to collect money from children who pay for their meals or milk which prevents overt identification, and accounts, at the point of service, for the number of free, reduced and full price meals served or the number of half-pints of free and full price milk served. The procedure(s) adopted will be used in order that no other child in the school will consciously be made aware, by such procedure, of the identity of the children receiving reduced price meals, free meals, or free milk. The LEA will develop measures to prevent disclosure of confidential free and reduced price eligibility information as required and include the steps with this policy statement.

K. Amendments to Policies

To submit to the State Education Department any alterations or amendments to the policy including eligibility criteria, applications, public announcements, etc., for approval prior to implementation. Such changes will be effective following approval by the NYSED Child Nutrition Program Administration office. Any and all changes in eligibility criteria shall be publicly announced in the same manner used at the beginning of the school year. Changes in content to any prototype documents from this guidance booklet require prior State Agency approval.

L. Records

To maintain a file of the following records for three years plus the current year after the end of the fiscal year to which they pertain:

1. All eligibility determinations obtained through the Direct Certification Matching Process (DCMP) (SNAP, Medicaid, Foster)
2. All applications and documents to support homeless, migrant, head start, etc.
3. Records of all appeals and challenges and their disposition.
4. All notifications of eligibility determinations, including denial letters.
5. Records of all verification efforts and resulting eligibility changes.

M. Public Release

At the beginning of the school year, a public release containing the same information supplied to parents and including both free and reduced price eligibility criteria should be provided to the media (local newspaper), the local unemployment office, and any major employers *contemplating* large layoffs in the areas from which the school draws its attendance. Documentation must be kept on file for three years plus the current year identifying where the public release was sent.

N. Special Assistance - Provision 2 and Community Eligibility Provision

Provision 2: In schools where all enrolled children, regardless of their category of eligibility, are served meals at no charge; notify parents, distribute, and certify applications for free and reduced price students once every four consecutive school years. For three years after the base year, the school is not required to count meals served by category for claiming purposes. After the base year, the building's monthly reimbursement is based on total meal counts and monthly claim statistics from the base year. Maintain accountability and record keeping requirements as mandated by program regulations for this alternate reimbursement system.

*** If your school year begins in September, you must notify your Child Nutrition representative by September 1, 2020 if you intend to participate in Provision 2 for the 2020-2021 school year. If your school year begins in July, you must notify us by July 1, 2020.**

Community Eligibility Provision: Schools where at least 40 percent of enrolled students have been deemed free eligible through a means other than an income application (*i.e.*, directly certified using electronic SNAP/Medicaid, homeless, migrant, runaway, foster, and head start) using data from anytime between April 1, 2020 to June 30, 2020, may participate in the Community Eligibility Provision for the 2020-2021 school year. The schools will receive reimbursement in the free and paid category based on the percentage of directly certified students as noted above times a multiplier (as written in federal regulation). For more details about participation and how to apply, please see the CEP Memo on the Child Nutrition Knowledge Center website.

O. Administrative Prerogative

In certain circumstances when households fail to apply for free or reduced price meals, the nutritional needs of students who are obviously at an economic disadvantage may be addressed by local officials.

Using administrative prerogative, local officials may complete an application for a student known to be eligible if the household had applied. This limited use option acknowledges the various reasons that a family may fail to apply for free or reduced price meals, such as lack of understanding, fear of authority, alien status, substance abuse, etc.

To exercise this option properly, an application must be completed on behalf of the student, based on the best family size and income information available. The source of this information must be noted on the application. Documented prior efforts must be made by the SFA to obtain a completed application from the parent or guardian.

The names of all household members, a social security number, or an adult signature need not be secured. Instead, the name of the student, household size, estimated family income including

source, and the administrator's signature must be provided. The household must be notified of the student's approval status for free or reduced price meals. These applications should be excluded from the verification process.

This option must be used **judiciously and only after repeated efforts to obtain applications from families have been unsuccessful**. It is to be used on an individual basis and must not be used to provide eligibility determinations for large numbers of students. It also may not be used when family income is above the eligibility guidelines, even though the children are coming to school without a meal or money. Family economic status must remain the criterion for administratively making the decision to provide the student access to free or reduced price meals.

P. Meal Eligibility for Homeless/Migrant/Runaway Children

Children who are categorically eligible under Other Source Categorically Eligible Programs should contact the school for assistance in receiving benefits and indicate the source of their status on the application.

The United States Department of Agriculture (USDA) has acknowledged that the number of homeless, migrant and runaway children has risen considerably in the last few years, that parents/guardians who are homeless or migrant often fail to return a free meal application, and these children are often not included in the direct certification process. While administrators can exercise the administrative prerogative option for determining program eligibility, this process is only intended to be exercised on a case-by-case basis and becomes burdensome in areas where there are many homeless/runaway children residing in shelters or migrant status children. USDA has therefore established the following procedures for *all* Child Nutrition Programs when an application is not submitted by the household or it is not anticipated that an application will be submitted:

- The migrant coordinator, homeless liaison or runaway provider may provide you with a list of eligible children based on established criteria. The list must be dated and signed by the coordinator, liaison or provider. These children are then directly certified for free meals for the school year. No other documentation is needed. This is the preferred option.

Other options:

- The director of the homeless shelter at which the child resides can complete and submit an application for the child, or send a list of all children residing in the shelter to the school;
- Local level officials may complete an application for a child and approve the child for free meals based solely on their knowledge that the child's address is a homeless shelter or that the child has no known address and is indeed homeless;
- If large numbers of homeless children make it impractical for a homeless shelter or school officials to complete individual applications, the school administrator may establish a list of eligible students based on his/her knowledge of the family's residence (shelter, address, car, etc.). The documentation necessary to substantiate free meal eligibility for a list of children must contain *at a minimum* the following information:
 - The child's name
 - The effective date of eligibility determination

- The name of the shelter, etc., where the child resides
- The signature of the determining official
- Documentation of migrant status children should be maintained by the school migrant coordinator as documentation to substantiate free meal eligibility. This should include the date, the child's name, and signature of the migrant coordinator. For a list of contacts in your school, go to nysteaches.org.

Q. Food Distribution Program on Indian Reservation (FDPIR)

Public and nonpublic schools participating in the School Lunch, Breakfast, or Special Milk Programs may accept a Food Distribution Program on Indian Reservation (FDPIR) case number in lieu of household income, SNAP or TANF number.

R. Food Substitutions for Children With Disabilities

Federal regulations governing the operation of Child Nutrition Programs and Section 504 of the Rehabilitation Act of 1973 require that children with disabilities be offered the opportunity to participate in all academic and nonacademic activities including the school nutrition programs. To ensure that these children are not denied reasonable access to the programs, the Department of Agriculture's regulations require schools and institutions to make reasonable accommodations, such as providing substitutions in the regular meal patterns, for children who have a disability and whose disability restricts their diet. A student with a disability is defined in 7 CFR part 15b.3 as one who has a physical or mental impairment which substantially limits one or more major life activities of such individual, a record of such an impairment or being regarded as having such an impairment. Major life activities include but are not limited to: functions such as caring for one's self, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working.

Accordingly, meal substitutions **must be made for children with disabilities** and must be supported by a medical statement signed from a State licensed healthcare professional. **These meals must be offered at no extra charge.** Substitutions **may also be made** for non-disabled children who are unable to consume the regular meal because of medical or other special dietary needs, though schools are not required to do so in these instances. Substitutions for non-disabled children must be supported by a statement signed by a recognized medical authority. **Children with disabilities are not automatically eligible for free meal benefits.** Parents must adhere to the same income eligibility criteria and procedures used for all children

S. Limited English Proficient (LEP) Households

LEAs will ensure there are no barriers for participation in Child Nutrition Programs for Limited English Proficient (LEP) families and must communicate with parents and guardians in a language they can understand throughout the certification and verification processes.

T. Meal Charge Policy

LEAs will establish a written and clearly communicated policy to address student meal charges

when payment cannot be collected at the point of service. Charge policies will be reasonable, well-defined and maintain the integrity and dignity of students and households to minimize harm to the student.

U. Prohibition Against Meal Shaming Plan

LEAs will establish a written and clearly communicated plan that ensures a student whose parent or guardian has unpaid meal charges is not shamed or treated differently than a student whose parent or guardian does not have unpaid school meal charges. The plan will include the requirement to provide students with the reimbursable meal of their choice and identify other prohibited actions to decrease student distress or the embarrassment associated with not having adequate funds to pay for a school meal.

V. Program Terminations

To provide 60 days advance written notice to parents and to immediately inform the NYSED Child Nutrition Program Administration of intent to discontinue participation in NSLP/SBP for public school districts. Non-public schools must send a letter on official letterhead notifying the Child Nutrition Office of the effective date they will no longer participate and the last month they intend to claim meals.

Allison Conboy
6142 NYS Rt. 28
Indian Lake, NY 12842

August 6, 2020

Ms. Noelle Short
Superintendent, LLCSD

Dear Ms. Short,

I am writing to you today to express my interest in being a New Teacher Mentor for the 2020 - 2021 academic year. After experiencing the mentor program at Long Lake CSD upon my arrival in 2017, I understand how important this role is for new educators in the district, and would love the opportunity to help others feel welcomed and supported as they join our school community. I believe my experience at Long Lake CSD as well as my previous teaching experiences have prepared me to be an effective mentor.

Being a mentor to students is something I strive to be everyday at school and have also demonstrated in my years as a lead counselor, and program director at Adirondack Woodcraft Camps, during the summer months. Through these roles I aim to be a caring listener, helpful guide, motivator, support system, and positive role model. When new teachers join Long Lake Central School they need someone they can trust, collaborate with, and continually ask questions for clarification, to grow as an educator and member of the district. I believe I could be that person for one of our new hires this school year.

After being on the interview committee for both Mara Gaffney and Katie Connell I am excited for both women to join our team. I would be delighted to be a mentor for either and would like to express why I would be a good fit as a mentor. Mara Gaffney will be taking on the role of K-6 Special Education, which is the position I held from the fall of 2017 through the end of the 2019-2020 academic year. As her mentor I would be able to provide guidance on particular students, parent communication, curriculum development and behavioral/education plans based on my recent experience in that role. I would welcome the opportunity to mentor Katie Connell as well. Although I have not taught grade level math courses beyond 3rd at this time, I could offer guidance on many of the same areas and having a mentor that has not taught what you are teaching can be beneficial. It may help her to develop her own style rather than trying to replicate what had been done previously.

I would love to be involved, as a mentor, in welcoming and assisting Mara or Katie in transitioning into our school, and helping them to grow as an educator. I would welcome the opportunity to take part in more of a leadership role, but also learn from these excited and passionate new teachers.

Thank you for taking the time to consider me for a mentor position and enjoy the rest of your day.

Sincerely,

Allison Conboy

BOARD RESOLUTION

BE IT RESOLVED, that the Board of Education of the Long Lake Central School District hereby accepts the recommendation of the Superintendent to appoint Travis Sussey for a four (4) year probationary appointment as a teacher of 7-12 Special Education in the General Special Education tenure area, commencing September 1, 2020 and ending August 31, 2024 contingent upon achievement of effective or highly effective APPR ratings necessary to receive tenure throughout his probationary period, consistent with the requirements of Education Law Sections 3012², 3012-c, and/or 3012-d. Mr. Sussey holds an initial certificate as a 7-12 Teacher of Students with Disabilities.