

WEST BABYLON UNION FREE SCHOOL DISTRICT
WEST BABYLON, NEW YORK

REGULAR MEETING

BOARD OF EDUCATION
BOARD ROOM - ADMINISTRATION BUILDING

TUESDAY – AUGUST 2, 2016

AGENDA

The order of business at all regular meetings shall be as follows:

1. Call to order by presiding officer
2. Pledge of Allegiance to the Flag
[6:00 P.M. - Meeting Convenes Followed by Student Presentation and/or Executive Session]
[7:00 P.M. - Public Session Resumes Beginning with Item #3]
3. Approval of minutes of previous meeting(s): Reorganization Meeting: July 5, 2016
4. Statement of the Board and/or Superintendent
5. Statement of West Babylon Teachers' Association Representatives
6. Statement of School Administrators' Association Representatives
7. Statement of C.S.E.A. Representatives
8. Statement of Student Association Representatives
9. Statement of PTA Council Representatives
10. Statement of Residents re: agenda items [15 minutes-limited to 3 minutes per speaker]*
11. Report of the Superintendent and/or Educational Presentation:
 - A. External Auditors Presentation: 2016 School District Audit
Mr. Peter Rodriguez, Cullen & Danowski
 - B. Board of Education Visitation to School Buildings
Dr. Robert J. Manley, Acting Superintendent of Schools
12. Business Agenda [****Consent Agenda Items**]
 - A. **BOARD OF EDUCATION**
 - ** (R) Adoption of 2016-2017 District, Board and Superintendent's Goals (Res. #BE-1)
 - ** (R) Approval of the Consultant Service Agreement between Abilities Inc. d/b/a Kornreich Technology Center and the West Babylon School District to provide Assistive Technology Services during the 2016-2017 School Year (Res. #BE-2)
 - ** (R) Approval of New York Therapy Placement Services, Inc. to provide Professional Services, to West Babylon School District Resident Students, with Disabilities, during the 2016-2017 School Year (Res. #BE-3)
 - ** (R) Approval of Adults & Child with Learning and Developmental Disabilities, Inc., to provide After School Therapeutic Care, to West Babylon School District Resident Students, with Disabilities, during the 2016-2017 School Year (Res. #BE-4)

Continued.....

- ** (R) Approval of the Service Agreement between Sound Actuarial Consulting and the West Babylon School District, to provide Actuarial Analysis of the District's Workers' Compensation Self-Insurance Plan (Res. #BE-5)
- ** (R) Approval of the Memorandum of Agreement between St. James Tutoring, Inc. and the West Babylon School District, to provide Professional Services, during the 2016-2017 School Year (Res. #BE-6)
- ** (R) Approval of Pool Usage Agreement with Deer Park Union Free School District during the period August, 2016 through November, 2016 (Res. #BE-7)

B. PERSONNEL

- ** (R) 16-A-2 Board of Education
- ** (R) 16-P-2 Professional Personnel
- ** (R) 16-C-2 Civil Service Personnel (Res. #PE-1)

C. FINANCE

- ** (R) Authorization for the Release of Unassigned Funds (Res. #FI-1)
- ** (R) Approval of the Sole Source Provider, Black Bear Co., Inc., to provide Transportation Fleet Fluids, for the 2016-2017 School Year (Res. #FI-2)
- ** (R) Award of Bid (Res. #FI-3)
- ** (R) Approval of Budget Transfers (Res. #FI-4 through Res. #FI-5)

D. CURRICULUM

- ** (R) Declaration of Obsolete Senior High School Library Books (Res. #CU-1)
- ** (R) Declaration of Obsolete Santapogue School Library Books (Res. #CU-2)
- ** (R) Approval of the District Physical Education Plan for the 2016-2017 School Year (Res. #CU-3)

13. Policy Review:
 - A. Board Review: Student Attendance (Second Time Discussion) (File:5100)
 - B. Board Review: Homeless Children (First Time Reading) (File:5151)
 - C. Board Review: Homeless Children-Regulations (Revision) (File:5151-R)
14. Board of Education Committee Reports
15. Old Business
16. New Business: Senator Michael Venditto's Bullet Aid-Summary of 2015-2016 Field Trips
Mrs. Michele Psarakis, CPA, Executive Director for Finance & Operations
17. Follow-Up to Residents' Statements
18. Statements of Residents re: other district items [15 minutes-limited to 3 minutes per speaker]*
19. Adjournment [This should take place by 10:00 P.M.]

*Per Board Policy 1230: The Board of Education encourages participation of residents at open Board meetings. The President of the Board shall ask for brief statements from residents and set a time limit (three minutes per resident) on such statements. To allow for public participation, a period not to exceed 15 minutes shall be set aside during the first and last part of each Board meeting. The President shall be responsible for the orderly conduct of the meeting and shall rule on such matters as the time to be allowed for public discussion and the appropriateness of the subject being presented. The President shall have the right to discontinue any presentation which violates this policy. Residents wishing to speak should identify themselves, their address, any organization they may be representing at the meeting, and the topic they wish to discuss. Statements during the first part of the meeting will relate to agenda items. Statements during the second part of the meeting will relate to other district matters

Follow-Up to Residents' Unanswered Questions

July 5, 2016	-----	-----
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WEST BABYLON UNION FREE SCHOOL DISTRICT
WEST BABYLON, NEW YORK

REGULAR MEETING
BOARD OF EDUCATION

BOARD ROOM - ADMINISTRATION BUILDING

TUESDAY – AUGUST 2, 2016

RESOLUTIONS

BOARD OF EDUCATION

**#BE-1

RESOLVED: that the 2016-2017 District, Board and Superintendent’s Goals, are adopted, as follows:

2016-2017 DISTRICT, BOARD, AND SUPERINTENDENT’S GOALS

District Goals 2016-2017

1. Commit to a district-wide comprehensive long range strategic plan with measurable goals & objectives that are evaluated for annual improvement. (01.01.01)
2. Provide rigorous and relevant standards aligned with instructional and co-curricular programs taught by highly effective staff for the purpose of improving student achievement and preparing students to be college and career ready while meeting all New York State and Federal mandates. (06.00.00)
3. Enhance communication methods to further promote relationships between the school district and the community. (02.00.00)
4. Maintain fiscal stability and improve efficiency while providing quality educational programs for our students. (03.00.00)
5. Provide safe, healthy and well-maintained facilities for the physical, social and emotional well-being of students and staff. (04.00.00)

Board Goals 2016-2017

1. Monitor progress of the district’s strategic plan, review measurable goals & objectives and establish policies to support district goals. (01.03.01)
2. Ensure that the goals of the instructional program of West Babylon not only meet, but exceed, the standards of the Common Core Curriculum of New York State.
3. Maintain fiscal stability that addresses the needs of the district while balancing the community’s commitment in difficult financial times. (03.01.00)
4. Commit to continued Board trustee staff development. (01.02.02)

Continued

Superintendent's Goals 2016-2017

1. **Establish a district-wide process for evaluating progress toward successful completion of system-wide goals identified in the strategic plan. (SQRC reviews) (01.03.00)**
2. **Improve upon the overall health and safety of the school district. (04.01.00)**
 - 2.1. With the assistance of central administrators, oversee the capital project scope of work.
 - 2.2. Meet with the District-wide School Safety Team and Building Level Emergency Response Teams to address matters of student/staff health and safety.
 - 2.3. Enhance security system and practices at each building.
3. **Establish administrative collegial forums that focus on how administrators can impact instruction and student achievement in each building. Ensure administrators develop systems to measure student achievement.**
4. **Implement ways to improve upon district culture and employee morale. (05.03.00)**
5. **Maintain fiscal stability that addresses the needs of the district while balancing the community's commitment in difficult financial times. (03.01.00)**
 - 5.1. Oversee and manage the use of fund balance and reserves, the redistribution of reserves, and the creation of new (capital) reserve categories. (03.01.01, 04.02.02)
 - 5.2. Meet the challenges of the 2017-2018 District Budget and work to establish a balanced budget.
 - 5.3. Continue to monitor the impact of declining enrollment. (03.02.01)

****#BE-2**

RESOLVED: that the West Babylon Board of Education approves the consultant services agreement between Abilities Inc. d/b/a Kornreich Technology Center and the West Babylon School District, to provide Assistive Technology Services, during the 2016-2017 school year.

****#BE-3**

RESOLVED: that the West Babylon Board of Education approves the following agency to provide occupational therapy, physical therapy, speech therapy, parent training, behavioral services, counseling, tutoring and other professional services, to West Babylon School District resident students, with disabilities, during the 2016-2017 school year:

New York Therapy Placement Services, Inc.

****#BE-4**

RESOLVED: that the West Babylon Board of Education approves the following Educational Center, to provide After School Therapeutic Care, to West Babylon School District resident students, with disabilities, during the 2016-2017 school year:

Adults & Child with Learning Developmental Disabilities, Inc. (ACLD)

****#BE-5**

RESOLVED: that the West Babylon Board of Education approves the Service Agreement between Sound Actuarial Consulting, and the West Babylon School District, to provide actuarial analysis of the District's Workers' Compensation Self-Insurance Plan.

****#BE-6**

RESOLVED: that the West Babylon Board of Education approves the Memorandum of Agreement between St. James Tutoring, Inc. and the West Babylon School District, to provide professional services, during the 2016-2017 school year.

****#BE-7**

RESOLVED: that the West Babylon Board of Education approves the agreement between the Deer Park Union Free School District and the West Babylon School District, for exclusive use of Deer Park School District's natatorium, at a cost of \$12,000, for the West Babylon Girls Varsity Swim Team, for the sole purpose of team practice. This agreement shall be in effect from August, 2016 through November, 2016.

PERSONNEL

**#PE-1

RESOLVED: that the following schedules, as attached, are approved:

<u>16-A-2</u>	Board of Education
<u>16-P-2</u>	Professional Personnel
<u>16-C-2</u>	Civil Service Personnel

FINANCE

****#FI-1**

RESOLVED: that the West Babylon Board of Education authorizes the release of Unassigned Fund Balance, in the amount of \$1,459,590.61, to be applied for payment of electronic white boards, as part of the Smart Schools project. The funds will be re-applied to Unassigned Fund Balance upon reimbursement by the State.

****#FI-2**

RESOLVED: that in order to ensure optimal performance of the transportation fleet, the following company is designated, by the West Babylon Board of Education, as the sole source provider of fleet fluids, for the 2016-2017 school year:

Black Bear Co., Inc.

****#FI-3**

RESOLVED: that the West Babylon Board of Education approves JBH Environmental, Inc., as the lowest responsible bidder, for abatement of the lead ceramic tiles in the Junior High School Cafeteria A and the repairing of walls.

****#FI-4**

RESOLVED: that the West Babylon Board of Education, retroactively, approves the following budget transfers:

<i>ACCOUNT CODE</i>	<i>ACCOUNT CODE DESCRIPTION & TRANSFER EXPLANATION</i>	<i>FROM</i>	<i>TO</i>
A9010.8000	Employee Retirement	\$ 99,151.60	
A9030.8000	Social Security/Medicare	\$300,000.00	
A9020.8000	Teacher Retirement	\$440,000.00	
A1310.4900	BOCES Services		\$ 9,821.05
A2010.4900	BOCES Services		\$ 9,317.13
A2250.4900	BOCES Services		\$764,034.76
A2610.4900	BOCES Services		\$ 1,136.59
A2630.4900	BOCES Services		\$ 54,127.07
A2330.4900	BOCES Services		\$ 715.00
	Final June BOCES Bill		

***FI-5

RESOLVED: that the West Babylon Board of Education approves the following budget transfers:

<i>ACCOUNT CODE</i>	<i>ACCOUNT CODE DESCRIPTION & TRANSFER EXPLANATION</i>	<i>FROM</i>	<i>TO</i>
A2110.1300	Teacher Salaries 7-12	\$212,019.46	
A2110.1400	Substitute Teachers		\$ 78,927.37
A2110.1401	Daily Substitutes		\$ 35,745.00
A2110.1500	Other Instructional Salaries		\$ 33,764.84
A2110.1410	Home Teaching		\$ 20,850.28
A2855.1500	Coaches' Salaries		\$ 17,512.00
A2331.1500	Instructional Salaries		\$ 10,816.14
A2850.1630	Non-Instructional Chaperones		\$ 9,122.12
A2850.1530	Instructional Chaperones		\$ 2,231.73
A2110.1561	Administrators Vacation Pay		\$ 1,529.19
A2110.1602	Senior Substitute Salaries		\$ 1,520.79
A2250.1500	Special Education Salaries	\$180,681.73	
A2250.1601	Special Education Aides		\$179,320.62
A2250.1602	Special Education Senior Substitute Aides		\$ 1,361.11
A1620.1600	Buildings & Grounds Custodial Salaries	\$ 52,561.67	
A1620.1610	Buildings & Grounds Security Salaries		36,040.46
A1240.1500	Superintendent's Salary		\$ 11,000.00
A2020.1640	Substitute Clerical		\$ 4,924.97
A2020.1601	Clerical Extra Pay		\$ 596.24
A2250.4700	Tuition	\$ 38,778.40	
A2110.4700	Foster Care Tuition		\$ 38,778.40
	Close out Salary and Tuition Codes		

CURRICULUM

***CU-1

RESOLVED: that the West Babylon Board of Education declares 574 books (list available upon request), located in the Senior High School library, obsolete. Per Dr. Alice Robinson, Library Media Specialist, Chairperson Grades K-12, the books are damaged beyond repair and have a poor circulation history (not borrowed in 5 to 10 years).

***CU-2

RESOLVED: that the West Babylon Board of Education declares 62 books (list available upon request), located in the Santapogue School library, obsolete. Per Ms. Gwendalyn McHugh, Santapogue Library Media Specialist, the books are damaged beyond repair and contain outdated information.

***CU-3

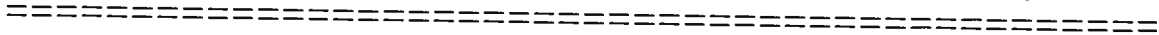
RESOLVED: that the West Babylon Board of Education approves the 2016-2017 District Physical Education Plan for the 2016-2017 school year.

WEST BABYLON UNION FREE SCHOOL DISTRICT

REGULAR MEETING - BOARD OF EDUCATION - TUESDAY - AUGUST 2, 2016

PERSONNEL

(R) Schedules: 16-A-2 Board of Education
 16-P-2 Professional Personnel
 16-C-2 Civil Service Personnel (**#PE-1)



BOARD OF EDUCATION SCHEDULE

I. Board of Education Schedule 16-A-2

- A. Organizational Meeting - Annual Appointment

PROFESSIONAL PERSONNEL SCHEDULE

II. Professional Personnel Schedule 16-P-2

- A. Family Medical Leaves
- B. Leave of Absence Requests
- C. Resignation
- D. PEL Recalls
- E. Probationary Appt.
- F. Part-Time Appointments
- G. 2016-2017 Chairpeople
- H. Fall, 2016 Adult Education Instructors/Consultants/Volunteers
- I. 2016-2017 Coaching
- J. 2016 Summer Work
- K. 2016-2017 Student Teachers/Observers/Interns

CIVIL SERVICE SCHEDULE

III. Civil Service Schedule 16-C-2

- A. Resignations
- B. LOA Returnees
- C. Probationary Appointments
- D. 2016 Summer Work
- E. 2016-2017 Per Diem Substitutes

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BOARD OF EDUCATION APPOINTMENT

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2016 - 2017

IV. The following administrator is authorized to represent the school district and the Board of Education, regarding special funding applications and/or legal compliance:

Data Privacy Officer

Stephanie Nocerino

SCHEDULE 16-P-2 Professional Personnel Schedule

Date of Meeting: August 2, 2016

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NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Suchoboky, Megan	Elementary Tchr.	SA		9/1/16 -	Family Medical Leave
White, Nicole	Special Ed. Tchr.	JH		9/1/16 -	Family Medical Leave
DiPreta, Jillian	Elementary Tchr.	JH		9/7/16 - end of 1 st Semester	Leave of Absence [1 st request]
Mandriota, Jennifer	Mathematics Tchr.	JH		First Semester, 2016-2017	Leave of Absence [2 nd request]
Daly, Adair	School Nurse Tchr.	JK		9/1/16	Resignation

The following probationary teacher is being recalled from the Social Studies Preferred Eligibility List:

Clark, Kathryn	Social Studies Tchr.	JH	Step A-5-6/ \$70,701.	9/1/16	
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The following probationary teacher is being recalled from the Special Education Preferred Eligibility List:

Torre, Andrew	Special Ed Tchr.	JH	Step A-5-3/ \$63,387.	9/1/16	
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SCHEDULE 16-P-2 Professional Personnel Schedule

Date of Meeting: August 2, 2016

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NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
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Pursuant to NYSED Regulations, Section 3012-c and/or 3012-d of the Education Law, all teaching and supervisory staff appointed on or after July 1, 2015 must receive three (3) annual APPR composite ratings of Effective or Highly Effective in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of his/her probationary appointment to be granted or considered for tenure. Expected date of tenure 9/1/20. This applies to the following teacher:

McGirr, Pamela	Special Ed. Tchr.	JH	Step A-5-1/ \$58,511.	9/1/16	Probationary Appt. [certs: Literacy B-6 & 5-12, SWD 7-12, SWD Earth Sci 7-12]
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Part-Time Appointments:

Zito-Farello, Mary	PT/FACS Tchr. (.4)	JH	Step A-9-1/ \$68,995. (prorate @ 40%)	9/1/16 - 6/30/17	
Ritacco, Joseph	PT/Health Tchr. (.3)	JH	Step A-7-1/ \$63,631. (prorate @ 30%)	9/1/16 - 6/30/17	
Francois, Saragine	PT/Foreign Language (.2)	HS	Step A-1-1/ \$48,759. (prorate @ 20%)	9/1/16 - 6/30/17	[certs: French 7-12, Literacy 5-12]
Borruso, Susan	PT/Foreign Language (.6)	HS	Step A-5-1/ \$58,511. (prorate @ 60%)	9/1/16 - 6/30/17	[cert: Spanish 7-12]

Chairpeople:

Thiel, Elizabeth	Special Education 9-12		\$5,230. (prorate)	2016 - 2017	[prorate upon return from FML]
Shaffer, Donna	Special Education 9-12		\$5,230. (prorate)		[9/1/16- E. Thiel returns]

SCHEDULE 16-P-2 Professional Personnel Schedule

Date of Meeting: August 2, 2016

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NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Adult Education Instructors:			\$25./hr.	Fall, 2016	
Baez, Rosalis	Spanish for Beginners				
Morency, Perck	French Level I				
Bianco, Maureen	Line Dancing: It's Not Just Country Anymore				
Crichton, Kim	Pilates				
"	Iyengar Yoga				
Dunlop, Kyle	Introduction to Microsoft Word				
"	Introduction to Microsoft Excel				
Iaccarino, Susan	Eating for Energy				
Adult Education Consultants:				Fall, 2016	
Notary Public Central, Inc.	Notary Public Course		\$50./person		
Walker, William	Notary Signing Agent Course		\$50./person		
Greco, Linda-Suffolk Safety	Defensive Driving		\$28./person		
Hirschfield, Martin	Defensive Driving		\$30./person		
Creative Voice Dev. Group	Getting Paid To Talk		\$87.50/night		
Have Dummy Will Travel	Adult, Child and Infant CPR/AED		\$45./person		
c/o Erik Zalewski	CPR for Professionals and Healthcare Providers		\$45./person		
Adult Education Volunteer Instructors:			-\$0.-	Fall, 2016	
Kass, Steven	Elder Law and Estate Planning				
"	Special Needs Planning				
Esposito, Jan & Tony	How to Pay for College Without Going Broke				
Caramico, Jake	How to Win the Money Game				
Espinoza, Shirley	Diabetes and You				
"	Health Begins in the Gut				

SCHEDULE 16-P-2 Professional Personnel Schedule

Date of Meeting: August 2, 2016

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NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Coaches:					
Manzi, Christine	JV Head	Field Hockey		Fall, 2016-2017 \$5,189.	Pending Proof of Certification
Hartranft, Greg	JHS Head	Football		\$4,436.	Concussion/CPR/AED/First Aid
Manning, Chandler	JV Head	Soccer (G)		\$5,189.	Concussion
Levy, Steven	JHS Head	Soccer (G)		\$4,170.	Concussion
Houghtaling, Keith	Varsity Head	Tennis (G)		\$5,189.	
Cooper, Jamie	JV Head	Tennis (G)		\$4,170.	CPR/AED/First Aid
Reichert, Brian	JV Head	Volleyball (B)		\$5,189.	
Coaches:					
Maxwell, Michael	Varsity Asst.	Lacrosse (B)		Spring, 2016-2017 \$5,189.	
Hartmann, Thomas	JV Head	Lacrosse (B)		\$5,189.	
Hartranft, Greg	JHS Head	Lacrosse (B)		\$4,436.	Concussion
Kilgus, Colleen	Varsity Head	Lacrosse (G)		\$6,484.	
Mauro, Kathryn	JV Head	Lacrosse (G)		\$5,189.	
Rossi, Joseph	Varsity Head	Track & Field (B)		\$6,484.	Concussion/CPR/AED/First Aid
Klein, Brendan	JHS Head	Track & Field (B)		\$4,436.	
Coaches:					
Levy, Steven	JHS Head	Basketball (B)		Early Winter, 2016-2017 \$4,170.	Concussion
Hartranft, Greg	JHS Head	Basketball (G)		\$4,170.	Concussion
Part-Time Athletic Trainer:					
Haug, Christopher	Substitute		\$30./hr.	2016 - 2017	

SCHEDULE 16-P-2 Professional Personnel Schedule

Date of Meeting: August 2, 2016

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NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
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Summer Work:

Summer, 2016

Lauritsen, James			\$73.14/hr.	July - August	[court - up to 3 days]
Autera, Jennifer			\$95.54/hr.	July - August	[HR requirement-up to 2 hrs.]
Granieri, Lisa			\$93.30/hr.	"	"

Regents Exams Proctors/Graders:

\$46.25/hr. 8/17/16, 8/18/16

Borgo, Danielle
Gisonda, Bernadette

CPSE/CSE Representatives:

Duncan, Justine			\$61.33/hr.
Kuncman, Lauren			\$56.86/hr.
Loughlin, Laure			\$92.62/hr.
McMahon, Jessica			\$95.54/hr.
Ovadia, Sharene			\$100.75/hr.
Read, Michele			\$76.17/hr.
Sabshon, Eileen			\$88.15/hr.
Saumell, Eileen			\$76.98/hr.

Student Teachers/Observers/Interns:

2016 - 2017

Dipaola, Mikayla	Social Work	HS	Fall, Spring
Joniak, Jennifer	Speech Lang. Pathology	TA	Fall
McGann, Stacey	Physical Ed.	TA	Fall
Sloan, Taylor	Elementary	SB	Fall
Smith, Meghan	Elementary	SB	Fall

SCHEDULE 16-C-2 Civil Service Personnel Schedule

Date of Meeting: August 2, 2016

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NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Adams, Joanne	Paraprofessional (school teacher aide)	JH		7/20/16	Resignation
Keenan, Debra	Paraprofessional (special ed. aide)	FA		9/1/16	Returning from LOA
Randolph, Paula	Paraprofessional (special ed. aide)	JH		9/1/16	Returning from LOA
Casazza, Christopher	Maintenance Mechanic II	DW		7/14/16	[resignation to remain in prob. mm3 post]
Daly, Adair	Registered Nurse	TBD	Step 4/ \$38,840. +500. (BA)	9/1/16	Probationary Appt.
Riback, Lisa	Clerk Typist	JH	Step 1/ \$30,839. (prorate)	8/3/16	Probationary Appt. [C. S. List of Eligibles #16SR221]
Riback, Lisa	Paraprofessional [pt/clerk typist]	JH		8/3/16	Resignation

SCHEDULE 16-C-2 Civil Service Personnel Schedule

Date of Meeting: August 2, 2016

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NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Pisano, Anna	Clerk Typist	SA	Step 1/ \$30,839. (prorate)	8/3/16	Probationary Appt. [C.S. List of Eligibles #16SR221]
Pisano, Anna	Paraprofessional (special ed. aide)	SB		8/3/16	Resignation
Harrison, Maureen	Senior Clerk Typist	TA	Step 8/ \$47,284. (prorate)	8/3/16	Probationary Appt. [C.S. List of Eligibles #16SR156]
Harrison, Maureen	Clerk Typist	JK		8/3/16 - 11/3/16	Leave of Absence
Pavone, Joseph	School Bus Driver	Trans.	Step 1/ \$20.33/hr.	9/1/16	Probationary Appt.
Summer Work: Martocci, Loretta			\$14.94/hr.	Summer, 2016 July - August	[HR requirement-up to 2 hrs.]
Per Diem Substitutes: Farah, Thomas Lulenski, Michael *Palazzolo, David		DW	\$10./hr.	2016 - 2017	Custodian

*Emergency Conditional Appointment

WEST BABYLON UNION FREE SCHOOL DISTRICT
REGULAR MEETING - BOARD OF EDUCATION - TUESDAY- AUGUST 2, 2016


FINANCE

(R) Award of Bid to JBH Environmental, Inc. (**#FI-3)

West Babylon Schools
Office of Business Administration

MEMORANDUM

TO: Dr. Robert J. Manley, Superintendent

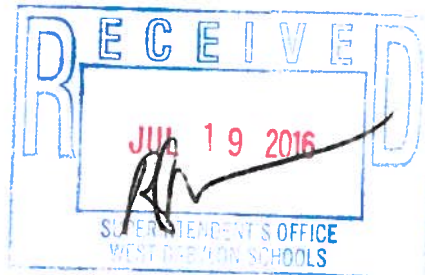
FROM: Michele Psarakis, Executive Director for Finance and Operations 

DATE: July 18, 2016

RE: Board of Education Agenda Item

I recommend the following item be placed on the August 2, 2016 agenda:

RESOLVED: that the West Babylon Board of Education approves JBH Environmental, Inc. as the lowest responsible bidder for abatement of lead ceramic tiles in Junior High School Cafeteria A and repairing of walls.



CONTRACTOR'S COST PROPOSAL

A. ITEM NO.	B. ITEM DESCRIPTION	C. QTY	D. UNIT	E. LABOR		F. MATERIAL (INCLUDING EQUIPMENT)		G. ESTIMATE (E 2 + F 2)
				1. UNIT COST	2. TOTAL (E.1 x C)	1. UNIT COST	2. TOTAL (F.1 x C)	
1	INCREASE							
2	Labor	128	Hour	\$92.50	\$11,840.00	\$0.00	\$0.00	\$11,840.00
3	non-hazardous waste disposal	10	CU.YDS	\$0.00	\$0.00	\$55.00	\$550.00	\$550.00
4	PPE	16	EA.	\$0.00	\$0.00	\$15.00	\$240.00	\$240.00
5	materials;	1	LS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6	poly sheeting	4	EA.	\$0.00	\$0.00	\$89.00	\$356.00	\$356.00
7	tape	12	rolls	\$0.00	\$0.00	\$5.50	\$66.00	\$66.00
8	bags	140	ea	\$0.00	\$0.00	\$1.10	\$154.00	\$154.00
9	New wallboard installation	0		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10	please see attached	0		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	includes painting of new wall board, up to 8' AFF	0		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12		0		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13		0		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14		0		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
15		0		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16		0		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
				0	\$0.00	\$0.00	\$0.00	\$0.00
SUBTOTALS (THIS SHEET)								\$13,206.00
OVERHEAD & PROFIT @ 15.00 %								\$1,980.90
SUBCONTRACTORS' SUBTOTAL:						\$16,800.00		\$840.00
SUBTOTAL								\$16,026.90
G.I. INSURANCE @ 13.3 %								\$2,131.58
SHEET TOTAL								\$18,158.48
GRAND TOTAL (LAST SHEET)								\$34,958.48

PREPARED BY: Boris Mirkin (Print Name) VP of Operations (Title)

(Signature) _____ (Date)

- NOTES:
- * Identify all items to be subcontracted with a star. Structures' Contractors to use CSI numbers and format.
 - Detailed back-up documentation, as required, must be available at the site for auditing purposes for all costs shown above.
 - Evidence of all insurance increases and subcontracted work must be submitted at time of payment.

WEST BABYLON UNION FREE SCHOOL DISTRICT

REGULAR MEETING - BOARD OF EDUCATION - TUESDAY - AUGUST 2, 2016

POLICY

- A. Board Review-Student Attendance (Second Time Discussion) (File:5100)
- B. Board Review-Homeless Children (First Time Reading) (File:5151)
- C. Board Review-Homeless Children-Regulations (Revision) (File:5151-R)

STUDENT ATTENDANCE

The Board of Education emphasizes raising standards for all students. The Board recognizes that regular school attendance is a major component of academic success. In recent years, the district has made progress in improving student attendance. Through implementation of this policy, the Board expects to [reduce the current level] minimize the number of unexcused absences, tardiness, and early departures (referred to in the policy as ATEDs) encourage full attendance by all students, maintain an adequate attendance record-keeping system, identify patterns of student absence and develop effective intervention strategies to improve school attendance.

Notice

To be successful in this endeavor, it is imperative that all members of the school community are aware of this policy, its purpose, procedures and the consequences of non-compliance. To ensure that students, parents, teachers and administrators are notified of and understand this policy, the following procedures shall be implemented.

Parents will receive a plain language summary of this policy [by mail] at the start of the school year. Parents will be asked to sign and return a statement indicating that they have read and understand the policy.

When a student cuts class or is absent without excuse, designated staff members will notify the student's parent(s) or guardian(s) and review the attendance procedures with them.

At the back-to-school event, held at the beginning of each school year, to emphasize that every day of attendance counts, parents will be provided an explanation of this policy, stressing the parent's role and responsibility for ensuring their children's attendance.

The district will provide a copy of the attendance policy and any amendments thereto to faculty and staff. New staff will receive a copy upon their employment.

Individual student attendance is available through the password protected parent portal.

All faculty and staff will meet at the beginning of each school year to review the attendance policy to clarify individual roles in its implementation.

Copies of this policy will also be made available to any community member, upon request.

The district will share this policy with local Child Protective Services (CPS) to ensure a common understanding of excused and unexcused *absence, tardy, early dismissal* (ATEDs) and to work toward identifying and addressing cases of educational neglect.

Excused and Unexcused Absences

Excused absences are defined as absences due to personal illness, illness or death in the family, impassable roads or weather, religious observance, quarantine, required court appearances, attendance at health clinics, approved college visits, approved cooperative work programs, school-sponsored events, or such other reasons as may be approved.

All other absences (e.g., class cuts, undocumented absences and tardiness, unapproved early departures) are considered unexcused absences.

All absences must be accounted for. It is the parent's responsibility to notify the school (Elementary: Nurse's Office; Secondary: Attendance Office) on the morning of the absence or tardiness and to provide a written excuse upon the student's return to school. Extended periods of illness will require medical documentation.

General Procedures/Data Collection

Attendance will be taken at the start of each school day.

The time and reason for late arrivals or early departures shall be recorded.

Attendance will be taken during each class period at the Junior High School and Senior High School *and for each subject area at the elementary schools*. At the conclusion of each class period or school day, all attendance information shall be compiled and provided to the appropriate individual(s) responsible for attendance. The nature of an absence (full day, class cut, early departure, late arrival) shall be coded on a

5100 (Cont'd)

student's record. Student absence/class cut data shall be available on the following school day and should be reviewed by appropriate school personnel.

A permanent record shall be recorded electronically in an attendance database. It will include: the student's name, date of birth, full name(s) of parent(s) or person(s) in parental relation, address where student resides, telephone number(s) for contacts, date of the student's enrollment, record of the student's attendance on each day of scheduled instruction, date the student withdraws or is dropped from enrollment (if applicable), and record of school absences.

Where additional information is received during a conference that requires corrections to be made to a student's attendance records, such correction will be made immediately. Notice of such a change will be sent to appropriate school personnel.

Attendance data will be analyzed periodically by the Building Principal to identify patterns or trends in student absences. If patterns emerge, district resources will be targeted to understand and eliminate barriers to attendance.

Continuous monitoring will be conducted to identify students who are absent, tardy, leave class early or are cutting class. A student will be considered chronically absent if they miss ten percent or more of the school year. Satisfactory attendance is missing five percent or less of school over the course of the year. If a pattern of ATEDs for an individual student is identified a designated staff person(s) will follow-up in accordance with this policy.

Attendance Incentives

The district will design and implement systems to acknowledge a student's efforts to maintain or improve school attendance. For example:

1. Individual recognition of students with perfect attendance on a monthly basis.
2. Monthly recognition of classes/homerooms with the best attendance at each school.
3. Certificates for students maintaining a full year of exemplary attendance.

Disciplinary Consequences

The following disciplinary consequences will be applied for all *secondary* students:

[For the first through sixth class cut or unexcused absence, an appropriate school staff member will counsel the student and contact the student's parents. The student will be assigned one day of in-school suspension for each incident. The student will also be suspended from extra-curricular activities on the day of the in-school suspension.]

At the seventh class cut or unexcused absence, a conference with the *student's guidance counselor* [principal or assistant principal] will be scheduled for the student and parent/*guardian*. The student and parent will be counseled regarding the attendance policy and the implications of poor attendance. [The student will be assigned a one day out-of-school suspension. The student will also be suspended from extra-curricular activities on the day of the out-of-school suspension].

[Students continuing to have class cuts or unexcused absences will receive an out-of-school suspension of one day for each class cut or unexcused absence for the eight through thirteenth incident. The student will also be suspended from extra-curricular activities on the day of the out-of-school suspension. An appropriate school staff member will counsel the student and contact the student's parents.]

[A principal's conference with the student and their parent will be scheduled for any student reaching the fourteenth class cut or unexcused absence.] *At the fourteenth class cut or unexcused absence, a conference with the principal or assistant principal will be scheduled for the student and parent/guardian.* The student and parent/*guardian* will be advised that the student will lose course credit if one additional class cut or *unexcused* absence occurs (this meeting will be held at the seventh class cut or unexcused absence if it occurs in a one-half year class). [A one day out-of-school suspension will be imposed. Additional days of out-of-school

suspension (up to five days), or referral to a Superintendent's Hearing may occur at the discretion of the principal].

[Students continuing to have class or unexcused absences will receive an out-of-school suspension of one day for each class cut or unexcused absence for the fifteenth and sixteenth incident. The student will also be suspended from extra-curricular activities on the day of out-of-school suspension. An appropriate school staff member will counsel the student and contact the student's parents.]

[A principal's conference with the student and their parent will be scheduled for any student reaching the seventeenth class cut or unexcused absence. The student and parent will be advised that the student will lose the privilege of attending summer school for this course if one additional class cut or absence occurs (this meeting will be held at the ninth class cut or unexcused absence if it occurs in a one-half year class). A one day out-of-school suspension will be imposed. Additional days of out-of-school suspension will be imposed. Additional days of out-of-school suspension (up to five days) or referral to a Superintendent's Hearing may occur at the discretion of the principal.

Students exceeding seventeen class cuts will be referred for out-of-school suspensions of one to five days or a Superintendent's Hearing at the principal's discretion.]

The following procedure will be applied for elementary students:

Parents of elementary students will be notified by telephone and/or letter of each unexcused absence. At the fifth, tenth, and fifteenth unexcused absence (and at each increment of ten unexcused absence beyond fifteen) a principal's conference will be scheduled with the parents. At this conference, the parents will be advised of the consequences of excessive absence and methods of improving attendance will be discussed. The principal will request the intervention of the district [social worker and/or] attendance official at the fifteenth absence (excused or unexcused, in any combination).

[Disciplinary sanctions for unexcused absences by elementary students will be addressed in accordance with the district's Code of Conduct. The district's Code of Conduct allows the following range of disciplinary sanctions to be imposed to discourage unexcused student absences, tardiness and early departure:

- Oral warning
- Written warning
- Written or oral notification to parent
- Detention
- Suspension from athletic participation
- Suspension from social or extra-curricular activities
- Suspension from other privileges
- In-school suspension
- Short-term suspension from school (five days or less)
- Long-term suspension from school (more than five days)]

In addition, the designated staff member will contact local Child Protective Services (CPS) if they suspect that the child is being educationally neglected. The designated staff member will provide CPS with the information necessary to initiate a report. If other staff members suspect education neglect, they must follow the procedures outlined in Board policy and regulation 5460, Child Abuse in a Domestic Setting, and advise the attendance officer.

Attendance/Grade Policy

The Board of Education recognizes an important relationship between class attendance and student performance. Therefore, each marking period a student's final grade will be based on classroom participation as well as student's performance on homework, tests, papers, projects, etc.

Students are expected to attend all scheduled classes. Consistent with the importance of classroom participation, any absence from class which is not made up shall result in the loss of points from the student's class participation grade for the marking period. Any student who misses a class is expected upon his or her return to consult with his/her teachers regarding missed work. If the absence is excused, the student may earn

his or her classroom participation grade by arranging with the teacher to cover the work missed and completing the assignment within the time frame designated by the teacher.

Only those students with excused absences will be given the opportunity to make up a test and/or turn in a late assignment for inclusion in the calculation of the performance portion of their final grade. Make-up opportunities must be completed by a date specified by the student's teacher for the class in question.

At the junior high school and high school level, any student with more than 8 (eight) unexcused absences in a one-half year course or 15 (fifteen) unexcused absences for a full year course will be denied credit for that course.

[Secondary students reaching 8 (eight unexcused absences in a one-half year course or 15 (fifteen) unexcused absences in a full year course will be allowed to continue attending the course. If they exceed 9 (nine) unexcused absences in a one-half year course or 18 (eighteen) unexcused absences in a full year class they forfeit the privilege of attending summer school for this subject area.

During summer school, secondary students will be allowed up to three absences – excused or unexcused before forfeiting credit for the course. Arriving more than 10 minutes late to a summer school class will be counted as ½ of an unexcused absence.]

Any elementary or junior high student who exceeds 30 (thirty) absences (in any combination of excused or unexcused absences) must be reviewed by the school's principal to determine if promotion is appropriate. Any high school student who exceeds 30 (thirty) absences (in any combination of excused or unexcused absences) in a course, must be reviewed by the school's principal to determine if course credit is appropriate.

Annual Review

The Board shall annually review building-level student attendance records and, if such records show a decline in student attendance, the Board shall revise this comprehensive attendance policy and make any revisions to the plan it deems necessary to improve student attendance.

Cross ref: 4710, Grading Systems
5300, Code of Conduct
5460, Child Abuse in a Domestic Setting

Ref: Education Law §§1709; 3024; 3025; 3202; 3205-3213; 3225
8 NYCRR §§104.1; 175.6
Social Service Law §34-a

Adoption date: 1/11/11

Reviewed: 8/20/15

HOMELESS CHILDREN

The Board of Education recognizes its responsibility to identify homeless children within the district, encourage their enrollment and eliminate existing barriers to their education which may exist in district practices. The Board will provide that homeless children attending the district's schools access to the same free and appropriate public education, including preschool education, as other children.

A homeless child is a child who lacks a fixed, regular, and adequate nighttime residence or who has a primary nighttime location in a public or private shelter designed to provide temporary living accommodations, or a place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings. This definition also includes a child who shares the housing of others due to loss of housing, economic hardship, or similar reason; lives in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; lives in a car, park, public space or abandoned building, substandard housing, bus or train station or similar setting; has been abandoned in a hospital or is awaiting foster care placement; or is a migratory child who qualifies as homeless.

A homeless child has the right to attend school in either the [district] *school of origin* (i.e., where he/she resided before becoming homeless *or the school he/she was last enrolled*), *the school in the district of current location* (i.e., where he/she currently resides as a result of his/her homelessness) *that he/she is entitled to attend based on attendance zone or general eligibility*, or a *school in a district participating in a regional placement plan. Such schools include preschools. The homeless child is entitled to attend the designated school on a tuition-free basis for the duration of his/her homelessness. If the child becomes permanently housed, the child is entitled to continue attendance in the same school building until the end of the school year and for one additional year if that year constitutes the child's terminal year in such building. If a homeless child completes the final grade level in his/her school of origin, the child may also attend the designated receiving school at the next grade level.*

The Superintendent of Schools shall develop procedures necessary to expedite the homeless child's access to the designated school. Such procedures shall include:

1. **Admission:** Upon designation, the district shall immediately admit the homeless child to school, even if the child is unable to produce records normally required for enrollment, such as previous academic records, medical *or immunization* records, proof of *age or* residency or other documentation and even if there is a dispute with the child's parents regarding school selection or enrollment. *During a dispute, the student may continue attending the school until final resolution of the dispute, including all available appeals.*

Homeless children will have the same opportunity as other children to enroll in and succeed in the district's schools. They will not be placed in separate schools or programs based on their status as homeless. *The district shall eliminate barriers to identification, enrollment and retention of homeless children, including barriers to enrollment and retention due to outstanding fees, fines and absences.*

2. **Transportation:** The district shall provide transportation for homeless students currently residing within the district as required by applicable law, *as described in the accompanying regulation.*
3. **School Records:** For homeless students attending school out of the district, the district shall, within five days of receipt of a request for records, forward a complete copy of the homeless child's records including proof of age, academic records, evaluation, immunization records and guardianship paper, if applicable. *For homeless students attending school in the district, the district shall request the student's records (academic, medical, etc.) from the school the student last attended.*
4. **Coordination:** *The district shall coordinate with local social service agencies and other entities providing services to homeless children and their families for the provision of services to homeless children, and shall coordinate with other school districts on issues of prompt identification, transportation, transfer of records, and other inter-district activities. This shall include ensuring the provision of appropriate services to homeless students with disabilities who are eligible for service under either Section 504 or IDEA.*

Information about a homeless child's living situation shall be treated as a student education record, and shall not be deemed to be directory information under FERPA (see policy 5500).

The Superintendent shall also designate a liaison for homeless children and ensure that this person is aware of his or her responsibilities under the law. *The Superintendent shall ensure that the liaison receives appropriate professional development on identifying and meeting the needs of homeless students, including the definitions of terms related to homelessness.* The liaison's responsibilities shall include, but not be limited to, ensuring that:

1. *parents of homeless children are informed of the educational and related opportunities available to [them] their children, and are provided with meaningful opportunities to participate in the education of their children; [including transportation;]*
2. *parents and guardians and unaccompanied youth are fully informed of all transportation services available to them;*
3. *enrollment disputes involving homeless children are promptly mediated and resolved;*
4. *school personnel through outreach and in coordination with shelters and social service agencies and other appropriate entities identify homeless children, including homeless preschoolers;*
5. *homeless children receive educational services, including Head Start and preschool services to which they are eligible, as well as referrals to health care and other appropriate services for homeless children and their families;*
6. *public notice of the educational rights of homeless children is disseminated in locations frequented by homeless unaccompanied youth and parents/guardians of homeless children, in a manner and form understandable to them.*
7. *staff who provide services to homeless students receive required professional development and support for identifying and meeting the needs of homeless students;*
8. *homeless unaccompanied youth are informed of their rights, are enrolled in school, and have opportunities to meet the same state standards set for all students, including receiving credit for full or partial coursework earned in a prior school pursuant to Commissioner's regulations.*

In accordance with law and regulation, the district will offer a prompt dispute resolution process (described in more detail in the accompanying regulation).

In accordance with Commissioner's regulations, the district shall collect and transmit to the Commissioner information necessary to assess the educational needs of homeless children within the State.

Ref: 42 USC §§11431, et seq.
School Enrollment Guidelines on the McKinney-Vento Act, 67 Fed. Reg. 10,697-10,701 (March 8, 2002)
Education Law §§207; 305; 3202; 3205; 3209
Executive Law §§532-b; 532-e
Social Services Law §§17; 62; 397
8 NYCRR §§100.2; 175.6

Adoption date: April 12, 2011

HOMELESS CHILDREN REGULATION

Each school in the district shall maintain forms provided by the Commissioner of Education for designating a homeless child's district of attendance. These forms must be provided to any homeless child or parent or guardian who seeks to enroll a child in school. The district's liaison for homeless students shall assist the homeless child and/or parent or guardian in understanding their rights under the law and provide them with information regarding the educational and related opportunities available to them.

School placement decisions for homeless children will be based on the "best interest of the child" *and shall consider student-centered factors such as the effect of mobility on student achievement, education, health and safety*. Unless doing so is contrary to the wishes of the child's parent or guardian, to the extent possible, a homeless child will continue to attend the school of origin (the school the child attended when he or she became homeless).

If the district wishes to send a homeless child to a school other than the school of origin or a school requested by the parent or guardian, the Superintendent or designee shall provide the parent or guardian (*or child, if an unaccompanied youth*), with a written explanation of its decision, together with a statement regarding the right to appeal the placement, [process] *which shall be in a manner and form understandable to them*. The Superintendent or designee shall refer any such dispute to the district's liaison for the homeless for resolution. The homeless child must be enrolled in the school sought by the parent or guardian pending *final* resolution of the dispute, *including all available appeals*.

Admission Procedures

Upon designation, the Superintendent of Schools or designee shall immediately:

1. review the designation form to ensure that it is complete;
2. admit the homeless child even if the child or his/her parent or guardian is unable to produce records normally required for enrollment or *the student has missed the application or enrollment deadlines, or there is an unresolved dispute regarding school selection or enrollment;*
3. where applicable, make a written request to the school district where a copy of the child's records are located for a copy of the homeless child's school records;
4. notify the liaison for homeless children of the child's admission. The liaison shall:
 - a. notify the child and/or the parent or guardian of the educational and related opportunities available to homeless children including transportation;
 - b. ensure that the child receives the educational services for which they are eligible, including Head Start and [Even] *Early Start* and preschool programs administered by the district;
 - c. make necessary referrals *for the homeless children or their families* to health care services, dental services, mental health services, *substance abuse services, housing services*, and other appropriate services; and
 - d. ensure that any enrollment disputes are mediated promptly and in accordance with law.
 - e. *when assisting unaccompanied youth in placement or enrollment decisions, give priority to the views of such youth, inform them of their status as "independent students" for purposes of applying for federal financial aid for college and assist with the process; and*
 - f. *assist in obtaining required immunizations, health screenings, immunization records or health records.*

The Superintendent or designee shall forward a copy of the designation form to the Commissioner of Education and the school district of origin where applicable.

Transportation

Unless the homeless child is entitled to transportation provided by the [Division for Youth or the] Department of Social Services or Office of Children and Family Services, the district shall provide transportation services to the child in accordance with applicable law. *A designated school district that must provide transportation to a homeless child is not required to provide transportation in excess of 50 miles one way, unless the Commissioner of Education determines that is in the best interest of the child.*

Transportation must be provided when the district receives notice of a child's homeless status, as well as during the pendency of disputes. If a child is receiving transportation to his/her school or origin and obtains permanent housing during the school year, the student has the right to continued transportation services to the school of origin until the end of the academic year, as well as if the student completes the final grade level in a building, or attends the designated receiving school at the next level.

Dispute Resolution Process

If, after the Superintendent reviews the designation form (STAC-202), he/she finds that the student is either not homeless, not entitled to attend the district's school, or not entitled to transportation (if requested) the Superintendent or designee will do the following:

- 1. Contact the district's homeless liaison to assist in dispute resolution process.*
- 2. Contact the student and parent (if available) and inform them of their opportunity to provide more information prior to the district making a final determination.*

If, after consideration of any additional information and input from the homeless liaison, the Superintendent makes a final determination that a student is not homeless, or not entitled to enrollment or transportation, he/she must provide the student's parent or guardian, or the student, if the student is an unaccompanied youth, with written notice that the student is not entitled to their request. This written notice must also:

- 1. state the rationale/basis for the district's determination;*
- 2. state the date as of which the student will be excluded from the district's schools (or transportation);*
- 3. advise that the district's final determination may be appealed to the Commissioner of Education (Commissioner);*
- 4. provide the name and contact information for the district's homeless liaison;*
- 5. inform the student's parent or guardian or the student, if the student is an unaccompanied youth, that the district's homeless liaison is required to assist him/her in filing such an appeal; and*
- 6. include, as an attachment, the form needed to file an appeal to the Commissioner.*

The Superintendent must ensure that the district's final decision is delivered to the parent, guardian, or unaccompanied youth in a timely manner. The student must remain enrolled and provided with transportation (if requested) until the district makes a final determination and for a minimum of 30 days after the determination to give the student's parent or guardian or unaccompanied youth the opportunity to appeal to the Commissioner.

If the parent/guardian or student commences an appeal to the Commissioner within 30 days of the final determination, the homeless child or youth will be permitted to continue to attend the school s/he is enrolled in at the time of the appeal and/or receive transportation to that school until the Commissioner renders a decision.

Promulgated: April 12, 2011