

WEST BABYLON UNION FREE SCHOOL DISTRICT
WEST BABYLON, NEW YORK
REGULAR MEETING
BOARD OF EDUCATION
BOARD ROOM - ADMINISTRATION BUILDING
TUESDAY – JUNE 11, 2013
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

[7:00 P.M. - Meeting Convenes Followed by Student Presentation(s) and/or Executive Session]

[8:00 P.M. - Public Session Resumes Beginning with Item #3]

3. Approval of minutes of previous meeting(s):

Regular Meeting:	May 22, 2013
Special Meeting:	May 30, 2013
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
12. Business Agenda [****Consent Agenda Items**]
 - A. **BOARD OF EDUCATION**
 - ** (R) Approval of Plainview-Old Bethpage Central School District to provide Special Education Services to West Babylon School District Resident Students during the Summer of 2013 (Res. #BE-1)
 - ** (R) Approval of South Huntington School District to provide Health Services to West Babylon School District Resident Students during the 2012-2013 School Year (Res. #BE-2)
 - ** (R) Approval of the Summit School at Nyack Instruction Contract for Special Education Services, during the 2012-2013/2013-2014 School Years, for West Babylon School District Resident Students (Res. #BE-3)
 - ** (R) Waiver of Use of Facilities Fees (Res. #BE-4)
 - ** (R) Affordable Care Act Resolutions (Res. #BE-5 through Res. #BE-6)

B. PERSONNEL

- ** (R) 12-P-20 Professional Personnel
- ** (R) 12-C-20 Civil Service Personnel (Res. #PE-1)

C. FINANCE

- ** (R) Budget Transfers (Res. #FI-1 through Res. #FI-3)
- ** (R) Appropriation and Transfer of Funds (Res. #FI-4 through Res. #FI-5)
- ** (R) Approval of Extension Renewal of RFP#12-01P, for Tutorial and Special Educations Services, for the 2013-2014 School Year (Res. #FI-6)
- ** (R) Designation of 2012-2013 Non-Calendar Religious Holidays (Res. #FI-7)
- ** (R) Award of Bid (Res. #FI-8)

13. Policy Review:

- A. Board Review-Interscholastic Athletics (Includes Athletic Selection/Classification) (First Time Reading) (File:5280)
- B. Board Review-Selection/Classification for Interscholastic Athletics (Deletion-incorporated into File:5280) (File:5281)
- C. Board Review-Student Health Services (First Time Reading) (File:5420)
- D. Board Review-Student Health Services-Regulation (Revision) (File:5420-R)

14. Board of Education Committee Reports: Curriculum Committee

15. Old Business

16. New Business

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 11:00 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

Date	Residents' Questions	Responses
May 22, 2013	-----	-----
May 7, 2013	-----	-----
April 23, 2013	-----	-----
April 9, 2013	-----	-----
March 12, 2013	-----	-----
February 26, 2013	What is the status of the Varsity football coach?	The resident referred to our district not being represented at the Section XI meetings regarding football. There were two meetings. Mr. Spinelli was in attendance at one of the meetings at the time of our February 26 th Board meeting. There was a meeting prior at which he was not in attendance. Mr. Spinelli did, however, submit all of the required student athlete information the very next day. According to Mr. Spinelli, the weight room is open for student athletes conditioning for football. The athletes are supervised and have a prepared workout regime to follow. Mr. Cacciola reported that the varsity football coach will be appointed on March 12 th .
February 12, 2013	-----	-----
January 22, 2013	-----	-----
January 8, 2013	-----	-----
December 11, 2012	-----	-----
November 27, 2012	-----	-----
November 13, 2012	-----	-----
October 30, 2012	Meeting cancelled due to SuperStorm Sandy	Meeting cancelled due to SuperStorm Sandy
October 11, 2012	-----	-----
September 24, 2012	Why are certain athletic teams having to wait to be taken home instead of the district providing a second bus to return the students to school?	Mr. Cacciola reviewed the request, to bring the first team home, with the Superintendent's Management Team. The district can make the accommodation for districts within close proximity to West Babylon as determined by Mr. Bianco.

Continued

Follow-Up to Residents' Unanswered Questions

Date	Residents' Questions	Responses
<p>September 11, 2012</p>	<p>Re: Boys Varsity Soccer Team</p> <p>1. The Varsity team did not have game balls.</p> <p>2. The Varsity team does not have use of a field for Friday's game (9/14/12).</p> <p>3. The team does not have uniforms.</p>	<p>Per Mr. Anthony Spinelli, Director of Health, Physical Education & Athletics:</p> <p>1. An order is being placed on 9/12/12 for four game balls. These are scheduled to arrive ASAP. Game balls will be available for Friday's game (9/14/12).</p> <p>2a. As part of our long range field renovation program to improve the quality of the fields, our children play on, fields need to be closed for reconditioning purposes and to allow the turf to develop. We have worked out a tentative multi-year approach which impacts different teams at different times and will eventually allow all teams the fortitude to play on a good field.</p> <p>2b. In response to the closing of one field at the high school, we have set up a practice field at Tooker Avenue School and carefully arranged all games for the high school boys and girls program to avoid conflicts. In the event of inclement weather forcing us to play on the next available day, we are prepared to utilize the field inside the track, located at the Junior High School, as a back up.</p> <p>2c. Games will be played at either the High School or the turf field at Our Lady of Grace.</p> <p>2d. Specifically, this Friday's game (9/14/12) will be played at the High School.</p> <p>3a. It was recently brought to my attention that there are not a sufficient number of Varsity uniforms. I am in the process of investigating.</p> <p>3b. Until the uniform issue is resolved, the team will be wearing West Babylon blue uniforms for Friday's game (9/14/12).</p>
<p>August 28, 2012</p>	<p>-----</p>	<p>-----</p>
<p>August 14, 2012</p>	<p>-----</p>	<p>-----</p>
<p>July 26, 2012</p>	<p>-----</p>	<p>-----</p>
<p>July 10, 2012</p>	<p>-----</p>	<p>-----</p>

WEST BABYLON UNION FREE SCHOOL DISTRICT
WEST BABYLON, NEW YORK
REGULAR MEETING
BOARD OF EDUCATION
BOARD ROOM - ADMINISTRATION BUILDING
TUESDAY – JUNE 11, 2013
RESOLUTIONS

BOARD OF EDUCATION

****#BE-1**

RESOLVED: that the West Babylon Board of Education approves the following school district to provide special education services, during the summer of 2013 (from July 1, 2013 through August 9, 2013), to West Babylon School District resident students:

Plainview-Old Bethpage Central School District

****#BE-2**

RESOLVED: that the West Babylon Board of Education approves the following school district to provide health services, during the 2012-2013 school year, to West Babylon School District resident students:

South Huntington Union Free School District

****#BE-3**

RESOLVED: that the West Babylon Board of Education approves the following private school instruction contract, for special education services, during the 2012-2013/2013-2014 school years, to West Babylon School District resident students:

Summit School at Nyack

The 2012-2013 school year contract began on April 11, 2013. The 2013-2014 school year contract will begin on July 1, 2013.

****#BE-4**

RESOLVED: that the West Babylon Board of Education waives the use of facilities fees for the Eagle Sports and Recreation Camp. The camp is open to West Babylon students entering Grades 1-6 and will operate from July 15-19 through July 22-26 (8:30 am-11:30 am).

****#BE-5**

WHEREAS, the Patient Protection and Affordable Care Act requires the West Babylon School District to determine full-time status of ongoing employees in order to establish eligibility for health insurance coverage; and

WHEREAS, eligibility must be determined prior to the start of the health plan year in 2014; and

WHEREAS, the proposed regulations under the Patient Protection and Affordable Care Act allow for look-back measurement periods to be used for ongoing employees to determine whether an employee is a full-time employee; and

WHEREAS, the West Babylon School District desires to establish a look-back standard measurement period, administrative period and stability period for its ongoing employees; and

WHEREAS, the West Babylon School District provides a health plan and is a participating municipality under the New York State Health Insurance Program (NYSHIP); and

WHEREAS, the West Babylon School District's health plan year is a calendar year which runs from January 1, 2014 to December 31, 2014; and

NOW THEREFORE, BE IT RESOLVED, that the standard measurement period for ongoing employees shall be a period of six months to be measured from June 1, 2013 to November 30, 2013; and

BE IT FURTHER RESOLVED, that the administrative period for ongoing employees shall be a period of 31 days to be measured from December 1, 2013 to December 31, 2013; and

BE IT FURTHER RESOLVED, that the stability period for ongoing employees, determined to have averaged at least 30 hours of service per week during the standard measurement period, shall be a period of six months to begin immediately after the administrative period on January 1, 2014 and to continue until June 30, 2014; and

BE IT FURTHER RESOLVED, that the stability period for ongoing employees, determined not to have averaged 30 hours or more per week during the standard measurement period, shall be a period of 6 months to begin immediately after the administrative period on January 1, 2014 and continue until June 30, 2014.

****#BE-6**

WHEREAS, the Patient Protection and Affordable Care Act requires the West Babylon School District to determine full-time status of new variable hour employees in order to establish eligibility for health insurance coverage; and

WHEREAS, the proposed regulations under the Patient Protection and Affordable Care Act allow for look-back measurement periods to be used for new variable hour employees to determine whether an employee is a full-time employee; and

WHEREAS, the West Babylon School District desires to establish a look-back initial measurement period, administrative period and stability period for its new variable hour employees; and

Continued.....

WHEREAS, the West Babylon School District provides a health plan and is a participating municipality under the New York State Health Insurance Program (NYSHIP); and

WHEREAS, the West Babylon School District's health plan year is a calendar year which runs from January 1, 2014 to December 31, 2014; and

NOW THEREFORE, BE IT RESOLVED, that the initial measurement period for new variable hour employees shall be a period of six months which shall begin the first day of the first month following the employee's start date; and

BE IT FURTHER RESOLVED, that the administrative period for new variable hour employees shall be a period of 30 days to begin immediately after the end of the initial measurement period; and

BE IT FURTHER RESOLVED, that the stability period for new variable hour employees, determined to have averaged at least 30 hours of service per week during the initial measurement period, shall be a period of six months to begin immediately after the administrative period; and

BE IT FURTHER RESOLVED, that the stability period for new variable hour employees, determined not to have averaged 30 hours or more per week during the initial measurement period, shall be a period of six months to begin immediately after the administrative period.

PERSONNEL

**#PE-1

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

<u>12-P-20</u>	Professional Personnel
<u>12-C-20</u>	Civil Service Personnel

FINANCE

****#FI-1**

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>
A2816.4490	District Test Scoring	\$26,368.72	
A1670.4490	Outside Printing	\$ 6,700.00	
A1310.4490	Business Office Professional Services-School Aid Specialist Fee		\$33,068.72

****#FI-2**

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>
A9060.8000	Health Insurance	\$106,000.00	
A2630.4900	BOCES Services - Electronic Time & Attendance Management Software, Devices, Training, Maintenance, Support and Implementation		\$106,000.00
A2110.1600	Teacher Aides/Sub Salaries	\$ 50,000.00	
A2250.1601	Special Education Aides Year End Salary Reconciliation		\$ 50,000.00

****#FI-3**

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>
A2110.1310	Salary Adjustments & New Hires	\$193,554.60	
A2110.1200	Teacher Salaries K-6		\$ 65,211.00
A2110.1300	Teacher Salaries 7-12		\$101,433.60
A2250.1500	Special Education Salaries		\$ 8,656.00
A2810.1500	Guidance Counselors' Salaries Salary Adjustments as Board approved-10/30/12		\$ 18,254.00

****#FI-4**

RESOLVED: that the West Babylon Board of Education authorizes an appropriation and transfer of funds in an amount not to exceed \$250,000 from the Retirement Contribution Reserve Fund, to be used for the payment of 2012-2013 New York State and Local Employees Retirement System expenditures. This reserve was previously authorized in accordance with New York General Municipal Law §6-r.

****#FI-5**

RESOLVED: that the West Babylon Board of Education authorizes an appropriation and transfer of funds in an amount not to exceed \$400,000 from the Employee Benefit Accrued Liability Reserve Fund, to be used for the cash payment of the monetary value of accumulated or accrued and unused sick leave and/or vacation leave due to employees who retire from the District during the 2012-2013 fiscal year. This reserve was previously authorized in accordance with New York General Municipal Law §6-p.

BE IT FURTHER RESOLVED: that the West Babylon Board of Education authorizes these funds to be added to the current 2012-2013 Budget by increasing the appropriation to A2020.1661 (Non-Instructional Vacation/Sick Pay) and A2110.1560 (Instructional Retiree Sick Pay) for a total amount not to exceed \$400,000 from the Employee Benefit Accrued Liability Reserve Fund.

****#FI-6**

RESOLVED: that the West Babylon Board of Education approves an extension renewal of RFP #12-01P for tutorial and special education services for students, Western Suffolk BOCES and Component School Districts. The extension of the contract will be from July 1, 2013 through June 30, 2014.

****#FI-7**

RESOLVED: that the following dates be designated as non-calendar religious holidays for the 2012-2013 school year:

Dasera	10/24/12
Waqf al Arafa-Hajj Day	10/25/12
Yule	11/21/12
Day of the Covenant	11/26/12
St. Andrew's Day	11/30/12
St. Nicholas Day	12/6/12
World Religion Day	1/15/13
Mawlid an Nabi	1/24/13
Nirvana Day	2/14/13
Vasant Panchami	2/15/13
St. David of Wales	3/1/13
Clean Monday-Lent begins	3/18/13
St. Joseph's Day	3/19/13
Norouz (New Year)	3/21/13
Hindu New Year	4/11/13
Yom Ha' Atzmaut	4/15/13
Mahavir Jayanti	4/25/13
Twelfth Day of Ridvan	5/2/13
Our Lady of Grace-Confirmation	5/15/13
Ascension of Bah'u'llah	5/29/13

****#FI-8**

RESOLVED: that Bid OB-163-13, for obsolete equipment and books, as attached, be awarded as follows:

Special Education:	Ms. Tammy Roger
Technology:	Mr. Eugene Johnson, IV

WEST BABYLON UNION FREE SCHOOL DISTRICT

REGULAR MEETING - BOARD OF EDUCATION - TUESDAY - JUNE 11, 2013

PERSONNEL

(R) Schedules: 12-P-20 Professional Personnel
 12-C-20 Civil Service Personnel



PROFESSIONAL PERSONNEL SCHEDULE

I. Professional Personnel Schedule 12-P-20

- A. Family Medical Leaves
- B. Probationary Appointments
- C. S.A.T. Proctors
- D. Alternative Evening High School/Substitute
- E. Math Regents Review Sessions/HS
- F. 2013 Summer School
- G. 2013 Summer Adult Education
- H. 2012-2013 P.A.C .Technician
- I. 2013-2014 Driver Education Instructor
- J. 2013-2014 AP Facilitator
- K. 2013-2014 Adult Education
- L. 2013-2014 B.E.T. Members
- M. 2013-2014 Annual Appointments
- N. 2013-2014 Clubs & Advisors

CIVIL SERVICE PERSONNEL SCHEDULE

II. Civil Service Personnel Schedule 12-C-20

- A. LOA-Date Change
- B. Resignation/Retirements
- C. LOA Returnee
- D. Probationary Appointments
- E. 2012-2013 Per Diem Substitute

SCHEDULE 12-P-20 Professional Personnel Schedule

Date of Meeting: June 11, 2013

Page 1 of 14 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Kaiser, Joan	Speech Tchr.	FA		4/1/13 -	Family Medical Leave
Egan, Julie	Elementary Tchr.	FA		5/24/13 -	Family Medical Leave
Shah, Krista	Elementary Tchr.	FA	Step A-8-1/ \$65,820.	9/1/13	Probationary Appt. [certs: Early Child. Ed. B-2, Childhood Ed. 1-6]
Seibert, Kaitlyn	Elementary Tchr.	FA	Step A-1-1/ \$48,396.	9/1/13	Probationary Appt. [certs: Early Child. Ed. B-2 Childhood Ed. 1-6]
Hornstein, Jaclyn	Art Tchr.	JH	Step A-5-1/ \$58,076.	9/1/13	Probationary Appt. [cert: K-12 Visual Arts]
Duncan, Justine	School Psychologist	SA	Step A-5-1/ \$58,076.	9/1/13	Probationary Appt. [cert: School Psychologist]

SCHEDULE 12-P-20 Professional Personnel Schedule

Date of Meeting: June 11, 2013

Page 2 of 14 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
McCaslin, Craig	Technology Tchr.	JH	Step A-1-1/ \$48,396.	9/1/13	Probationary Appt. [cert: Technology]
S.A.T. Proctors:		HS	\$22.13/hr.	6/1/13	
Powers, Daniel					4 hrs.
Simone, Linda					4.5 hrs.
Shaffer, Donna					5 hrs.
Carson, Jeffrey					5.5 hrs.
Heaton, Bryan					5.5 hrs.
Heaton, Elise					5.5 hrs.
Powers, Brian					5.5 hrs.
Amaya-Valasquez, Idalia					6 hrs.
Borgo, Danielle					6 hrs.
Fealey, Miranda					6 hrs.
Goodwin, Deborah					6 hrs.
Iaquinto, Christine					6 hrs.
Kohler, Amy					6 hrs.
McArdle, Patrick					6 hrs.
Mucaria, Donna					6 hrs.
Ruiz, Lawrence					6 hrs.
Weis, Danielle					6 hrs.
Montalvo, Andrea					9 hrs.
Montalvo, Christina	Test Supervisor				9 hrs.
Alternative Evening High School:			\$34.85/hr.	2012-2013	
Ferretti, Heather	U.S. History				[substitute]
Mathematics Regents Review Sessions:		HS	\$36.59/hr.	6/6/13, 6/11/13, 6/13/13	
Brennan, Ellen	Geometry				Up to 1.5 hrs.

SCHEDULE 12-P-20 Professional Personnel Schedule

Date of Meeting: June 11, 2013

Page 3 of 14 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
------	----------	-----------------	-----------------	------------------	----------

Grades 6 - 8 General Ed. Summer School: July 8 - August 12, 2013*

*Contingent, pending NYSED approval and sufficient enrollment (Mon. - Thurs./2 hrs. 10 min./section/day/21 days)

McGrath, Steven	Language Arts - Social Studies (Grade 6)		\$2,073./section	1 section	[repl. N. White]
-----------------	--	--	------------------	-----------	------------------

Regents Preparation Course Instructor:

McKenna, Theresa	Earth Science		\$45.56/hr.	8/1/13	[repl. A. Mendoza]
------------------	---------------	--	-------------	--------	--------------------

Regents Exams Proctors/Graders:

Borgo, Danielle			\$45.56/hr.	8/13/13, 8/14/13	
Losito, Christopher					
McKenna, Theresa					

Grades 9-12 General Ed. Summer School Correction:

Marcin-D'Angelo, Allison	Guidance Counselor		\$45.56/hr.	4 hrs./day	15 days
--------------------------	--------------------	--	-------------	------------	---------

Special Education Summer School - July 8 - August 16, 2013 (Mon. - Fri./5 hrs./day/30 days)*

*Contingent, pending NYSED approval and sufficient enrollment

Wendy, Saar	Speech		\$6,834.		30 days
-------------	--------	--	----------	--	---------

Per Diem Substitute:

Teacher			\$45.56/hr.	Summer, 2013	
Teaching Assistant			\$27.34/hr.		

Febbraro, Nancy

SCHEDULE 12-P-20 Professional Personnel Schedule

Date of Meeting: June 11, 2013

Page 4 of 14 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
------	----------	-----------------	-----------------	------------------	----------

Adult Education:

Moore, Robert	Director	HS	\$1,440./session	Summer, 2013	
---------------	----------	----	------------------	--------------	--

Adult Education Instructors:

Crichton, Kim	Pilates Iyengar Yoga Qigong (Chee Gung)	HS	\$25./hr.	Summer, 2013	
Axelson, Gregory	Adult Fitness Program				
Powers, Joseph	Introduction to Guitar				
Merkler, Cynthia	Zumba				
Bianco, Maureen	Line Dancing: It's Not Just Country Anymore				

Adult Education Consultants:

Greco, Lindo	Defensive Driving		\$28./person		
Creative Voice	Getting Paid to Talk		\$87.50/night		
Notary Public Central, Inc.	Notary Public Course		\$50./person		
	Notary Signing Agent Course		\$50./person		

PAC Technician:

*Guarino, Thomas			\$35./hr.	2012-2013	
------------------	--	--	-----------	-----------	--

Driver Education:

Perrone, Karen	Instructor	HS	\$1,428./section	2013-2014	
----------------	------------	----	------------------	-----------	--

AP Facilitator:

Gilbert, Beth		HS	\$35./hr.	2013-2014 40 weeks	BOCES Virtual AP Grant [up to 4 hrs/wk]
---------------	--	----	-----------	-----------------------	--

*Emergency Conditional Appointment

SCHEDULE 12-P-20 Professional Personnel Schedule

Date of Meeting: June 11, 2013

Page 5 of 14 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
------	----------	-----------------	-----------------	------------------	----------

Adult Education:

Moore, Robert	Director		\$3,600./session	2013-2014	
---------------	----------	--	------------------	-----------	--

Adult Education Instructors:

			\$25./hr.	Fall, 2013	
Axelson, Gregory	Adult Fitness Program				
Enriquez, Jonathan	Adult Fitness Program/Substitute				
Baez, Rosalis	Spanish for Beginners				
Bionco, Maureen	Line Dancing: It's Not Just Country Anymore				
Crichton, Kim	Pilates				
	Iyengar Yoga				
	Qigong (Chee Gung)				
Dunlop, Kyle	Smart Phones and Social Media				
	Introduction to Microsoft Word				
	Introduction to Microsoft Excel				
LeClaire, Kathleen	Painting for Beginners or Those Who Wish to Refresh Their Skills				
Macinick, Cara	Healing from the Kitchen - Part I & II				
	Colors, Crystals, and Charkas - Part I & II				
	Hearts in Harmony				
Gorman, Bridget	Italian				
Powers, Joseph	Introduction to Guitar				
Merkler, Cynthia	Zumba				
	Zumba Gold				
	Zumba Toning				
Loggia, Christina	The Passion Test				
Miragliotta, Frank	Basics of Picture Framing				
	Intermediate Mat-Cutting and the Art of Restoration				
	Learn Digital Photography - Part I & II				

SCHEDULE 12-P-20 Professional Personnel Schedule

Date of Meeting: June 11, 2013

Page 6 of 14 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Adult Education Consultants:				Fall, 2013	
The Baking Coach	Homemade Pasta and Pizza Dough		\$10./person		
	Cupcake Decorating Workshop		\$10./person		
	Basic Pie Making		\$10./person		
	How to Plan a Cocktail Party		\$10./person		
	Fabulous Desserts on a Budget		\$10./person		
Cottral, Steve	America's Boating Course		\$35./person		[U.S. Coast Guard Auxiliary]
Notary Public Central,	Notary Public Course		\$50./person		
	Notary Signing Agent Course		\$50./person		
Greco, Linda	Suffolk Safety - Defensive Driving		\$28./person		
Hirschfield, Martin	Defensive Driving		\$30./person		
Creative Voice	Getting Paid to Talk		\$87.50/night		
Zalewski, Erik	Adult, Child and Infant CPR/AED		\$45./person		[Have Dummy Will Travel]
	CPR for Prof/Healthcare Providers		\$45./person		
	Basic First Aid		\$45./person		
	Pet First Aid and Disaster Preparedness		\$45./person		
Kotch, Dennis	Writer's Workshop for Aspiring Authors		\$100./night		
Adult Education Volunteer Instructors:				Fall, 2013	
Kass, Steven	Elder Law and Estate Planning		-\$0.-		
	Special Needs Planning				
Bergmann, Ira	The "10" Roadblocks to a Carefree Retirement				
	Income and Asset Conservation				
Esposito, Jan & Tony	How to Pay for College Without Going Broke				
Danaher, Meg	Taking Guess Work Out of SSI Benefits				
Espinoza, Shirley, DC	Lick the Sugar Habit				
	Tummy Troubles				
	Nutrition Nature's Way				
Caramico, Jake	Money-It's Not How Much You Make, It's How Much You Keep				

SCHEDULE 12-P-20 Professional Personnel Schedule

Date of Meeting: June 11, 2013

Page 7 of 14 pages.

=====

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
------	----------	-----------------	-----------------	------------------	----------

=====

Building Effectiveness Team Members:

2013-2014
(after school and summer)

STLE Grant

Forest Avenue

Bergmann, Jennifer			\$83.69/hr.		
Christie, Diane			\$90.34/hr.		
Lynch, Jaclyn			\$70.38/hr.		
Miccio, Therese			\$81.47/hr.		

John F. Kennedy

Flynn, Ann			\$85.91/hr.		
Giorgianni, Allison			\$88.13/hr.		
Hoppe, Liso			\$98.42/hr.		
Shay, Meghan			\$81.47/hr.		

Santapogue

Fitzgerald, Jeanne			\$98.42/hr.		
Heller, Rebecca			\$68.16/hr.		
Kormas, Marianne			\$81.47/hr.		
Turano, Nancy			\$98.42/hr.		

South Bay

Castelli, Erin			\$88.13/hr.		
Chiquitucto, Alison			\$85.91/hr.		
Fazio, Hillary			\$98.42/hr.		
Ross, Michelle			\$90.34/hr.		

Tooker Avenue

Alberts, Susan			\$98.42/hr.		
Gottlieb, Susan			\$81.47/hr.		
Kalinowski, Barbara			\$90.34/hr.		
Murray, Kathleen			\$98.42/hr.		

SCHEDULE 12-P-20 Professional Personnel Schedule

Date of Meeting: June 11, 2013

Page 8 of 14 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
------	----------	-----------------	-----------------	------------------	----------

Building Effectiveness Team Members:

2013-2014
(after school and summer)

STLE Grant

Junior High School

Augustine, Janine			\$98.42/hr.		
Brower-Cohen, Christine			\$82.28/hr.		
Benvenuto, Charles			\$81.47/hr.		
Carrozzo, Diane			\$83.69/hr.		
Rodgers, Ion			\$94.83/hr.		
Theo, Harry			\$90.34/hr.		

Senior High School

Jabour, Lynette			\$88.13/hr.		
Jonasson, Christopher			\$61.10/hr.		
Losito, Christopher			\$88.13/hr.		
Kelly, Barbara			\$98.42/hr.		
Romeo, Marta			\$83.69/hr.		

Chairpeople:

\$5,191. 2013-2014

Doran, William	Art & Music (K-8)				
Kelly, Barbara	Art & Music (9-12)				
Benvenuto, Charles	English & Social Studies (6-8)				
McGrath, Donna	English & Social Studies (9-12)				
Coleman, Therese	Foreign Language (6-12)				
Theo, Harry	Math & Science (6-8)				
Neville, Patricia	Math & Science (9-12)				
Richert, Danielle	Physical Education & Health (6-12)				
Leonbruno, Thomas	Special Education (6-8)				
Thiel, Elizabeth	Special Education (9-12)				

Chairpeople:

\$4,686. 2013-2014

Perillo, Anthony	FACS & Technology (6-8)				
Reilly-Johnson, Katharine	Business Education, Technology & FACS (9-12)				
Robinson, Alice	Library Media (K-12)				

SCHEDULE 12-P-20 Professional Personnel Schedule

Date of Meeting: June 11, 2013

Page 9 of 14 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
<u>Administrative Assistants:</u>					
Rodgers, Ian		JH	\$3,676.	2013-2014	
Bauer, Scott		HS			
<u>Cluster Leaders:</u>					
Cipparulo, Roselyn		JH	\$2,346.	2013-2014	
Delaney, Kevin					
Powers, Julia					
<u>Alternative Evening and High School Suspension Program:</u>					
Snyder, Scott	Director		\$8,600.	2013-2014	
Losito, Christopher	Asst. Director		\$5,900.		
<u>PAC Coordinators:</u>					
Barone, Joseph		HS	\$4,000.	2013-2014	
Kelly, Barbara					
<u>Copy Center:</u>					
DeSimone, Gerard	Student Advisor	HS	\$2,400.	2013-2014	
<u>S.A.I.L. Program Mentors:</u>					
O'Neill, Margaret		JH	\$7,035.	2013-2014	
Powers, Julia					
Graziosa, Sonnya					

SCHEDULE 12-P-20 Professional Personnel Schedule

Date of Meeting: June 11, 2013

Page 10 of 14 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
<u>Elementary Clubs & Advisors:</u>				2013-2014	
<u>Forest Avenue</u>					
Graziosa, Sonnya	Computer Club		\$506.		
Christie, Diane	Math Olympiads		\$366.		
Felice, Bryan	Safety Patrol		\$506.		
Kahler, Timothy	Student Council		\$253.		
Riccio, Denise	"		\$253.		
Francisco, Andrea	Technology Advisor		\$1,454.		
<u>John F. Kennedy</u>					
Morris, Deborah	Computer Club		\$506.		
Giorgianni, Allison	Math Olympiads		\$366.		
Shannon, Patricia	Safety Patrol		\$506.		
Thompson, Maura	Student Council		\$506.		
Grace-Nizich, Cara	Technology Advisor		\$1,454.		
<u>Santapogue</u>					
Morris, Megan	Computer Club		\$506.		
Iliou, Athena	Math Olympiads		\$366.		
Fitzgerald, Jeanne	Safety Patrol		\$506.		
Soldana, Susan	Student Council		\$506.		
Lynch, Maria	Technology Advisor		\$1,454.		
<u>South Bay</u>					
Febbraro, Nancy	Computer Club		\$506.		
Szypula, Jaime	Math Olympiads		\$366.		
Szypula, Jaime	Safety Patrol		\$506.		
LoSardo, Deborah	Student Council		\$506.		
Chiquitucto, Alison	Technology Advisor		\$1,454.		
<u>Tooker Avenue</u>					
Murray, Kathleen	Computer Club		\$506.		
Bedford, Paula	Math Olympiads		\$366.		
Dunn, Kathleen	Safety Patrol		\$506.		
Christiansen, Debra	Student Council		\$506.		
Squicciarini, Patricia	Technology Advisor		\$1,454.		

SCHEDULE 12-P-20 Professional Personnel Schedule

Date of Meeting: June 11, 2013

Page 11 of 14 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
------	----------	-----------------	-----------------	------------------	----------

Clubs & Advisors:

		JH		2013-2014	
LaRocco, Caitlin	Art Club Gr. 6		\$1,152.		
LaRocco, Caitlin	Art Club Gr. 7 & 8		\$1,152.		
O'Neill, Margaret	Class Advisor Gr. 6		\$1,686.		
Augustine, Janine	Class Advisor Gr. 7		\$1,686.		
Craig, Karol	Class Advisor Gr. 8		\$1,700.		
Zemba, Lorraine	Community Service		\$1,152.		
Powers, Julia	Computer Club		\$1,152.		
Kohler, Amy	Critics Club		\$1,152.		
TBD	Drama Club		\$1,700.		
TBD	Dramatics Asst.		\$1,152.		
Hirsch, Malcolm	Peer Advisory		\$1,152.		
TBD	Jazz Band Gr. 6		\$2,089.		
Butler, Kenneth	Jazz Band Gr. 7		\$2,089.		
Gimberlein, Nicholas	Jazz Band Gr. 8		\$2,089.		
Dell'Isola, Robert	Mathletes		\$1,152.		
TBD	Music Director		\$1,296.		
Carrozzo, Diane	Newspaper		\$2,330.		
Limperatos, Tara	NJHS		\$1,152.		
Powers, Julia	Robotics Club		\$1,152.		
Kronenbitter, Linda	Science Olympiad		\$576.		
O'Neill, Margaret	"		\$576.		
Moran, Eileen	Student Council		\$3,223.		
Tharschmidt, Joanne	Yearbook Club		\$1,014.		
Tameo, Jennifer	"		\$1,014.		

Morning Challenge:

		JH	\$36.86/hr.	2013-2014	
Benvenuto, Charles					
Horstmann, Thomas					

SCHEDULE 12-P-20 Professional Personnel Schedule

Date of Meeting: June 11, 2013

Page 12 of 14 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Clubs & Advisors:		HS		2013-2014	
Bodolai, Erin	Art		\$1,152.		
DiStefano, Adrienne	Art Honor Society		\$1,152.		
Cafiero, MaryAnn	Blue & Gold		\$4,437.		
Korchma, Heather	Blue & Gold		\$4,437.		
Hearns, Gabrielle	Blue & Gold		\$4,437.		
Barone, Joseph	Broadcasters'		\$1,152.		
Dombo, Stephen	Chess		\$1,152.		
Kelly, Barbara	Color Guard/Kickline		\$2,460.		
Kilgus, Colleen	D.E.C.A.		\$1,152.		
Carson, Jeffrey	Dramatics		\$3,811.		
Ludwig, Cristina	Eng. Honor Society/Mag.		\$1,152.		
Lentricchia, Janet	F.N.A.		\$1,687.		
Peraza, Rosemary	Forensics		\$1,687.		
Armato, Philip	Grade 12 Advisor		\$2,767.		
Korchma, Heather	Grade 11 Advisor		\$2,214.		
Ragovitz, Eugene	Grade 10 Advisor		\$1,954.		
Snyder, Scott	Grade 9 Advisor		\$1,954.		
Prizzi, Theresa	G.S.A.		\$1,152.		
Fealey, Miranda	International		\$1,152.		
Scott, Matthew	Jazz Band I		\$1,152.		
Scott, Matthew	Jazz Band II		\$1,152.		
Hearns, Gabrielle	Leaders'		\$1,152.		
Lemmo, Jaime	Leo		\$1,152.		
Meadows, Dana	Marching Band		\$4,950.		
Scott, Matthew	Marching Band Asst.		\$3,535.		
Montalvo, Christina	Mathematics		\$1,152.		
Jonasson, Christopher	Mock Trial		\$1,687.		
Montalvo, Andrea	Mural Painting		\$1,152.		
Barone, Joseph	Musical Director		\$2,537.		
Schilt, Brianne	N.H.S.		\$1,152.		

SCHEDULE 12-P-20 Professional Personnel Schedule

Date of Meeting: June 11, 2013

Page 13 of 14 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Clubs & Advisors:		HS		2013-2014	
Ludwig, Cristina	Newspaper		\$1,905.50		
Berger, Brooke	"		\$1905.50		
Kelly, Barbara	Pit Conductor/Rehearsal Accomp.		\$1,961.		
Hickey, Kelly	Quiz Bowl		\$576.		
Malone, Kevin	"		\$576.		
DeSimone, Gerard	Robotics		\$3,345.		
Bauer, Scatt	Robotics Asst.		\$1,672.		
TBD	"		\$1,672.		
Jonasson, Christopher	S.A.D.D.		\$1,152.		
Montalvo, Andrea	Scenic Designer		\$1,754.		
Montalvo, Andrea	Science Olympiad		\$1,152.		
Hearns, Gabrielle	Scape		\$1,152.		
Tichy, Audrey	S.E.A.		\$1,152.		
Meadows, Dana	Playbill		\$1,754.		
Barone, Joseph	Show/Jazz Choir		\$1,152.		
Waldeck, Kristina	Social Science Research		\$2,293.		
Jonasson, Christopher	"		\$2,293.		
Cafiero, MoryAnn	Staging Director		\$1,152.		
Leidel, Elizabeth	String Quartet		\$1,152.		
Zinna, Meredith	Student Council		\$3,671.		
Meadows, Dana	Tri-M		\$1,152.		
Antonelli, Gina	Varsity		\$1,152.		
Bauer, Scott	Web Page Designer		\$3,811.		
Iaquinto, Christine	Yearbook		\$3,811.		

SCHEDULE 12-C-20 Civil Service Personnel Schedule

Date of Meeting: June 11, 2013

Page 14 of 14 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Campbell, Nancy	Paraprofessional (pt/clerk typist)	JK		5/13/13-6/30/13	Leave of Absence [date change]
Phillips, Matthew	School Bus Driver	Trans.		6/12/13	Resignation
Contorno, Jean	Paraprofessional (special ed. aide)	JK		6/21/13	Resignation to Retire
Delia, Frank	Head Custodian	SA		7/20/13	Resignation to Retire
Warren, Lisa	Paraprofessional (school teacher aide)	FA		5/28/13	Returned from LOA
Duffy, Thomas	Head Custodian	SB	Step 5/ \$59,494. (prorate)	6/24/13	Probationary Appt. C.S. List of Eligibles #12-8005-194
Duffy, Thomas	Custodial Wrkr. I			6/24/13-12/24/13	Leave of Absence
Payan, Mary	Elementary Cook	SB	Step 2/ \$22,820.	9/1/13	Probationary Appt.
Scotto, Betsy	Food Service Wrkr. 'B'	HS	Step 1/ \$11.49/hr.	9/1/13	Probationary Appt.
Per Diem Substitute: Phillips, Matthew		DW	\$10./hr.	2012-2013	Custodian

WEST BABYLON UNION FREE SCHOOL DISTRICT
REGULAR MEETING - BOARD OF EDUCATION - TUESDAY- JUNE 11, 2013

FINANCE

- (R) Award of Bid: Bid OB-163-13 Special Education &
Technology Equipment (**#FI-8)

Bids were open in the Business Office on May 21, 2013, at 9:00 AM for the equipment and books declared obsolete at the 11/27/12, 12/11/12, 2/12/13, 2/26/13, 3/12/13, 4/9/13, and 4/23/13 Board of Education meetings, Bid OB-163-13.

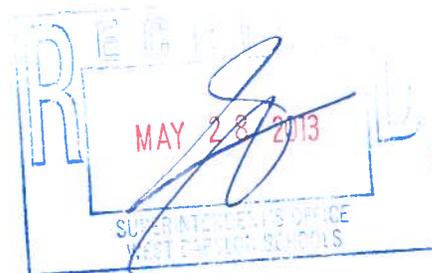
Bids were received from:

Tammy Roger	Special Ed Equipment	\$1.00
Eugene Johnson IV	Printing Press (Chandler)	\$1.00
	Layout table	\$1.00
	Jig Saw	\$1.00
	Drill Press	\$1.00
	Paper cutter	\$1.00
	Printing Press (Heidelberg)	\$1.00

It is recommended by Jennifer Buscemi, Executive Director for Finance & Operations, Tammy Rodger's be awarded the Special Ed Equipment and Eugene Johnson IV the Technology Equipment listed above.



Jennifer Buscemi, Executive Director for Finance & Operations



WEST BABYLON UNION FREE SCHOOL DISTRICT

REGULAR MEETING - BOARD OF EDUCATION - TUESDAY - JUNE 11, 2013

POLICY

- A. Board Review-Interscholastic Athletics (includes Athletic Selection/Classification)
(First Time Reading) (File:5280)
- B. Board Review-Selection/Classification for Interscholastic Athletics
(Deletion-incorporated into File:5280) (File:5281)
- C. Board Review-Student Health Services (First Time Reading) (File:5420)
- D. Board Review-Student Health Services-Regulation (Revision) (File:5420-R)

INTERSCHOLASTIC ATHLETICS

Interscholastic athletics for boys and girls is an integral and desirable part of the district's secondary school educational program. Individual and team sports shall be based upon comprehensive physical education instruction and intramural activities, seeking broad participation from all eligible secondary students. Lifetime or carry-over sports are to be particularly encouraged and supported. Parity in the number and kind of sports activities for girls and boys is a clear objective of the district.

Student eligibility for participation on interscholastic teams shall include:

1. authorization by the school physician;
2. written parent or guardian consent (the written consent will contain information for parents on mild traumatic brain injury (TBI) and will provide a link to the State Education Department's web page on TBI); and
3. endorsement by the Building Principal based on established rules and various league and State Education Department regulations.

Although the district will take reasonable care to protect student athletes, students may still sustain injuries. In order to most effectively ensure student safety, open communication between students, parents and coaches about the child's medical condition is critical. Coaches, and other appropriate staff, will receive guidance and training regarding recognition of injury and removal of the student athlete from play in the event of injury. Parents and/or students are expected to report injuries so that student health can be protected.

In the case of a suspected or actual head injury, a student must be removed from play immediately. In order to resume participation following injury, including head injury, the student needs to receive medical clearance. The Superintendent, in consultation with appropriate district staff, including the school physician, will develop regulations and procedures to guide the process of return to play.

In recognition of the importance of appropriately managing head injuries, the Board authorizes the creation of a Concussion Management Team (CMT). The CMT will be comprised of: the athletic director, a school nurse, the school physician, a coach of an interscholastic team, an athletic trainer and other appropriate personnel designated by the Superintendent. The CMT is charged with overseeing compliance with state training requirements, developing guidelines for use by coaches and physical education teachers and developing information for distribution to parents and students.

Athletic Selection/Classification

The Selection/Classification Program is a process for screening students to determine their readiness to compete in interscholastic athletic competition by evaluating their physical maturity, fitness and skill. The intent of this program is to permit students in grades 8 through 12 to safely participate at an appropriate level of competition based upon readiness rather than age and grade. Students do not mature at the same rate and there can be a tremendous range of developmental differences between students of the same age. This program has been designed to assess a student's physical maturation, physical fitness and skill, so the student may be placed at a level of competition which should result in increased opportunity, a fairer competitive environment, reduced injury and greater personal satisfaction.

The Selection/Classification Program was designed for mature and exceptionally skilled students to advance to an upper level. It is aimed at the few select students who can benefit from such placement because of their level of readiness. It will also be more fair to the other students on the modified teams.

Normally a student is eligible for senior high athletic competition in a sport during each of four consecutive seasons commencing with the youngster's entry into the ninth grade. However, by satisfying the requirements of the Selection/Classification Program a student may receive extended eligibility to permit participation during five consecutive seasons in the approved sport after entry into the eighth grade

Athletics are a part of the regular school program and the Director of Health, Physical Education and Athletics will be responsible for implementing the district's Selection/Classification Process.

Selection Classification Athletics Implementation Guidelines

- A. *In compliance with Board of Education policy, a student will be considered for the Selection/Classification Process when a request is made by the student, parent, coach, or a physical education teacher.*
- B. *The evaluation process, will consist of the following steps which must be completed in sequence:*
 - a. *A written request will be submitted to the Director of Health, Physical Education and Athletics between: April 15th and June 15th for a Fall Sport, July 15th and September 15th for a Winter Sport, November 1st and January 1st for a Spring Sport using the district form.*
 - b. *A meeting with the Director of Health, Physical Education and Athletics will take place within a week of the filing deadlines above with a parent or guardian and the student to explain the process or phases and attain permission (Attachment C, NYSPHSAA) to begin Phase Two (Determining Potential) as described in the New York State Public High Schools Athletic Association's (NYSPHSAA) Handbook. Junior High School students may not leave a team mid-season to be classified for a high school team.*
 - c. *A review committee consisting of: the Director of Health, Physical Education and Athletics, the Senior and Junior High School Principals (or Assistant Principals), Guidance Counselor, Psychologist, Social Worker and PE teacher (who had the student for at least one semester and is not the coach of the sport) will meet within two weeks after permission is attained to decide if the student possesses appropriate level of physical fitness, sport specific skills, social and emotional maturity and that his/her academic performance is up to potential. The committee's decision shall be final.*
 - d. *If the committee denies the request, the parent or guardian (and requestor if different) will be notified by the Director of Health, Physical Education and Athletics. If the committee approves the request then the Director will proceed to administer Phase Three and Four (Screening) as outlined in the NYSPHSAA Handbook to the standards of the varsity level for the specified sport.*
 - i. *Parent Permission (Attachment C, NYSPHSAA), previously attained*
 - ii. *Permission from the School Physician- Health and Developmental Rating within two weeks of committee's approval. The confidentiality of the child shall be protected and arrangements regarding the exam will be as inconspicuous and discrete as possible. (Attachments D (male) or E (female), NYSPHSAA)*
 - iii. *Sport Skill Evaluation by the Coach (Attachment G, NYSPHSAA) within one week of physician's approval*
 - iv. *Performance Testing (Attachment F, NYSPHSAA) within one week of coach's evaluation. The Athletic Performance Test will be administered by*

the Athletic Director or his designee who is not a coach in the specific program for which the student is being evaluated.

- v. *Phase Five (Try out Period) When ever possible all the coaches in the specific sport program will evaluate the candidate during the allowable maximum tryout period (NYSPHSAA p. 137) to verify that the student exhibits exceptional skills. Respective students will be placed at the level of competition appropriate to their physiological maturity, physical fitness and skills in relationship to other pupils. The Director of Physical Education/Athletics will approve the candidate if all of the steps have been successfully completed and if there is consensus among the evaluating coaches that the student is exceptional. If there is not consensus, or if the Director believes that the intent of the program is being misconstrued, the Director will meet with the coaches involved, after which the Director will make a decision regarding the candidate's participation. This decision is final.*
- vi. *Phase Six (Notification) Email or fax to opposing schools, and Section XI, Attachment H, (NYSPHSAA) and inform the parents of outcome and any limitations for their child.*
- vii. *Phase Seven (Records) The Director of Health, Physical Education and Athletics will take the appropriate steps to keep a permanent file for each student who qualifies in the Director's office. This file will include attachments B, C, D or E, F, G, H (NYSPHSAA) and a copy of the letter sent to the parent or guardian.*

Cross-ref: 5420, Student Health Services

Ref: Education Law §§ 305(42), 1709 (8-a); 3001-b
8 NYCRR §§135.4, 136.5

Santa Fe Indep. Sch. Dist. V. Doe, 520 U.S. 290 (2000) (constitutionality of student-led prayers at interscholastic athletic activities)

Concussion Management Support Materials, www.nysphsaa.org

[Selection/Classification for Interscholastic Athletics

5281

Consistent with regulations of the Commissioner of Education, the New York State Public High Schools Athletic Association and Suffolk County Section XI, the West Babylon Union Free School District Board of Education shall permit pupils to compete under the Selection/Classification Program in all interscholastic sports offered by the district.

An eighth grade player, who demonstrates a superior level of skill for any junior high school team, may be recommended for selection classification review so that the student may be eligible to try-out for a varsity team in the same sport during that season of play. Seventh grade players who demonstrate a superior level of skills may be recommended for selection classification review so that they may be eligible to try-out for a high school team in the sports of swimming, tennis, bowling, golf, track and field, or wrestling.

In a sport in which no junior high school team exists, an eighth grade student may be recommended for selection classification review so that the student may be eligible to try-out for a high school team in the sport. Respective student athletes will be placed at levels of competition appropriate to their physiological maturity, physical fitness and skills in relationship to other pupils. Athletes may also be reviewed for classification if their age exceeds the common age for the junior high school team.

Junior High School students may not leave a team mid-season to be classified for a high school team.

Selection/classification eligibility determinations will be made by a committee consisting of the Director of Athletics, Health and Physical Education; one representative from the junior high school and one representative from the high school. These determinations shall be completed in accordance with the selection classification procedures set forth by the New York State Education Department.

Legal References:

New York Education Law § 414; 1502; 1604[7-6]; 1708[3]; 1718[2]; 2023; 3001-b; 3208-a

Regulations of the Commissioner of Education § 134.5[c] [7] [ii] [a] [4]
New York State Selection/Classification Program for Interscholastic Athletic Programs (Guidance Document, March 2005)

Cross References: Interscholastic Athletics File: IGDJ]

Adopted: 5/23/94
Reviewed: 01/27/03
Revised: 07/10/06
Revised: 06/18/07

STUDENT HEALTH SERVICES

The Board of Education recognizes that good student health is vital to successful learning and acknowledges its responsibility, along with that of parent(s) or guardian(s), to protect and foster a safe and healthful environment for the students.

The school shall work closely with students' families to provide detection and preventive health services. In accordance with law, the school will provide vision, hearing, and scoliosis screening. Problems shall be referred to the parent(s) or guardian(s) who shall be encouraged to have their family physician/dentist provide appropriate care.

In order to enroll in school a student must submit a health certificate within 30 calendar days after entering school, and upon entering second, fourth, seventh and tenth grades. The examination, which must conform to state requirements, must have been conducted no more than 12 months before the first day of the school year in question. If a student is unable to furnish the health certificate, the school will provide a physical examination by a licensed provider. A request for exemption from the physical examination, or the requirement to provide a health certificate, must be made in writing to the school principal or designee, who may require documents supporting the request. The only basis for exemption is a claim that the physical examination is in conflict with the parent or guardian's genuine and sincere religious belief.

In addition, students will be asked to provide a dental health certificate when they enroll in school and in accordance with the same schedule as the health certificate.

A permanent student health record shall be part of a student's cumulative school record and should follow the student from grade to grade and school to school along with his/her academic record. This record folder shall be maintained by the school nurse.

Schools shall also provide emergency care for students in accidental or unexpected medical situations. Each school in the district will include in its emergency plan a protocol for responding to health care emergencies, including anaphylaxis.

Communicable Diseases

It is the responsibility of the Board to provide all students with a safe and healthy school environment. To meet this responsibility, it is sometimes necessary to exclude students with contagious and infectious diseases, as defined in the Public Health Law, from attendance in school. Students will be excluded during periods of contagion for time periods indicated.

It is the responsibility of the Superintendent of Schools, working through district health personnel, to enforce this policy and to contact the county or local health department when a reportable case of a communicable disease is identified in the student or staff population.

Administering Medication to Students

Neither the Board nor district staff members shall be responsible for the diagnosis or treatment of student illness. The administration of prescribed medication to a student during school hours shall be permitted only when failure to take such medicine would jeopardize the health of the student, or the student would not be able to attend school if the medicine were not made available to him/her during school hours, or where it is done pursuant to law requiring accommodation to a student's special medical needs (e.g., Section 504 of the Rehabilitation Act of 1973). "Medication" will include all medicines prescribed by a physician.

Before any medication may be administered to or by any student during school hours, the Board requires:

1. the written request of the parent(s) or guardian(s), which shall give permission for such administration and relieve the Board and its employees of liability for administration of medication; and
2. the written order of the prescribing physician, which will include the purpose of the medication, the dosage, the time at which or the special circumstances under which medication shall be administered, the period for which medication is prescribed, and the possible side effects of the medication.

Both documents shall be kept on file in the office of the school nurse.

Students are allowed to carry and apply parentally provided sunscreen,(only on themselves) without a prescription from a medical provider, assuming that the sunscreen is FDA approved and that the sunscreen is not treating a medical condition. Parents need to provide the district with written permission for students to use sunscreen.

Permission slips and medical orders shall be kept on file in the office of the school nurse.

[In addition, in accordance with Education Law 919, the district shall make a nebulizer available on-site in school buildings where nursing services are provided. Students with a patient-specific order, who require inhaled medications, shall have access to the nebulizer. The district will ensure that it is maintained in working order.]

Life-Threatening Allergies and Anaphylaxis Management

The Board recognizes its role and responsibility in supporting a healthy learning environment for all students, including those who have, or develop, life-threatening allergies. The district will work cooperatively with the student, their parent/guardian and healthcare provider to allow the child to participate as fully and as safely as possible in school activities. When a student has a known life-threatening allergy reported on their health form or if the district has been informed by the parent of the presence of a life-threatening allergy, the district will assemble a team, which may include the parent, the school nurse, the child's teacher, the building principal and other appropriate personnel, which will be charged with developing an individual health care plan. The plan will be maintained by the school nurse. The plan will guide prevention and response. If the student is eligible for accommodations based upon the IDEA, Section 504 or the Americans with Disabilities Act, the appropriate procedures will be followed regarding identification, evaluation and implementation of accommodations.

Regulations

The Superintendent shall develop comprehensive regulations governing student health services. Those regulations shall include the provision of all health services required by law, procedures for the maintenance of health records, and procedures for the administering of medication to students.

Cross-ref: 4321, Programs for Students with Disabilities/5020.3, Students with Disabilities and Section 504 5550, Student Privacy/8130, School Safety Plans and Teams

Ref: Education Law §§310 (provisions for appeal of child denied school entrance for failure to comply with immunization requirements); 901 et seq. (medical, dental and health services, BMI reporting); 919 (provide and maintain nebulizers); 6909 (emergency treatment of anaphylaxis)
Public Health Law §§613 (annual survey); 2164 (immunization requirements)
8 NYCRR § 64.7 (administration of agents to treat anaphylaxis); Part 136 (school health services program)

Administration of Medication in the School Setting Guidelines, State Education Department, revised April 2002

Immunization Guidelines: Vaccine Preventable Communicable Disease Control, State Education Department, revised August 2000

Making the Difference: Caring for Students with Life-Threatening Allergies, New York State Department of Health, New York State Education Department, New York Statewide School Health Service Center, June 2008

Adoption date: December 13, 2011

Revised: March 12, 2013

STUDENT HEALTH SERVICES REGULATION

A. Immunization

Children must receive immunizations for diphtheria, polio, measles, mumps, rubella, hepatitis B, Haemophilus Influenzae Type b (Hib), pertussis, tetanus, pneumococcal disease (for children born on or after January 2008) and varicella prior to entering or being admitted to school *as indicated below*:

VACCINES	SCHOOL (K-12)
Diphtheria Toxoid-Containing Vaccine	Three doses
Tetanus Toxoid-Containing Vaccine and Pertussis Vaccine (DTaP, DTP)	Three doses if born on or after 1/1/2005
Tetanus, Diphtheria, and Pertussis Booster (Tdap)	Born on or after 1/1/1994 and enrolling in grades 6 through 10 one dose
Polio (IPV or OPV)	Three doses
Measles, Mumps and Rubella (MMR)	Two doses of measles-containing vaccine and one dose of each of mumps and rubella (preferably as MMR)
Hepatitis B	Three doses
Haemophilus influenzae type b (Hib)	Not applicable
Pneumococcal Conjugate Vaccine (PCV)	Not applicable
Varicella (Chickenpox)	Born on or after 1/1/1998 or born on or after 1/1/1994 and enrolling in grades 6 through 12 one dose

Parents must provide acceptable proof indicating required receipt of all vaccines in accordance with law and regulations.

A child may be excluded from the immunization requirements based on a physician determined health reason or condition. A physician licensed to practice in New York State must sign this medical exemption.

A child may also be excluded from the immunization requirements because the child's parent/guardian holds a genuine and sincere religious belief which is contrary to the practice of immunization. The Board of Education will require specific documentation be submitted to the building principal.

A child will not be admitted to school or allowed to attend school for more than 14 days without an appropriate immunization certificate or acceptable evidence of immunization. This period may be extended to 30 days on a case-by-case basis by the Building Principal if the child is transferring from another state or country and can show a good faith effort to get the necessary certification or other evidence of immunization.

When a student transfers out of the district, the parent/guardian will be provided with an immunization transfer record showing the student's current immunization status which will be signed by the school nursing personnel or the school physician. A transcript or photocopy of the immunization portion of the cumulative health record will be provided to the new educational institution upon request.

B. Communicable Diseases

Students who contract the following contagious and infectious diseases will be excluded from attendance in school for the period of time indicated below:

1. Chicken Pox One week after skin eruption first appears, or until all scabs are dry.

2. Diphtheria For the period established by the student's physician.
3. Elevated Temperature Until 24 hours after temperature returns to normal.
4. Fifth Disease Until 24 hours after the temperature is less than 100.5 degrees.
5. German Measles Until recovery--not over 7 days after onset of rash.
6. Measles Until 4 days after onset of rash and student's physician approves the student's return to school.
7. Mumps Until recovery and all swelling has disappeared.
8. Strep Throat (including Scarlet Fever) Until 24 hours on antibiotic or student's physician approves the student's return to school.
9. Infectious Hepatitis Until recovery and student's physician approves the student's return to school (after isolation of student during first week of illness).
10. Whooping Cough Until recovery and student's physician approves the student's return to school.

C. Administering Medication to Students in School

The administration of prescribed medication to a student during school hours is permitted only when the medication is necessary to allow the student to attend school or failure to administer the medication would seriously affect the student's health.

Parent(s) or guardian(s) must present the following information:

1. a signed note from [the family doctor] *a NYS licensed healthcare provider (e.g. physician, nurse practitioner, or physician's assistant)* containing the following information: student's name, the date and name of the medicine, dosage and time to be administered, and list of possible side effects; and,
2. a signed note from the parent(s) or guardian(s) giving the school nurse, teacher, Principal or other school staff permission to administer the medication. [; or
3. a medication request form (which includes the family doctor and parent signatures) must be] *these documents will be* filed with the school nurse.

The school nurse shall develop procedures for the administration of medication, which require that:

1. all medications will be administered by a licensed person unless the child is self-directed;
2. medications shall be securely stored in the office and kept in their original labeled container, which specifies the type of medication, the amount to be given and the times of administration; the school nurse shall maintain a record of the name of the student to whom medication may be administered, the prescribing physician, the dosage and timing of medication, and a notation of each instance of administration; and
3. all medications shall be brought to school by the parent(s) or guardian(s) and shall be picked up by the parent(s) or guardian(s) at the end of the school year or the end of the period of medication, whichever is earlier. If not picked up within five days of the period of medication, the medication shall be discarded.

An adult must bring the medication to school in the original container. The administering staff member should clearly label the medication with the time to be given and dosage.

Sunscreen. *Students are permitted to carry and apply sunscreen (only on themselves) without a medical provider's order under the following conditions:*

1. *the sunscreen is used to avoid overexposure to the sun and not for medical treatment of an injury or illness, if sunscreen is required to treat a medical condition, the procedures for administering medication (above) apply;*
2. *the sunscreen if FDA approved for over the counter use;*
3. *the student's parents or guardians provide written and signed permission annually for the student to carry and use the sunscreen.*

Administering medication on field trips and at after-school activities

Taking medication on field trips and at after-school activities is permitted if a student is self-directed in administering their own medication. On field trips or at other after-school activities, teachers or other school staff may carry the medication so that the self-directed student can take it at the proper time.

If a student is going on a field trip but is not self-directed (i.e., fully aware and capable of understanding the need and assuming responsibility for taking medicine), then the district may:

- permit the parent or guardian to attend the activity and administer the medication.
- permit the parent to personally request another adult who is not employed by the school to voluntarily administer the medication on the field trip or activity and inform the school district in writing of such request.
- allow the student's health care provider to be consulted and, if he/she permits, order the medication time to be adjusted or the dose eliminated.

If no other alternative can be found, a school nurse or licensed person must administer the medication.

Administering epi-pen in emergency situations

The administration of epinephrine by epi-pen has become an accepted and extremely beneficial practice in protecting individuals subject to serious allergic reactions (e.g., individual has an anaphylactic reaction to a wasp sting or the ingestion of peanut butter).

Pursuant to Commissioner's regulations, registered professional nurses may carry and administer agents used in non-patient specific emergency treatment of anaphylaxis.

In addition, pursuant to SED guidelines, school nurses may provide training to unlicensed school staff in administering epi-pens, prescribed by a licensed prescriber, to a child who has been diagnosed with the potential for a severe reaction, in the event of the onset of a serious allergic reaction when a nurse is not available.

D. Student Medical Exams

In accordance with Sections 903 and 904 of the state Education Law, each student shall have a physical exam given by the school doctor or family physician (including a physician, physician assistant or nurse practitioner) upon entrance to school and at grades pre-kindergarten or kindergarten, two, four, seven and ten. Findings are to be kept on record at the school on forms that can be obtained from the school nurse. In addition, the school will request a dental health certificate according to the same schedule.

A student may be excluded from the medical examination requirements because the child's parent/guardian holds a genuine and sincere religious belief which is contrary to medical examinations. The request for exemption must be made in writing.

In the event that the student's medical history reveals that they have a known life-threatening allergy, the school nurse, in conjunction with the family, student, child's teacher, and other appropriate staff, will develop and implement an individual health care plan which will guide prevention and response.

The district will work with students in the self-management of their life-threatening allergy, or other chronic health conditions, by:

1. Adequately training staff involved in the care of the child.
2. Assuring the availability of the necessary equipment and/or medications.
3. Providing appropriately licensed and trained persons on school premises, as required by law.
4. Providing ongoing staff and student education.

E. Illness in School

If a student becomes ill in school:

1. The nurse will determine if the student should remain in the dispensary or return to class.
2. The nurse will call the parent, guardian or substitute parent if he/she feels the student should go home. In general, a parent or guardian will pick up the student from school.
3. If there is to be a change in bus routing in order to carry the student to his/her home, that decision will be made by the administrator and the transportation supervisor.
4. If the route is to be changed, the transportation supervisor shall inform the bus driver.
5. If no parent, guardian or substitute parent picks up the student at school, or if no parent/guardian or substitute parent will be home, the student will remain in the nurse's office until such time as a parent, guardian or substitute parent becomes available to assume responsibility for the child.

E. Medical Emergency Record

All students shall have on file a medical emergency record which shall state the name and telephone numbers of the following:

1. the student's parent(s) or guardian(s) at home and work;
2. the student's next of kin;
3. a neighbor;
4. the [family physician] *student's health care provider*;
5. any allergies or serious health conditions.

Promulgated: December 13, 2011

Revised: March 12, 2013