

**BOARD MEETING:** Regular  
**DATE:** Wednesday, August 18, 2016  
**TIME:** 6:00 p.m.  
**PLACE:** Naples High School Cafeteria

I. Meeting Called to Order

II. Roll Call

III. Constitutional Oath of Office

IV. Adopt the Agenda of the Regular Meeting of August 18, 2016 (Board Action)

V. Pledge of Allegiance

VI. Public Comments: The Board of Education invites you, the residents of our school community, to feel comfortable in sharing matters of interest or concern that you might have with us. The Board President will be happy to recognize those of you who wish to speak. We would ask that you come forward and please identify yourself before presenting your thoughts.

Those items brought to the attention of the Board during this time may be taken under consideration for future response or action. (*Individual comments will be limited to three minutes.*)

As a matter of courtesy, we ask that issues related to specific School District personnel or students be brought to the attention of the Superintendent of Schools privately. Thank you for this consideration.

Board Reponse: The Board of Education is committed to keeping communication open and transparent. The Board of Education President will be working with the Board and the Superintendent to make every effort to respond to public comments directed to the Board of Education at previous meetings, during the next scheduled meeting.

VII. Points of Interest

VIII. Superintendent Recognitions & Updates

- Points of Pride
- Claims Auditor Report
- Release of Grades 3-8 Math and ELA Data
- Athletic/Extracurricular Policy and Permission Booklet
- High School Academic eligibility
- Policy Recommendations:
  - Recess
  - Distribution of Materials to Students
  - Driver Education

IX. Minutes (Board Action)

- Organizational Meeting of July 12, 2016

X. Tax Warrant (Board Action)

- Naples Central School Tax Warrant
- Naples Public Library Tax Warrant

XI. Lead Evaluator (Board Action)

XII. Inter-Municipal Agreement (Board Action)

- School Resource Officer

XIII. Business / Financial (Board Action)

- Establish Civil Service positions:
  - Head Bus Driver
  - Head Automotive Mechanic/Bus Driver
- Discards
  - Technology
  - High School Health and Physical Education
- Academic Policy
- Policy Updates
- Facility Use Request
- Request for Transportation
- Establish Standard Work Day

## Regular Meeting

August 18, 2016

- Transportation Contract

### XIV. Personnel

(Board Action)

- Family Leave of Absence
- Appointments
  - Automotive Mechanic / Bus Driver
  - Head Bus Driver
  - Head Automotive Mechanic / Bus Driver
  - Assistant Secondary Principal / District Data Coordinator
  - English Teacher
  - Long-Term Substitute English Teacher
- Summer Program Appointments:
  - Temporary Teacher Aide
- 2016-2017 Extra-Curricular:
  - Choral Director
  - Mentor
- Summer Hours:
  - Jean Becker
  - Deborah Allison
  - Deborah Wordingham
  - Christina Kansco
  - Amy Lincoln
  - Roxanne Bachelder
- 2016-2017 Substitutes

### XV. Consent Agenda Items

(Board Action)

- Committee on Special Education, Committee on Preschool Special Education Actions
- Student Teachers
- Substitutes
  - Typist
  - Nurse
  - Bus Driver
  - Lifeguard
  - Cleaner

### XVI. Adjournment

(Board Action)



Superintendent Recognitions & Updates

Superintendent Matthew Frahm spoke about some "Points of Pride" noting students that had perfect attendance over the summer, two students that attended Boys State, stand up desks that were acquired through Excellus and nurse Kelly VandeSande, favorable data on advanced placement course participation, Meghan and Gail Musnicki in Rio De Janeiro, Brazil, and the work that the facilities team have done over the summer.

District Claims Auditor Evelyn Letta presented her report for the period of April – June 2016.

Mr. Frahm spoke about the release of Grades 3-8 Math and ELA data noting significant increases in Math and ELA scores. Mr. Frahm spoke about the investments in time and energy by the Elementary School staff in these areas.

Mr. Frahm welcomed Athletic Director Chad Hunt. Mr. Hunt spoke about the recommended changes to the Athletic/Extracurricular Policy and the Permission Booklet. A period of questions and comments by the Board of Education followed.

Mr. Hunt spoke about some recommended changes to the High School Academic Eligibility Requirements. A period of questions and comments by the Board of Education followed.

Mr. Frahm discussed policy recommendations including the policy on District Wellness (#5661) regarding Recess practices, the policy on Distribution of Materials to Students (#3274), and the Policy on Driver Education (#8240). A period of questions and comments by the Board of Education followed.

**Board Members Joseph Callaghan and Carter Chapman arrived at 6:06 p.m.**

**Motion:** Gail Musnicki  
**2<sup>nd</sup>:** Carter Chapman

Resolved, that the Board of Education approves the minutes of the following meetings:

- Organizational Meeting of July 12, 2016

**Voting Yes: 7**    **Motion Carried**  
**Voting No: 0**

**Motion:** Gail Musnicki  
**2<sup>nd</sup>:** Carter Chapman

**Whereas,** the Board of Education has been authorized by the voters at the Annual School Meeting to raise for the current budget of the 2016-2017 school year a sum not to exceed \$19,569,425;

**Therefore be it resolved,** that the valuation of the property comprising Naples Central School District, State of New York, Counties of Ontario, Steuben, Yates and Livingston, as shown on the District Assessment rolls, and certified by the respective assessors of the towns in the district be approved;

**And be it hereby directed** that a sum not to exceed \$10,786,474 be levied in the form of a tax on property set forth on the aforementioned assessment rolls; And that the warrant therefore and the rolls thereof, be executed by a majority of the members of the Board of Education; and that the receiver of taxes be authorized to collect taxes on said warrant for a period of 30 days, beginning September 1, 2016, without penalty, and for a period of 31 days thereafter with a two percent (2%) penalty, and for a period of 3 days thereafter with a penalty of three percent (3%), as provided by statute.

**Voting Yes: 7**    **Motion Carried**  
**Voting No: 0**



**Motion:** Gail Musnicki  
**2<sup>nd</sup>:** Robert Hotchkiss

**Resolved, that upon the recommendation of the Superintendent, the Naples Central School District Board of Education approves the following Business resolutions as presented:**

- Resolved, that the Board of Education authorizes the creation of the following positions on the Ontario County Department of Civil Service roster for our District effective August 18, 2016:
  - Head Bus Driver
  - Head Automotive Mechanic/Bus Driver
- Resolved that approval be given for the following to be declared surplus property and approval given to discard as per Policy #5250:
  - Technology Department discards (List attached).
  - High School Health & Physical Education discards (List attached)
- Resolved, that the Board of Education approves the Naples Junior-Senior High School Academic Policy as presented.
- Resolved, that the Board of Education approves the following policies, regulations and forms as presented:
  - Administrative Regulation #5684R: Use of Surveillance Cameras in the School District
  - Administrative Regulation #7110R - Student Dismissal Precautions
  - Policy #1611 - Business of the Annual District Election
  - Policy #3200 - Use of Service Animals
  - Policy #3210 - Visitors to the Schools
  - Policy #3274 - Distribution of Materials to Students
  - Policy #5630 - Facilities - Inspection, Operation and Maintenance
  - Policy #5661 - District Wellness policy
  - Policy #5686 - Use of Surveillance Cameras in the School District
  - Policy #5730 - Transportation of Students
  - Policy #7220 - Graduation Requirements-Early Graduation-Accelerated Programs
  - Policy #7270 - Rights of Non-Custodial Parents
  - Policy #8240 - Instructional Programs-Driver Education, Gifted & Talented Education and Physical Education
- Resolved, that authorization is given for the use of facilities for the Naples Grape Festival, from Friday September 23, 2016 at 5:00 p.m., and continuing through Sunday, September 25, 2016 including all previous requirements and restrictions.
- Resolved, that approval be given for a transportation request from Donna Nichols-Scott for the use of one (1) bus and driver for the Naples Grape Festival for Saturday, September 24, 2016 and Sunday, September 25, 2016, with a \$50 per day premium to the bus driver who volunteers to work the festival, above and beyond normal wages.
- Resolved, that the Naples Central School District hereby establishes the standard work day for the following titles and will report the officials to the New York State and Local Retirement System as required:
  - Internal Claims Auditor: Evelyn Letta – Eight (8) hours
- Resolved, that the following Transportation Contract be approved:
  - Resolved, that Shelly Fiumano is hereby approved to enter into a contract for the purpose of providing round trip transportation from the Naples Central School District to Midlakes Education Center for the time period of September 7, 2016 through June 30, 2017, at a rate of fifty-four (\$0.54) cents per mile or the current IRS mileage reimbursement rate, total anticipated annual cost \$7,900.00.

**Voting Yes: 7**  
**Voting No: 0**

**Motion Carried**

**Motion: Carter Chapman**

**2<sup>nd</sup>: Joseph Callaghan**

**Resolved, that upon the recommendation of the Superintendent, the Naples Central School District Board of Education approves the following personnel item as presented:**

- Resolved, that the Board of Education approves the request of Kimberly Carmona, Teacher Aide, for an unpaid family leave of absence commencing from the birth of her child through and including two weeks after the end of her pregnancy related disability leave, with benefits continuing throughout her leave as per the family medical leave act, anticipated delivery date October 1, 2016.
- Resolved, that the Board of Education appoints the following:
  - Eric Jenkins, 63 Cedar Street, Hornell, NY 14843, to a probationary appointment as Automotive Mechanic/Bus Driver, effective August 9, 2016 at a rate of \$14.35/hour.
  - Tammy Brace, 5126 Blodgett Road, Naples, NY 14512, to a probationary position as Head Bus Driver, effective August 22, 2016 at a rate of \$15.00/hour.
  - William Howe, 10100 County Road 46, Dansville, NY 14437, to a probationary appointment as Head Automotive Mechanic/Bus Driver, effective August 22, 2016 at a rate of \$16.75/hour.
  - Resolved, that the Board of Education approves the appointment of Aubrey Krenzer, to a 10 month position as a 1.0 FTE Assistant Secondary Principal/District Data Coordinator, effective August 31, 2016, with a probationary term of four (4) years beginning on August 31, 2016 and expiring on June 30, 2020. Eligibility for tenure at the end of the probationary period is dependent on the employee receiving APPR ratings of Highly Effective or Effective in at least three (3) of the four (4) preceding years and no Ineffective rating in the final year. The certification area and status is School District Leader, Professional; School Building Leader, Initial; Pre-Kindergarten, Kindergarten and Grades 1-6, Permanent; English 7-12, Permanent. Salary for the 2016-2017 school year will be \$67,500 plus current administrative contract provisions. This appointment is in accordance with and subject to Education Law, the regulations of the Commissioner of Education, and the by-laws of the Board of Education.
  - Resolved, that the Board of Education approves the appointment of Therese Taillon, to a probationary term of four (4) years beginning on August 19, 2016 and expiring on June 30, 2020, as 1.0 FTE English Teacher, effective August 19, 2016. Eligibility for tenure at the end of the probationary period is dependent on the employee receiving APPR ratings of Highly Effective or Effective in at least three (3) of the four (4) preceding years and no Ineffective rating in the final year. The certification area and status is English Language Arts 7-12, Initial. Salary for this position will be Step 1 of the 2016-2017 Distribution Schedule – Masters.
  - Resolved, that the Board of Education approves the appointment of Dianna Whiting, 6365 Italy Valley Road, Naples, NY 14512, as Substitute English Teacher, effective August 30, 2016 through November 9, 2016. The certification area and status is English Language Arts 7-12, Initial. Salary for this position will be Step 1 of the 2016-2017 Distribution Schedule – Bachelors. This appointment is in accordance with and subject to Education Law, the regulations of the Commissioner of Education, and the by-laws of the Board of Education.

- Resolved, that the Board of Education approves the following Summer Program appointments:
  - Summer Special Education Program Temporary Teacher Aides from July 6, 2016 through August 16, 2016 at the rate of \$9.19/hr.:  
Barbara Welch
- Resolved, that the Board of Education approves the following Extra-Curricular appointments for the 2016-2017 School Year, salary as per negotiated agreement:
  - Choral Director: Margaret Flanigan
  - Mentor: Matthew Green for Therese Taillon
- Resolved, that the Board of Education approves summer hours for the following:
  - Jean Becker, Elementary Teacher, for time worked on July 6, 2016-July 8, 2016, at the rate of \$54.73/hour.
  - Deborah Allison, Teacher Aide, for up to 14 hours at the rate of \$18.88/hour.
  - Deborah Wordingham, Teacher Aide, for up to 12 hours, at the rate of \$12.54/hour.
  - Christina Kansco, Teacher Aide, for time worked on July 11, 2016-August 7, 2016, at the rate of \$10.86/hour.
  - Amy Lincoln, Long Term Substitute Elementary Teacher, for time worked on July 12, 2016; July 14, 2016; July 19, 2016; and July 21, 2016, at the rate of \$30.00/hour.
  - Roxanne Bachelder, School Monitor, for up to 12 hours at the rate of \$12.54/hour.
- Resolved, that the 2016-2017 Substitutes are approved as presented (List attached).

**Voting Yes: 7**  
**Voting No: 0**

**Motion Carried**

**Motion: Carter Chapman**  
**2<sup>nd</sup>: Joseph Callaghan**

**Resolved, that the Board of Education, upon the recommendation of Superintendent Matthew Frahm, approves the Consent Agenda Items as presented:**

- a. Resolved, that the Board of Education approves committee recommendations from the following meetings:
  - Committee on Special Education actions of July 13, 2016
  - Committee on Preschool Special Education actions of August 11, 2016

b. Resolved, that the Board of Education approves the following Student Teacher:

<u>Name</u>	<u>Placement</u>	<u>Supervising Teacher</u>
Laura Eisinger	Elementary: September 6, 2016-October 21, 2016	Jean Becker
Saige Sanford	Elementary: September 6, 2016-October 21, 2016	Jeffrey Liebenritt
Jacqueline Kane	Elementary: October 27, 2016-December 16, 2016	Kayc Cass-Northrop
Danielle Kahn	Elementary: October 27, 2016-December 16, 2016	Brittany Ritz
Michelle Cooman	Elementary: October 27, 2016-December 16, 2016	Jennifer Lester

- c. Resolved, that the Board of Education hereby approves the following list of Substitutes Appointments:

<u>Name</u>	<u>Position</u>	<u>Address</u>
Christina Kansco	Typist	15 Mechanic Street, Naples, NY 14512
Laura Finnan effective 07/25/16	Nurse	6010 Medalist Lane, Cndg, NY 14424
Frank Sheets	Bus Driver	7400 County Road 36, Naples, NY 14512
Hayden Myers	Lifeguard	6265 Edson Road, Naples, NY 14512
Stacy Fleischman	Cleaner	4915 State Route 245, Naples, NY 14512

**Voting Yes: 7**  
**Voting No: 0**

**Motion Carried**



**Regular Meeting**

**August 18, 2016**

**Motion: Carter Chapman**

**2<sup>nd</sup>: Robert Brautigam**

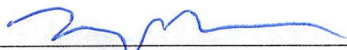
There being no further business, the Regular Meeting of August 18, 2016 is hereby adjourned at 7:06 p.m.

**Voting Yes: 7**

**Motion Carried**

**Voting No: 0**

Dated this 18<sup>th</sup> day of August, 2016

  
\_\_\_\_\_  
Mitchell J. Ball  
District Clerk

## **Board of Education Auditor Report – August 2016 Board Meeting**

From April 11, 2016 – June 30, 2016 I have approved warrants 0155-0197 for a total amount of \$5,109,417.42 for the fourth quarter of the 2015-2016 fiscal year. The following errors have occurred and were corrected:

1. (2) Backup paperwork missing information (missing signatures, requisitions)

A total of 2 errors from 507 transactions (0.39%)

Respectfully submitted,

  
Evelyn Letta

AGREEMENT BETWEEN COUNTY OF ONTARIO  
AND NAPLES CENTRAL SCHOOLS FOR  
SCHOOL DISTRICT RESOURCE OFFICER PROGRAM

THIS AGREEMENT made this \_\_\_ day of \_\_\_\_\_, 2016, by and between the COUNTY OF ONTARIO, a municipal corporation organized and existing under the laws of the State of New York, having its county seat and principal offices at 20 Ontario Street, Canandaigua, New York 14424, hereinafter referred to as "County", and **NAPLES CENTRAL SCHOOLS**, an educational corporation organized and existing under the laws of the State of New York having its principal offices at 136 North Main Street, Naples, New York 14512, hereinafter referred to as "School."

**WITNESSETH :**

WHEREAS, the School is desirous of obtaining the services of a school resource officer in an attempt to deter criminal behavior through positive interactions with students during school hours; and

WHEREAS, the County, through its Sheriff's Office, is desirous of providing law enforcement and related services to the School; and

WHEREAS, the School and the County recognize the potential outstanding benefits of the School Resource Officer Program to the citizens of the Naples Central Schools; and

WHEREAS, it is in the best interests of the School, the County, and the citizens of the Naples Central Schools to establish this program; and

NOW THEREFORE, in consideration of the mutual promises and covenants herein contained, the School Board and the County hereby agree as follows:

1. **TERM.** The term of this contract shall be September 1, 2016 to June 30, 2017.
  
2. **AMENDMENT OR TERMINATION.** This contract may be amended at any time during the term hereof by mutual written agreement of the parties. This contract may be terminated at any time by either party upon the giving of 90 days

written notice to the other party that it has failed to substantially perform in accordance with the terms and conditions of this contract; or without cause upon 180 days written notice. In the event this contract is terminated, compensation will be made to the County for all services performed to the date of termination. The School shall be entitled to a pro-rated refund for that period of time when SRO services are not provided because of such termination.

3. **SCOPE OF SCHOOL RESOURCE OFFICER PROGRAM.** The School Resource Officer Program is designed to provide education, law enforcement and counseling to school students. It is an attempt to deter criminal behavior through positive interactions with students during school hours. The School Resource Officer will work with the School community to promote a safe learning environment for all students.

4. **RIGHTS AND DUTIES OF COUNTY SHERIFF.** The County Sheriff shall assign one (1) School Resource Officer (hereinafter referred to as "SRO") to the School as follows:

4.1. The SRO shall be assigned to the school on a hourly basis for a maximum of 1,040 hours for the period of this Agreement.

4.2. The SRO may be temporarily reassigned by the Sheriff during periods of police emergency. Should such reassignment occur, any hours spent by the SRO on Sheriff's business outside the duties as SRO shall not be billed to the School, but will reduce the number of hours the SRO is available to the School for the remainder of the contract period.

4.3. Regular working hours may be adjusted on a situational basis with the consent of the SRO's supervisor and the school administrator as provided in the CBA. These adjustments should be approved prior to the adjustment being required and should be to cover scheduled school-related activity requiring the presence of a law enforcement officer.

- 4.4. The SRO will be off-campus for in-service and other training required. The SRO will not be available to the School from July 1 through August 31.

5. **DUTIES OF SCHOOL RESOURCE OFFICERS.** Instructional responsibility of the SRO at the School is as follows:

- 5.1. The SRO shall act as an educator, counselor and police officer.
- 5.2. The SRO shall act as an instructor for specialized, short-term programs at the School, when invited to do so by the principal or member of the faculty.
- 5.3. The School Resource Officer shall make available to the School faculty and students a variety of law related presentations.
- 5.4. The SRO shall coordinate all of his/her activities with the principal and staff members concerned and will seek permission, advice and guidance prior to enacting any program within the school.
- 5.5. The SRO shall develop expertise in presenting various subjects to the students. Such subjects shall include basic understanding of the laws, the role of the police officer and the police mission.
- 5.6. The SRO shall encourage individual and small group discussions with students, based upon material presented in class to further establish rapport with the students.
- 5.7. The SRO shall make himself/herself available for conference with students, parents and faculty members in order to assist them with problems of law enforcement or crime prevention.
- 5.8. The SRO shall become familiar with all community agencies which offer assistance to youths and their families such as mental health clinics, drug treatment centers, etc. The SRO shall make referrals to such agencies when necessary, thereby acting as a resource person to the students, faculty and staff at the School.

- 5.9. The SRO shall assist the principal in developing plans and strategies to prevent and/or minimize dangerous situations which may occur on campus or during sponsored events.
- 5.10. The SRO shall take law enforcement action as required. As soon as practicable, the SRO shall make the principal of the School aware of such action. At the principal's request, the SRO shall take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and related school functions, to the extent that the SRO may do so under the authority of the law. Whenever practicable, the SRO shall advise the principal before requesting additional police assistance on campus.
- 5.11. The SRO shall give assistance to other police officers and deputy sheriffs in matters regarding his/her school assignment, whenever necessary.
- 5.12. The SRO may be assigned non-campus investigations relating to runaways that attend the school to which the SRO is assigned.
- 5.13. The SRO shall maintain detailed and accurate records of the operation of the School Resource Officer Program, and shall make them available to the principal or superintendent as required by law.
- 5.14. The SRO shall not act as a school disciplinarian. However, if the principal believes an incident is a violation of the law, the principal may contact the SRO and the SRO shall then determine whether law enforcement action is appropriate. The School Resource Officer is not to be used for regularly assigned lunchroom duties, hall monitoring, bus duties or other monitoring duties. If there is a problem in one of these areas, then the SRO may assist the School until the problem is solved.

6. **RIGHTS AND DUTIES OF THE SCHOOL.**

- 6.1. The School shall provide to the SRO the following materials and facilities, which are deemed necessary for the performance of the SRO's duties:

- 6.1.1. Access to an air-conditioned and properly lighted private office which office shall contain a telephone which may be used for general business purposes.
- 6.1.2. A location for files and records which can be properly locked and secured.
- 6.1.3. A desk with drawers, a chair, work table, filing cabinet and office supplies.
- 6.1.4. Access to a computer and/or secretarial assistance.
- 6.2. The School shall be responsible for all of the operational costs of the SRO vehicle, including, but not limited to, maintenance, fuel and repairs.

7. **PAYMENT:**

- 7.1. The School shall pay to the County \$32.64 per hour for actual time the SRO spends at the School for the period of 9/1/16 to 6/30/17, which includes all costs listed on Schedule A. The County shall invoice the School quarterly upon execution of this agreement and the School shall submit payment within 30 days of receipt of each invoice.

8. **EMPLOYMENT STATUS OF SCHOOL RESOURCE OFFICER.** The School Resource Officer shall remain an employee of the Ontario County Sheriff's Office, and shall not be an employee of the School. The School and the County acknowledge that the School Resource Officer shall remain responsive to the chain of command of the Ontario County Sheriff.

9. **APPOINTMENT OF SCHOOL RESOURCE OFFICERS.** SRO applicants must meet the following requirements and be acceptable to the School:

- 9.1. The applicant must be a volunteer for the position of School Resource Officer.
- 9.2. The applicant must be an Ontario County Deputy Sheriff.
- 9.3. The applicant must possess job knowledge, experience, training, education, and appropriate appearance, attitude, communications skills and demeanor.

11. **NOTICES.** Any and all notices of any other communication herein required or permitted shall be deemed to have been given when deposited in the United States Postal Service as regular mail, postage prepaid and addressed as follows:

Philip C. Povero	Naples Central Schools
Ontario County Sheriff	Matthew Frahm, Superintendent
74 Ontario Street	136 North Main Street
Canandaigua, N Y 14424	Naples, New York 14512

Gary Curtiss  
Ontario County Attorney  
20 Ontario Street  
Canandaigua, NY 14424

12. **GOOD FAITH.** The School, the County, their agents and employees, agree to cooperate in good faith in fulfilling the terms of this Agreement. The School Superintendent and the County Sheriff or their designees shall endeavor to resolve any difficulties or questions by negotiation.
13. **MODIFICATION:** This document constitutes the full understanding of the parties and no terms, conditions, understandings or agreement purporting to modify or vary the terms of this document shall be binding unless hereafter made in writing and signed by both parties.
14. **NON-ASSIGNMENT.** The School shall not assign or transfer this agreement to any other person or corporation without the previous consent, in writing, of the Chairman of the Ontario County Board of Supervisors.
15. **SEVERABILITY.** In the event any provision of this contract shall be or become invalid under any provision of federal, state or local law, such invalidity shall not affect the validity or enforceability of any other provision hereof.
16. **CONTRACT INTEREST.** No officer or employee of the County, who is authorized in such capacity and on behalf of the County to negotiate, make, accept or approve, or to take part in negotiating, making, accepting or approving this



contract, shall become directly or indirectly interested personally in this contract, or in any part hereof. No officer or employee of, or for the County, who is authorized in such capacity and on behalf of the County to exercise any supervisory or administrative function in connection with this contract, shall become directly or indirectly interested personally in this contract or in any part hereof.

17. **INDEMNIFICATION.** The School agrees to the fullest extent of the law:
- (a) that except for the amount, if any, of damage contributed to, caused by or resulting from the negligence of the County, the School shall indemnify and hold harmless the County, its officers, employees and agents from and against any and all liability, damage, claims, demands, costs, judgments, fees, attorneys' fees or loss arising directly or indirectly out of the negligent acts or omissions hereunder by the School or third parties under the direction or control of the School; and
  - (b) to provide defense for and defend, at its sole expense, any and all claims, demands or causes of action directly or indirectly arising out of the acts or omissions referred to in paragraph (a) and to bear all other costs and expenses related thereto.
18. **ENTIRE CONTRACT AND INCORPORATION.** This contract constitutes the entire agreement of the parties hereto and all previous communications between the parties, whether written or oral, with reference to the matter of this contract, are hereby superseded.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed and their respective seals to be hereunto affixed by their duly authorized officers the day and year first above written.

NAPLES CENTRAL SCHOOLS

By: \_\_\_\_\_  
Matthew Frahm, Superintendent

ONTARIO COUNTY SHERIFF'S OFFICE

By: \_\_\_\_\_  
Philip C. Povero, Sheriff

ONTARIO COUNTY BOARD OF SUPERVISORS

By: \_\_\_\_\_  
Mary A. Krause, County Administrator

Authorized by the Board of Supervisors of the County of Ontario on the \_\_\_ day of \_\_\_\_\_, 2016, pursuant to Resolution No. \_\_\_\_-2016.

Approved as to form and manner of execution:

\_\_\_\_\_  
Ontario County Attorney

STATE OF NEW YORK)  
COUNTY OF ONTARIO) SS.:

On this \_\_\_\_ day of \_\_\_\_\_, 2016, before me personally came **Matthew Frahm**, to me known and known to me to be a representative of the Naples Central Schools, and the person who executed the foregoing instrument in the name of the NAPLES CENTRAL SCHOOLS, and she duly acknowledged to me that she executed the same as and for the act of said firm.

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NOTARY PUBLIC

STATE OF NEW YORK)  
COUNTY OF ONTARIO) SS.:

On this \_\_\_\_ day of \_\_\_\_\_, 2016, before me personally came Philip C. Povero, to me known and known to me to be the Ontario County Sheriff, and the person who executed the foregoing instrument in the name of the ONTARIO COUNTY SHERIFF'S DEPARTMENT, and he duly acknowledged to me that he executed the same as and for the act of said firm.

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NOTARY PUBLIC

STATE OF NEW YORK)  
COUNTY OF ONTARIO) SS.:

On this \_\_\_\_ day of \_\_\_\_\_, 2016, before me personally came Mary A. Krause, to me known and known to me to be the Ontario County Administrator and the person who executed the foregoing instrument in the name of the ONTARIO COUNTY BOARD OF SUPERVISORS, and she duly acknowledged to me that she executed the same as and for the act of said Board of Supervisors.

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NOTARY PUBLIC

ACKNOWLEDGMENT

PART I

STATE OF NEW YORK)

COUNTY OF \_\_\_\_\_ ) SS.:

On this \_\_\_\_\_ day of \_\_\_\_\_, 2016, before me personally came **Matthew Frahm**, to me known, who, being by me duly sworn, did depose and say that she resides at \_\_\_\_\_, that she

[town/state]

is the **SCHOOL SUPERINTENDNT of NAPLES CENTRAL SCHOOLS**, the educational corporation described in and which executed the above instrument; that she knows the seal of said educational corporation; that the seal affixed to said instrument is such educational corporate seal that it was so affixed by Act of the governing body of said educational corporation, that she signed her name thereto by like Act.

\_\_\_\_\_  
Notary Public

PART II

CERTIFICATE OF AUTHORITY -

I, \_\_\_\_\_ certify that I am the **PRESIDENT** of the

[name of other municipal officer ]

**NAPLES CENTRAL SCHOOL BOARD**, an educational corporation duly created pursuant to the laws of New York State named in the foregoing agreement; that **Matthew Frahm** who signed said agreement of the Corporation was, at the time of execution **SCHOOL SUPERINTENDENT** of the Corporation; that said agreement was duly signed for and on behalf of said Corporation by authority of **NAPLES CENTRAL SCHOOL BOARD** thereunto duly authorized, and that such authority is in full force and effect at the date hereof.

\_\_\_\_\_  
(Signature)

PART III

On this \_\_\_\_\_ day of \_\_\_\_\_, 2016, before me personally came \_\_\_\_\_, to me known, who, being by me duly sworn, did depose

[name of other municipal officer ]

and say that (s)he resides at \_\_\_\_\_, that

[town/state]

(s)he is the **PRESIDENT** of the **NAPLES CENTRAL SCHOOL BOARD**, the educational corporation described in and which executed the above instrument; that (s)he knows the seal of said educational corporation; that the seal affixed to said instrument is such educational corporate seal that it was so affixed by Act of the governing body of said educational corporation, that (s)he signed his/her name thereto by like Act.

\_\_\_\_\_  
Notary Public

**SCHEDULE A - Naples**

		9/1/16-6/30/17	
		Cost	
		Annual	1 PT SRO Per hour
[1]	Gross Salary	\$31,158	
[2]	Fringe Benefits	\$2,792	
	Subtotal Salary & Fringe at 100%	\$33,950	
	<b>Annual Cost of Salary, &amp; Benefits</b>	<b>\$33,950</b>	
	<b>Hourly Cost of Salary, &amp; Benefits</b>		<b>\$32.64</b>
[3]	<b>Overtime Hourly Cost of Salary, &amp; Benefits</b>		<b>\$48.97</b>
	<b>Annual Estimated Cost for SRO</b>	<b>\$33,950</b>	
	Anticipated School Cost - 1040 hours		\$33,950.19

[1] Salary based on current contract - at step 7 for Part time County Police Officer.

[2] Benefits paid on Gross Wages for PT Deputy Jaus	2016/17
FICA	<u>7.65%</u>
WC	1.31%
Retirement	0.00%
Health Ins.	<u>0.00%</u>
	8.96%

[3] Overtime incurred by PT SRO for School related activities to be billed at the overtime rate.

## Naples CSD Technology Department

### Discarded Equipment at (July 16/15 – August 8/16)

#### Document Cameras

13-298 Hovercam T3

#### Laptops

04-107	Apple Ibook G4	08-327	Compaq 6710b
06-007		09-130	Compaq 6710b
06-055		09-133	Compaq 6710b
06-161		09-139	HP Elitebook 2730p
07-192	Compaq 6710b	09-140	HP Elitebook 2730p
07-194	Compaq 6710b	09-144	HP ProBook 4710s
07-199	Compaq 6710b	09-145	HP ProBook 4710s
07-217	Compaq 6710b	09-156	HP Probook 4710s
07-254	Compaq 6710b	10-117	HP Elitebook
08-184	Compaq 6710b	10-118	HP Elitebook
08-325	Compaq 6710b	11-088	Nexlink

#### Monitors

05-027	06-110	07-234
06-098	07-064	08-087

#### PC's

98-211	08-113	HP Compaq dc7700
06-034	08-153	HP Compaq dc7700
06-062	10-043	HP Compaq 8100
07-265		HP Compaq dc7700

**Printers**

01-108	04-114	08-208
02-003	07-183	08-358
03-007	07-273	09-162

**Projectors**

03-053	08-317	12-004
05-039	09-120	
07-233	12-001	

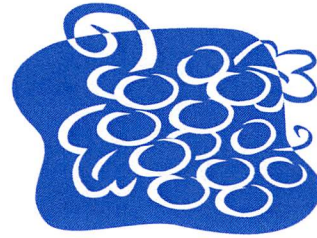
**Scanners**

08-259

**Samsung Tablets**

10-140; 10-141; 10-142; 10-143; 10-144; 10-145; 10-146; 10-147; 10-148; 10-149;  
10-150; 10-151; 10-152; 10-153; 10-154; 10-155; 10-156; 10-157; 10-158; 10-159;  
10-160; 10-161; 10-162; 10-163; 10-164; 10-165; 10-166; 10-167; 10-168; 10-169;  
10-170; 10-171

**Memo**  
**Naples Central School**



Date: July 19, 2016

To: Matt Frahm  
Superintendent

From: Alyson Powers

Subject: Classroom Materials

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Matt,

I am looking for permission from you and the board of education to discard the following items:

- 6 pool lane lines
- 2 boxes of Manikan Airway Masks
- 4 Annie Manikans
- 4 Ambu Adult Manikans
- 4 Junior Laerdal Manikans
- 3 Adult Laerdal Manikans
- Healthier People Binder (1989)
- Skills for Adolescence Binder (1988)

These items are dated or beyond repair and will not be utilized within the Health and PE Departments.

Sincerely,

Alyson Powers



## Naples Junior-Senior High School

### Academic Policy



#### **Academic Eligibility Requirements For All Athletics And Other Extracurricular Activities**

The academic education of our students is the primary function of our school system. All activities outside of the classroom require a tremendous amount of time and effort. These activities are important but will not diminish the educational function of our school.

In order to participate in any extracurricular activity or to participate in any event outside of regularly scheduled classes, a student must earn and maintain passing grades in his / her academic program of studies.

## A. Guidelines for determination of student eligibility.

1. The eligibility list will not carry over from year to year. A new eligibility list will be used once school starts.
2. Students who are not making adequate effort and have a cumulative quarterly average below 65% will be placed on a teacher's failure list. Failure lists will be submitted to the Main Office by 10 a.m. every Friday.
3. Students will be placed on a teacher's failure list for failure to meet the 65% standard only.
4. Eligibility regulations include I.E.P. criteria for classified students.

## B. Eligibility Status of Students

1. A student failing one or more subjects for one week will be placed on the *Academic Warning List*, and strongly advised to spend 9<sup>th</sup> period Tuesday through Friday working with the teacher who has placed him/her on the list. The student's parents/guardians will be notified of the academic situation by the school via a **letter / email**. This student will be restricted to assigned study-halls until he / she achieves a passing average.
2. A student failing one or more subjects for a second consecutive week or longer will be placed on the ineligible list. The student *will remain ineligible for a minimum of one week*. The student's parents/guardians will be notified of the academic situation by the school via a **letter / email**.
3. A student may regain eligibility status by achieving a passing grade in all classes.

## C. Ineligibility restrictions:

1. Ineligible students and students who are on academic warning are restricted to study halls, and lose any building or senior privileges.
2. Ineligible students and students who are on academic warning may use the computer room or library for academic work only if they are issued a "task specific" pass by one of *their* classroom teachers.
3. Ineligible students are not permitted to participate in contests, performances, dances, extracurricular trips, club activities, class activities, and other non-curricular school activities.
4. Ineligible students will be permitted to practice for contests and performances as long as they provide the coach / advisor with a pass from the teacher (or one of the teachers if failing multiple subjects) showing that they stayed after to improve their grade. Failure to produce a pass will result in the student not being able to practice that day.
5. Ineligible students and students on academic warning may attend school events open to the public for the purpose of viewing these events.

Examples of organizations governed by eligibility regulations are (but not limited to):

AV-Library Club  
Café during 9<sup>th</sup> period  
Cheerleading

Peer Leadership  
Photography Club  
Play and Musical participation

Class Activities (senior, junior, sophomore,  
freshman, 8<sup>th</sup> grade, 7<sup>th</sup> grade)  
Color guard & Winter guard

Prom  
S.A.D.D.  
School Newspaper

Dances  
Drama Club  
French Club  
Jazz Band  
Jazz Ensemble  
Marching Band  
Model U.N.  
National Honor Society  
Robotics

Senior Privileges  
Senior Trip  
Ski Club  
Soccer Tournament (indoors)  
Sports (interscholastic, intramurals)  
Student Council (Jr. High & Sr. High)  
Yearbook Staff  
Youth Court

#### **D. Eligibility Policy Process**

1. The Ineligibility List is published on Friday afternoons, with the period of Academic Warning and Ineligibility effective Monday through the following Sunday (7 consecutive days),
  - a. *An ineligible student, who is no longer failing any courses on Friday when the eligibility list is turned in to the main office, becomes eligible immediately for the entire weekend and the next eligibility period. (Change 2006-2007) As before, a student who achieves passing status prior to that Friday does not become eligible until Friday when all courses are taken to account.*
2. For eligibility purposes, at the beginning of the second, third and fourth marking periods, a student's previous quarterly average will be considered for first week of the marking period. This holds true if the student has either *passed* or *failed* each course the previous marking period.
3. The second week, of the new marking period, the new average is used for eligibility purposes.
4. The weekly Academic Warning List provides information about the current academic status of our students. Teachers, advisors, and coaches may work with, and encourage individual students to improve academic success.
5. Academic Eligibility Guidelines are designed to support the academic program for students at the Naples Jr. Sr. High School. The Academic program *is not* designed to meet the requirements of the Eligibility Guidelines. Teachers *are not* required to give grades each and every week, accept late work, or give extra credit just to make students eligible. The teacher's job is to teach content and skills and to evaluate the performance of our students.

#### **E. Disciplinary ineligibility is determined by administrative action.**

1. **In-School Suspension** – Students are *ineligible* to participate in all school activities for that entire day.
2. **Out-of-School Suspension** – Students are *ineligible* to participate in all school activities for at least the duration of the suspension.

#### **F. Composition and Responsibilities of the Eligibility Committee**

1. The Principal will identify the Committee Members at the beginning of each school year. The composition of the Committee will consist of a minimum of one administrator, one teacher involved in an extracurricular activity, one teacher-coach, one special education teacher, and at least one other teacher.
2. The Eligibility Committee will be responsible for cases involving scholarship, which includes academic failures(s) and unsatisfactory effort

3. The Committee shall determine eligibility and the length of the ineligibility (Monday through Sunday unless otherwise stated). The decisions of the Committee will be final unless an appeal is made to the Principal who finds:
  - a. The allegations, which the Committee used for the decision, were false or misrepresented
  - b. Alternatively, the Committee made an unfair or unjust decision.
4. If students are not in agreement with the decision of the Principal, they may next appeal to the Superintendent of Schools and after that, the Board of Education.
5. The Eligibility Committee will meet as needed, as determined by the Principal.

# REGULATION

2016

5684R

Non-Instructional/Business  
Operations

**SUBJECT: USE OF SURVEILLANCE CAMERAS IN THE SCHOOL DISTRICT AND ON SCHOOL BUSES**

The following rules and regulations implement the District's policy on the use of video surveillance cameras on District property, including school buses. Through these rules and regulations, the District seeks to protect students, staff, visitors, and District property.

- 1) The building principal or his/her designee in conjunction with the Superintendent of Schools will determine when and where video surveillance cameras are to be used;
- 2) The building principal or his/her designee is the only individual permitted to conduct an initial review of the surveillance camera recording(s), when necessary;
- 3) Surveillance recordings will generally be promptly erased or reused unless the building principal or his/her designee determines that those recordings should be preserved for use in disciplinary proceedings or other investigations;
  - a. If surveillance recordings are to be used in student disciplinary proceedings or other investigations, those recordings will be maintained as an educational record in accordance with relevant law and regulation, including the Family Educational Rights and Privacy Act ("FERPA");
  - b. Students may be permitted to view certain portions of surveillance camera recordings that are maintained by the District to the extent that they are used as evidence in their own disciplinary hearing. Those students and/or the parent or guardian may be entitled to obtain a copy of those portions of the recording at their own personal expense.
- 4) Surveillance recordings are generally not available for viewing by the public, District employees, or the media. Access to surveillance recordings will be limited in order to maintain the integrity and confidentiality of the recordings. To that end, certain District administrators or teachers may be permitted to view segments of the recording for the purpose of documenting disciplinary issues, criminal activity, or other educational reason as determined by the building principal or his/her designee or the Superintendent;
- 5) There may be occasions pursuant to court order, subpoena, or law, where the building principal or his/her designee or the Superintendent is authorized to make video surveillance camera recordings available to law enforcement officials or the Office of Children and Family Services.

Adopted: 08/18/16

# REGULATION

2016

7110R

Students

## **SUBJECT: STUDENT DISMISSAL PRECAUTIONS**

The building principal will maintain lists of individuals who are authorized to obtain the release of students in attendance at the school. No student may be released in the custody of any individual who is not the parent or guardian of the student unless the individual's name appears on the list.

Parents or guardians may submit a list of individuals authorized to obtain the release of their children from school at the time of the child's enrollment. A parent or guardian may amend this list, in writing, at any time.

Certified copies of any court order or divorce decrees provided by the custodial parent or guardian, which restrict a parent or guardian's ability to seek the release of his or her child, will be maintained by the building principal.

Individuals seeking the release of a student from school must report to the school office and present identification deemed satisfactory by the building principal or designee. He or she must check the authorized list and relevant court orders or divorce decrees before a student may be released.

The building principal or designee may release a student to an individual not appearing on the approved list only if he or she has determined that an emergency exists and the parent or guardian has been contacted and has approved the release.

Adopted: 08/18/16

## By-Laws

**SUBJECT: BUSINESS OF THE ANNUAL DISTRICT ELECTION**

The Board will appoint a qualified voter as chairperson of the Annual District Meeting and Election/Budget Vote.

The chairperson will call the Annual District Meeting to order and proceed to the following order of business:

- a) Designate District Clerk as clerk of the election and assistant clerks;
- b) Designate tellers and/or inspectors of election as previously appointed by the Board;
- c) Read the notice of call of the election by the Clerk;
- d) Open the voting process, whether by machine or paper ballot;
- e) Close the voting process;
- f) Receive the Clerk's report of the election results;
- g) Adjourn.

Education Law Sections 1716, 2025 and 2601-2613

Adopted: 06/27/07  
Revised: 08/18/16

## Community Relations

**SUBJECT: USE OF SERVICE ANIMALS**

The Board allows the use of service animals on school grounds by individuals with disabilities, subject to restrictions permitted by federal and/or state law, and procedures established by the Superintendent or designee.

A service animal is defined as any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals.

The work or tasks performed by a service animal must be directly related to the individual's disability. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition. Psychiatric service animals that have been trained to take a specific action to help avoid an anxiety attack or reduce its effects, however, may qualify as a service animal.

Where reasonable, the Board of Education also allows the use of miniature horses on school grounds by individuals with disabilities. This use will only be permitted where a miniature horse has been individually trained to do work or perform tasks to benefit an individual with a disability. The use of miniature horses by individuals with disabilities is subject to the considerations and restrictions permitted by federal and/or state law.

The Superintendent or designee may create procedures, regulations and/or building-specific rules regarding the use of service animals and miniature horses on school grounds by individuals with disabilities.

28 CFR §§ Sections 35.104, 35.136, 35.139

Adopted: 01/22/14  
Revised: 04/09/14  
Revised: 08/18/16



## Community Relations

**SUBJECT: VISITORS TO THE SCHOOLS**

All visitors will be required to report to the Main Office upon arrival at school and state their business. Visitations to classrooms for any purpose require permission in advance from the building principal in order to allow teachers the opportunity to arrange their schedules to accommodate these requests.

When individual Board members visit the schools, they must abide by the regulations and procedures developed by the administration regarding school visits.

**Electronic Visitor Management System**

The District utilizes an electronic visitor management system (EVMS) in order to ensure the safety and welfare of its students, staff, and guests. When any visitor, including parents and volunteers, wishes to enter any school building during school hours, he or she must present a valid state or government issued photo ID, such as a valid driver's license. Prior to entry being permitted, the EVMS will check visitors against known sexual offender databases. Once the visitor's ID is scanned, the EVMS will print a visitor's badge which must be worn throughout the durations of the visit. Visitors should return this badge at the end of their visit so that they may be checked out of the building in a timely fashion. Visitors, who refuse to produce IDs or fail the check of sexual offender databases, may be asked to either wait in the school building lobby or to leave school premises.

It is a Class B misdemeanor to remain unlawfully in a public school building, or to refuse to leave the premises when personally asked to by a principal, custodian or other person in charge.

Education Law Section 2801  
Penal Law Sections 140.10 and 240.35

Adopted: 06/27/07  
Revised: 01/25/12  
Revised: 08/18/16

## Community Relations

**SUBJECT: DISTRIBUTION OF MATERIALS TO STUDENTS**

The District recognizes that collaboration with the broader community is critical in the achievement of the Naples Central School District's mission and goals. Therefore, as a service to the community, the Board allows distribution of information through school- or system-designated communication channels, or through students. However, the Board also recognizes the responsibility of the school system to provide a learning environment that is free from disruption. It is also the Board's intention that the use of school time, personnel and resources to accommodate the distribution of materials be kept to a minimum and not interfere with educational functions. In this regard, it is the intent of the Board to designate the appropriate manner for materials to be distributed. Approval to disseminate or display materials in the Naples Central School District does not imply Board or school system endorsement of the organization or the information it disseminates.

All distribution of materials and announcements by community organizations in or through school or students will comply with the following guidelines:

- 1) Materials include the following statement:

This program is not a Naples Central School District program. Procedures, supervision, and insurance for children participating in this program are the responsibility of our organization and of the parent. The distribution of this flyer by NCS is for informational purposes and in no way should it be considered that the School District endorses our program and program philosophy. Finally, the Naples Central School District reserves the right to withhold distribution of these materials.

- 2) Materials must receive approval by an NCS administrator before being distributed
- 3) Materials will be distributed for programs that promote participation in student activities. Information regarding fundraisers will not be distributed
- 4) Materials being distributed to students need to be copied and bundled by the sponsoring organization. Contact the Main Offices for information regarding the number of copies needed
- 5) Materials will be distributed once per month, on a day designated by the building principal

Adopted: 05/02/12  
Revised: 08/18/16

**SUBJECT: FACILITIES: INSPECTION, OPERATION AND MAINTENANCE****Operation and Maintenance**

The Board, through the Superintendent and his/her staff, has the responsibility of protecting the District's facilities through a systematic maintenance program. The program shall include periodic preventive maintenance activities, long-range maintenance schedules and emergency repair procedures. The District will make reasonable attempts to ensure that all maintenance work will be carried out in the least intrusive manner.

**Construction and Remodeling of School Facilities**

The District will ensure all capital projects and maintenance comply with the requirements of the New York State Uniform Fire Prevention and Building Code, the Manual of Planning standards and the Commissioner's regulations. Relevant documentation regarding all new buildings must be formally submitted to the State Education Department no matter the size or cost. The New York State Education Department Office of Facilities Planning has provided an Instructional Guide on their official website.

Plans and specifications for the erection, enlargement, repair or remodeling of facilities of the District shall be submitted to the Commissioner consistent with applicable law.

Plans and specifications submitted to the Commissioner shall bear the signature and seal of an architect or engineer licensed to practice in the State of New York. The architect or engineer who sealed the plans and specifications shall also certify that the plans and specifications conform to the standards set forth in the State Uniform Fire Prevention and Building Code and the State Energy Conservation Construction Code.

For remodeling or construction projects the District shall assure compliance with the requirements of the State Uniform Fire Prevention and Building Code and Commissioner's Regulations. The District will also retain the services of an architect or engineer licensed to practice in New York State as required by law or regulation, or as necessary given the scope and cost of the project.

**Carbon Monoxide Detection Requirements**

All new and existing District buildings that have appliances, devices, or systems that may emit carbon monoxide, and all attached garages, must have a means to detect carbon monoxide. Buildings include school buildings, administrative buildings, bus maintenance facilities, concession stands, and field houses. Carbon monoxide may be produced by fuel-fired heating systems (boilers, HVAC units, and makeup air units), emergency or standby electric generation within a building, fuel-fired kitchen equipment (ranges, ovens, steamers, dishwashers, and makeup air units serving hoods), fuel-fired domestic hot water heaters, laboratory/shop equipment (gas outlets, torches, gas-fired kilns, and stationary or portable engines), maintenance and storage areas with fuel-fired equipment, and in garages.

(Continued)

**SUBJECT: FACILITIES: INSPECTION, OPERATION AND MAINTENANCE (Cont'd.)**

The District may use a self-contained carbon monoxide alarm, a carbon monoxide detection system, or both. The District will comply with all laws and regulations regarding alarms/detectors, including where they must be located, their power sources, and labeling requirements. The District should develop written standard operating procedures to follow when a carbon monoxide detector is activated.

**Inspections**

The District is mindful of the health and safety of its students, staff, and visitors and, as such, the District administration will cooperate with appropriate officials conducting health, fire, asbestos, bus, and boiler inspections. In addition, the administration shall keep the Board of Education informed of the results of such inspections in a timely fashion.

In accordance with the Asbestos Hazard Emergency Response Act (AHERA), the District will inform all employees and building occupants (or their legal guardians) at least once each school year about all asbestos inspections, response actions, post-response action activities, as well as triennial re-inspection activities and surveillance activities that are either planned or in progress. The District will provide yearly notification to parent, teacher, and employee organizations on the availability of the District's asbestos management plan and any asbestos-related actions taken or planned in the school.

To help protect staff, students, and visitors from contracting Legionnaires' disease from Legionella bacteria, the District will register any cooling towers it owns with NYSED, providing the information in any form that the Department requires. The District will also adhere to the inspection, annual certification, and maintenance program and planning requirements mandated by NYSED. Further, the District will maintain records regarding all inspection results, corrective action, cleaning and disinfection, tests, and certifications for at least three years. The District will keep a copy of its required maintenance program and plan on the premises where the cooling tower is located.

**Comprehensive Public School Building Safety Program (Rescue)**

To ensure that all school facilities are properly maintained and preserved and provide suitable educational settings, the Board of Education requires that all occupied school facilities which are owned, operated or leased by the District comply with the provisions of the Comprehensive Public School Building Safety Program, the Uniform Code of Public School Building Inspections, and the Safety Rating and Monitoring as prescribed in Commissioner's Regulations. For this reason, the District shall develop a Comprehensive Public School Building Safety Program in accordance with Commissioner's Regulations.

(Continued)

**SUBJECT: FACILITIES: INSPECTION, OPERATION AND MAINTENANCE (Cont'd.)**

The program shall be reevaluated and made current at least annually, and shall include, at a minimum, the following:

- a) A five (5) year capital facilities plan which will include an appraisal of the following: the educational philosophy of the District, with resulting administrative organization and program requirements; present and projected student enrollments; space use and State-rated student capacity of existing facilities; the allocation of instructional space to meet the current and future education program and service needs, and to serve students with disabilities in settings with nondisabled peers; priority of need of maintenance, repair or modernization of existing facilities, including consideration of the obsolescence and retirement of certain facilities; and the provision of additional facilities.
- b) A District-wide building inventory, which will include information pertaining to each building including, but not limited to:
  1. Type of building, age of building, size of building;
  2. Rated capacity, current enrollment;
  3. List of energy sources and major systems (lighting, plumbing, electrical, heating); and
  4. Summary of triennial Asbestos Inspection reports.
- c) A building condition survey shall be conducted for all occupied school buildings once every five (5) years by a team that includes at least one (1) licensed architect or engineer.
- d) A District-wide monitoring system which includes:
  1. Establishing a Health and Safety Committee;
  2. Development of detailed plans and a review process of all inspections;
  3. Procedures for a response in writing to all inquiries about building health and safety concerns, a copy of which will be sent to the District's Health and Safety Committee for oversight, and a copy kept on permanent file.
- e) Procedures to ensure the safety of the building occupants while a construction/renovation project is taking place. These procedures will include:
  1. Notification to parents, staff and the community at least two (2) months in advance of a construction project of ten thousand dollars (\$10,000) or more to be conducted in a school building while the building is occupied; provided, however, that in the case of emergency construction projects, such notice shall be provided as far in advance of the start of construction as is practicable;

(Continued)

**SUBJECT: FACILITIES: INSPECTION, OPERATION AND MAINTENANCE (Cont'd.)**

2. A plan to ensure that all contractors comply with all health and safety issues and regulations, and wear photo identification badges;
3. An opportunity for the District's Health and Safety Committee to conduct a walk-through inspection of newly renovated or constructed areas to confirm that the area is ready to be reopened for use; and
4. An emergency plan which will address potential concerns with the capital project including, but not limited to, evacuation procedures, fire drills, and structural failures.

Asbestos Inspection: 40 Code of Federal Regulations (CFR) Part 763, Subpart E  
15 USC Sections § 2641-2656

Carbon Monoxide Detection: 19 NYCRR § 1228.4

Fire Inspection: Education Law Section § 807-a

8 New York Code of Rules and Regulations (NYCRR) Section § 155.4

Health and Safety Committee: 8 New York Code of Rules and Regulations (NYCRR) Section § 155.4(d)(1)

Legionella Protection: 10 NYCRR § 4.1, *et seq.*

Plans and Specifications: Education Law Sections § 408, 408-a and 409

8 New York Code of Rules and Regulations (NYCRR) Sections § 155.1 and 155.2

19 New York Code of Rules and Regulations (NYCRR) Sections § 1221-1240

Structural Safety Inspections: Education Law Sections § 409-d, 409-e, 3602 and 3641(4)

8 New York Code of Rules and Regulations (NYCRR) Sections § 155.1, 155.3, 155.4(b)(1)

Adopted: 06/27/07

Revised: 05/02/12

Revised: 11/04/15

Revised: 08/18/16

**SUBJECT: DISTRICT WELLNESS POLICY**

The Naples Central School District is committed to providing a school environment that promotes and protects children's health, well-being, and the ability to learn by fostering healthy eating and physical activity.

The District has established a wellness committee to develop the District's proposed local wellness policy, making such policy recommendations for review and adoption by the Board of Education. The District Wellness Committee includes, but is not limited to, representatives from each of the following groups:

- Parents;
- Students;
- Physical Education teachers;
- School Health professionals;
- The District's food service program;
- The School Board;
- School Administrators; and
- Members of the public.

The District Wellness Committee will also be responsible for assessing current activities, programs and policies available in the District, and providing mechanisms for implementation, evaluation, and revision of the policy. In doing so, the Wellness Committee will evaluate and make recommendations which reflect the specific needs of the District and its students.

**I. Goals to Promote Student Wellness**

The District seeks to ensure all of its students obtain the knowledge and skills necessary to make nutritious food selections and enjoy life-long physical activity. To this end, the District sets forth the following goals relating to nutrition promotion and education, physical activity, and other school-based activities.

**Nutrition Promotion and Education**

- a) Classroom Teaching: Nutrition topics will be integrated within the comprehensive health education curriculum and other instructional areas, as appropriate, and taught at every grade level, K through 12. Nutrition instruction will follow applicable New York State Standards and be designed to help students acquire:

(Continued)

Non-Instructional/Business  
Operations**SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)**

1. Nutrition knowledge, including but not limited to: the benefits of healthy eating; essential nutrients; nutritional deficiencies; principles of healthy weight management; the use and misuse of dietary supplements; and safe food storage, handling, and preparation.
  2. Nutrition related skills, including but not limited to: planning healthy meals; understanding and using food labels; critically evaluating nutrition information, misinformation, and commercial food advertising; assessing personal eating habits; and setting and achieving goals related to these concepts.
- b) Education, marketing, and promotion
1. As appropriate, the District will promote nutrition education activities that involve parents, students, and the community.
  2. The District will promote school and community awareness of this policy through various means, such as a publication on the District website.
  3. The District will encourage and promote wellness through social media, newsletters, and an annual family wellness event.
  4. Marketing and advertising on school campuses during the school day will be consistent with nutrition education and health promotion. As such, schools will restrict food and beverage marketing to the promotion of those foods and beverages that meet the nutrition standards set forth by the Healthy Hunger-Free Kids Act's Smart Snacks in School Rule.
  5. The District is cognizant of the fact that certain scoreboards, signs, and other durable equipment it employs may market foods and beverages in a way that is inconsistent with the aims of this policy. While the immediate replacement of such equipment may be impossible due to existing contracts or prohibitive costs, the District will consider replacing or updating such equipment over time to ensure the message it delivers to students regarding nutrition, health, and well-being is consistent.
- c) Additional provisions
1. Parents will be encouraged to send in healthy treats for classroom celebrations.
  2. School personnel are strongly discouraged from using food as a reward or withholding food as punishment under any circumstance.

(Continued)



**SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)**Physical Activity

- a) The Naples Central School District will provide opportunities for every student to participate in physical education and to be involved in physical activities. In doing so, the District aims to promote among students the development of knowledge and skills for specific physical activities, the maintenance of physical fitness, regular participation in physical activity, and an understanding of the short-term and long-term benefits from a physically active and healthy lifestyle.
- b) The District will ensure that the following standards are met to achieve its goal relative to physical education and physical activity:
  1. The District will have a Board-approved Physical Education plan on file with the New York State Education Department that meets or exceeds the requirements set forth in Section 135.4 of the Commissioner of Education's regulations.
  2. The District recognizes the importance of physical education classes in providing students with meaningful opportunities for physical exercise and development. Consequently, the District will ensure:
    - (a) All physical education classes are taught or supervised by a certified physical education teacher.
    - (b) All physical education staff receive professional development on a yearly basis.
    - (c) Interscholastic sports, intramural sports, and recess do not serve as substitutes for a quality physical education program.
    - (d) Students are afforded the opportunity to participate in moderate to vigorous activity for at least 60% of physical education class.
    - (e) It provides adequate space and equipment for physical education and conforms to all applicable safety standards.
    - (f) A sequential physical education course of study consistent with national standards for physical education is implemented, with a focus on students' development of motor skills, movement forms, and health related fitness.
    - (g) A physical and social environment is provided that encourages safe and enjoyable activity for all students, including those who are not athletically gifted.

(Continued)

**SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)**

- (h) Activities are adapted to meet the needs of students who are temporarily or permanently unable to participate in the regular program of physical education. In doing so, the District will abide by specific provisions in 504 Plans and/or individualized education programs (IEP).
  - (i) All students, including students in need of adaptive physical education, will be encouraged to participate in physical fitness programs and competitions.
3. All students will be required to fulfill the physical education requirements set forth in the regulations of the Commissioner of Education as a condition of graduating from the District's schools.
- c) Recognizing the need for movement and physical activity, students will be encouraged reduce sedentary time through physical education classes, short activity breaks, the "Plus 5" fitness program, and recess. Each day, all elementary school students will be offered one daily period of recess for a minimum of twenty (20) minutes. This requirement will not apply on days where students arrive late, leave early, or are otherwise on campus for less than a full day.

Because recess is an important way for students to play and release energy, physical activity will not be withheld as a consequence for minor academic or disciplinary reasons. However, it is important to note that schools are responsible for the safety and educational success of all students. There may be times when a teacher or administrator withholds recess if a student is involved in a significant behavioral issue or if there are chronic academic concerns. In these instances, the school will notify parents, and they will be asked to help develop a specific plan supporting the specific needs of their son or daughter.

In addition, recess will be held indoors during the fall hunting season and when there are concerns related to inclement weather (E.g. RealFeel temperatures below 20 degrees, rain, high winds, etc.). Parents are also asked to ensure that their son or daughter comes to school with appropriate clothing for outdoor play.

(Continued)

**SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)**Other School-based Activities

The District is committed to establishing a school environment that is conducive to healthy eating and physical activity for all. The District will, therefore, adopt the following standards:

## a) Federal School Meal Programs

1. The District will participate, to the maximum extent practicable, in available federal school meal programs (including the School Breakfast Program, National School Lunch Program and Summer Food Service Program). Food served through these programs will meet all applicable federal and state standards.
2. The District will ensure that food service directors, managers, and staff are provided with annual professional development in the areas of food and nutrition consistent with USDA Professional Standards for State and Local Nutrition Programs. District food service staff will meet with students in grades 4 through 12 twice annually to solicit feedback on the school breakfast and/or school lunch program(s).

## b) Access to school nutrition programs:

The District will utilize a system of student payment that ensures all eligible students have access to free/reduced meals in a non-stigmatizing manner.

## c) Meal Environment

The District will ensure:

1. School dining areas have sufficient space for students to sit and consume meals.
2. School dining areas are clean, safe, and pleasant environments that reflect the social value of eating.
3. Enough serving areas are provided to ensure student access to school meals with a minimum of wait time.
4. All students have a scheduled lunch period.
5. Lunch times are scheduled near the middle of the school day.
6. Students are given adequate time to eat healthy meals.
7. Students and staff have access to free, safe, and fresh drinking water throughout the school day and where school meals are served.

(Continued)

**SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)**

## d) Community Access to District Facilities for Physical Activities:

School grounds and facilities will be available to students, staff, community members and organizations, and agencies offering physical activity and nutrition programs consistent with District policy, including provisions regarding conduct on school grounds and administrative approval of use by outside organizations.

## e) Community Partnerships

The District will continue relationships with community partners in support of this wellness policy's implementation. Existing and new community partnerships will be evaluated to ensure they are consistent with this policy and its goals.

**Nutrition Guidelines**

In an effort to encourage healthy life-long eating habits by providing foods that are high in nutrients, low in fat and added sugars, and of moderate portion size, the District Wellness Committee will recommend nutrition standards to be set for all foods and beverages available on school campus. For purposes of this section, the school day is defined as the period from the midnight before, to thirty (30) minutes after the end of the official school day.

School Meals

School meals will, at a minimum, meet the program requirements and nutrition standards of the School Breakfast and National School Lunch Programs.

Fundraising

- a) All food and beverages sold as a fundraiser during the school day will meet the nutritional requirements listed in the USDA Healthy, Hunger-Free Kids Act "Smart Snacks in Schools" Rule.
- b) School-sponsored fundraisers conducted outside of the school day will be encouraged to support the goals of this policy by promoting the sale of healthy food items (fresh fruit and produce) and/or non-food items, such as water bottles, plants, etc., and by promoting events involving physical activity.
- c) School administrators, with the assistance of the District Wellness Committee, will create and promote a list of approved fundraising activities. All fundraisers taking place during the school day must be approved by the appropriate Building Principal prior to their being conducted.

(Continued)

**SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)**Competitive Foods

- a) Competitive foods-which include all foods and beverages sold outside the school meal programs, on the school campus in student accessible areas, and at any time during the school day-will follow, at a minimum, the nutrition standards specified by the Healthy, Hunger-Free Kids Act. These standards will apply to all foods and beverages sold individually and outside of the reimbursable school meal, including vending machines, school stores and cafeteria a la carte lines.
- b) Additionally, the District will not sell foods of minimal nutritional value in the student store, from a machine, or anywhere in the building from the beginning of the school day until the end of the last lunch period. Prohibited foods include: soda water, water ices (excluding ices containing fruit or fruit juices), chewing gum, hard candy, jellies, gums, marshmallow candies, licorice, fondants (soft mints, candy corn), cotton candy and candy coated popcorn.

Foods and Beverages Sold or Served at Events Outside of the School Day

- a) All foods and beverages sold or served at school-sponsored events will be a single serving.
- b) At events where food and beverages are sold, 50% of items sold must meet the USDA Healthy, Hunger-free Kids Act "Smart Snacks in Schools" Standards.

**Implementation and Evaluation of the Wellness Policy**

- a) The District will establish an implementation and evaluation plan for this policy in order to monitor its effectiveness and the possible need for further modification over time. To this end, the District designates the following individuals to have operational responsibility for ensuring that the District meets the goals and mandates of this policy:  
Administrators;  
School health personnel including the school nurse, health and/or physical education teachers;  
School Food Service Director;  
District Health and Wellness Director/Chairperson
- b) These designated staff members will also serve as liaisons with community agencies in providing outside resources to help in the development of nutritional education programs and promotion of physical activities.

(Continued)

**SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)**

- c) The District will annually report on the progress each of its schools has made toward meeting the goals of this policy. Such report will include:
1. The website address for the wellness policy and/or information on how the public can access a copy;
  2. A description of each school's progress in meeting the wellness policy goals;
  3. A summary of each school's local school wellness events or activities;
  4. Contact information for the leader(s) of the Wellness Committee; and
  5. Information on how individuals can get involved in the Wellness Committee's work.
- Such report will be provided to the Board of Education and also distributed to the Wellness Committee, parent-teacher organizations, Building Principals, and school health services personnel within the District. The report will be available to community residents upon request.
- d) Evaluation and feedback from interested parties, including an assessment of student, parent, teacher, and administration satisfaction with the wellness policy, are welcomed as an essential part of the District's evaluation program.
- e) The District will document the financial impact, if any, to the school food service program, school stores, or vending machine revenues based on the implementation of the wellness policy.
- f) Assessments of the District's wellness policy and implementation efforts may be repeated on an triennial basis. The assessment will include:
- 1) Compliance with the wellness policy;
  - 2) How well the policy compares to model wellness policies; and
  - 3) Progress made in attaining the goals of the wellness policy.
- g) The District, will, as necessary, revise the wellness policy and develop work plans to facilitate its implementation.

(Continued)

Non-Instructional/Business  
Operations

**SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)**

42 United States Code (USC) Section 1758b  
7 Code of Federal Regulations (CFR) Section 210.10  
79 FR 10693  
Education Law Section 915  
8 NYCRR Section 135.4

Refer to Policy 5660 School Food Service Program (Lunch and Breakfast)/School District Nutrition  
Advisory Committee

Adopted: 06/27/07  
Revised: 04/28/10  
Revised: 01/05/11  
Revised: 05/20/15  
Revised: 08/16/16

**SUBJECT: USE OF SURVEILLANCE CAMERAS IN THE SCHOOL DISTRICT AND ON SCHOOL BUSES**

The following rules and regulations implement the District's policy on the use of video surveillance cameras on District property, including school buses. Through these rules and regulations, the District seeks to protect students, staff, visitors, and District property.

- 1) The building principal or his/her designee in conjunction with the Superintendent of Schools will determine when and where video surveillance cameras are to be used;
- 2) The building principal or his/her designee is the only individual permitted to conduct an initial review of the surveillance camera recording(s), when necessary;
- 3) Surveillance recordings will generally be promptly erased or reused unless the building principal or his/her designee determines that those recordings should be preserved for use in disciplinary proceedings or other investigations;
  - a. If surveillance recordings are to be used in student disciplinary proceedings or other investigations, those recordings will be maintained as an educational record in accordance with relevant law and regulation, including the Family Educational Rights and Privacy Act ("FERPA");
  - b. Students may be permitted to view certain portions of surveillance camera recordings that are maintained by the District to the extent that they are used as evidence in their own disciplinary hearing. Those students and/or the parent or guardian may be entitled to obtain a copy of those portions of the recording at their own personal expense.
- 4) Surveillance recordings are generally not available for viewing by the public, District employees, or the media. Access to surveillance recordings will be limited in order to maintain the integrity and confidentiality of the recordings. To that end, certain District administrators or teachers may be permitted to view segments of the recording for the purpose of documenting disciplinary issues, criminal activity, or other educational reason as determined by the building principal or his/her designee or the Superintendent;
- 5) There may be occasions pursuant to court order, subpoena, or law, where the building principal or his/her designee or the Superintendent is authorized to make video surveillance camera recordings available to law enforcement officials or the Office of Children and Family Services.

Adopted: 06/27/07  
Revised: 06/13/12  
Revised: 08/18/16



**SUBJECT: TRANSPORTATION OF STUDENTS****Requests for Transportation to and from Non-Public Schools**

The parent or person in parental relation of a parochial or private school child residing in the District who desires his or her child be transported to a parochial, private, or charter school outside of the District during the next school year, must submit a written request to the Board no later than April 1 of the preceding year, or within thirty (30) days of moving into the District. The District will publish the April 1 date in its school calendar and/or local newspaper as a reminder to parents of this deadline. Late requests will not be denied where a reasonable explanation is provided for the delay.

**Transportation to Nonpublic Schools on Holidays**

The District will share its calendar and start and dismissal times with nonpublic schools before the start of the school year. The District is not required to provide transportation to nonpublic schools on days on which the District's schools are not in session.

**Transportation for Nonpublic School Students with Disabilities who are Parentally Placed**

For students with disabilities, ages 5 through 21, who are parentally placed in nonpublic schools outside their district of residency, if special education services are to be provided to a student at a site other than the nonpublic school, the school district of location is responsible for providing the special education services, including, as applicable, arranging and providing transportation necessary for the student to receive special education services.

The district of residence remains responsible to provide transportation to parentally placed nonpublic school students from the student's home to the nonpublic school.

**Transportation of Students with Disabilities**

Transportation of students with disabilities in the District may not exceed fifty (50) miles one way from the student's home to the appropriate special service or program, unless the Commissioner certifies that no appropriate nonresidential special service or program is available within fifty (50) miles. In that event, the Commissioner may then establish transportation arrangements.

**Student Information**

Upon written consent of the parent or person in parental relation, every school bus which is used to regularly transport students with disabilities will maintain the following information about each student with a disability being transported:

(Continued)

**SUBJECT: TRANSPORTATION OF STUDENTS (Cont'd.)**

- a) Student's name;
- b) Nature of the student's disability;
- c) Name of the student's parent, guardian or person in parental relation and one or more telephone numbers where that person can be reached in an emergency; and/or
- d) Name and telephone number of any other person designated by such parent, guardian or person in parental relationship who can be contacted in an emergency.

This information will be used solely for the purpose of contacting the student's parent, guardian, person in parental relationship, or designee in the event of an emergency involving the student, will be kept in a manner which retains the privacy of the student, and will not be accessible to any person other than the driver or a teacher acting in a supervisory capacity. In the event that the driver or teacher is incapacitated, this information may be accessed by any emergency service provider.

This information will be updated as needed, but at least once each school year and will be destroyed if parental consent is revoked, the student no longer attends the school, or the disability no longer exists.

**Fire Extinguishers**

School buses manufactured on or after January 1, 1990 fueled with other than diesel fuel and used to transport three (3) or more students who use wheelchairs or other assistive mobility devices or with a total capacity of more than eight (8) passengers and used to transport these students will be equipped with an engine fire suppression system.

School buses manufactured on or after September 1, 2007 fueled with diesel fuel and used to transport three (3) or more students who use wheelchairs or other assistive mobility devices or with a total capacity of more than eight (8) passengers used to transport these students will be equipped with an engine fire suppression system.

School buses will also be equipped with at least one hand fire extinguisher in the event of an emergency.

**Transportation of Non-Resident Students**

Non-resident families must provide their own transportation.

Continued)

**SUBJECT: TRANSPORTATION OF STUDENTS (Cont'd.)****Transportation to School Sponsored Events**

Where the District has provided transportation to students enrolled in the District to a school sponsored field trip, extracurricular activity, or any other similar event, it will also provide transportation back to either the point of departure or to the appropriate school in the District unless a student's parent or legal guardian has provided the District with written notice, consistent with District policy, authorizing an alternative form of return transportation for the student. In cases where intervening circumstances make transportation of a student back to the point of departure or to the appropriate school in the District impractical, and the parent has not authorized return transportation, a representative of the District will remain with the student until the student's parent or legal guardian has been contacted and informed of the intervening circumstances; and the student has been delivered to his or her parent or legal guardian.

**Transportation in Personal Vehicles**

Personal cars of teachers and staff will not be used to transport students except in the event of extenuating circumstances and authorized by the administration.

Education Law Sections 1604, 1709, 1804, 1903, 1950, 2503, 2554, 2590-e, 3242, 3602-c, 3621, 3623-a(2c), 3635, 4401-a, 4401(4), 4404, 4405, and 4410-6

NOTE: Refer also to Policy #7131 -- Education of Homeless Children and Youth

Adopted: 06/27/07  
Revised: 02/15/12  
Revised: 08/18/16

**SUBJECT: GRADUATION OPTIONS/EARLY GRADUATION/ACCELERATED PROGRAMS**

In order to graduate from the District, a student must complete or may exceed the requirements set forth in Part 100 of the Commissioner's regulations. The Board reserves the right to establish requirements for graduation which exceed the minimum standards as defined by the New York State Regents. All students must be in compliance with Commissioner's Regulations for graduation to achieve a minimum of a Regents diploma unless otherwise indicated. Therefore, in accordance with applicable law and regulations, the District may award one (1) or more of the following to students:

- 1) Regents Diploma;
- 2) Regents Diploma with Honors;
- 3) Regents Diploma with Advanced Designation;
- 4) Regents Diploma with Advanced Designation with Honors;
- 5) Annotation of Science and/or Math Mastery;
- 6) Career and Technical Endorsement.

**Pathways to Graduation**

In addition to the four (4) Regents examinations or approved alternative exams required of all students the fifth examination requirement may be satisfied by passing an approved Pathways Assessment that measures an equivalent level of knowledge and skill.

**Appeal of Regents Examination Score Option**

Students who fail certain Regents examinations may have access to the appeals process in accordance with the provisions of the Commissioner's regulations.

**Early Graduation**

Upon request from the student's parent or guardian, a student will be eligible for early graduation in fewer than eight (8) semesters upon completion of all requirements for graduation, excluding physical education, as mandated by Commissioner's Regulations. A student will not be required to continue enrollment for the sole purpose of completing physical education requirements.

(Continued)

**SUBJECT: GRADUATION OPTIONS/EARLY GRADUATION/ACCELERATED PROGRAMS (Cont'd.)****Accelerated Programs****Eighth Grade Acceleration for Diploma Credits**

Individual eighth grade students may be afforded the opportunity to take high school courses in mathematics and in at least one of the following areas: English, social studies, languages other than English, art, music, career and technical education subjects, or science courses. The Superintendent or designee is responsible for determining whether an eighth grade student is eligible to take high school courses. The District will utilize a set of criteria to determine each student's readiness for acceleration. Students who are accelerated for diploma credit must have been provided instruction designed to facilitate their attainment of, by the end of Grade 7, the State intermediate learning standards in each subject area in which they are accelerated.

**Advanced Placement**

Advanced Placement (AP) examinations for a variety of courses are administered by the College Board in May of each year with strict guidelines as to their implementation. AP examinations afford students the opportunity to earn credit or advanced standing in most of the nation's colleges and universities. The District will utilize a set of criteria to determine a student's readiness for enrollment in the AP classes.

**Dual Credit for College Courses**

Students who wish to enroll in college level coursework must meet all academic, grade level, and coursework requirements as set forth by administrative guidelines. Students who have demonstrated intellectual and social maturity may choose to matriculate at any one of the colleges that have a cooperative agreement with our District. These opportunities may include early admission to college, collegiate-level work offered in the High School, or other means of providing advanced work. Review and approval by the administration are necessary before any college courses may be taken during the school day.

The Board will not be required to pay tuition and other related costs for those High School students enrolled in college courses.

(Continued)

**SUBJECT: GRADUATION OPTIONS/EARLY GRADUATION/ACCELERATED PROGRAMS (Cont'd.)****Online Coursework**

The District may offer students the ability to complete general education and diploma requirements for a specific subject through online instruction or blended coursework that combines online and classroom-based instruction.

To receive credit for this online coursework, students must successfully complete an online or blended course and demonstrate mastery of the learning outcomes for the subject by passing the Regents exam and/or other assessment in the subject area.

8 N.Y. Code of Rules and Regulations (NYCRR) Sections 100.1(i), 100.2(f), 100.4(d), 100.5, 100.6 and 200.5

NOTE: Refer also to: Policy #7222 – Diploma and/or Credential Options for Students with Disabilities

Adopted: 06/27/07  
Revised: 11/03/10  
Revised: 05/02/12  
Revised: 12/18/13  
Revised: 11/04/15  
Revised: 08/18/16

## Students

**SUBJECT: RIGHTS OF NON-CUSTODIAL PARENTS**

The Board is mindful that various arrangements exist for the care and custody of children residing in the District. The District attempts to maintain current family information to help ensure student safety, proper communication with parents, and appropriate educational programming. Parents who are divorced, legally separated, or otherwise live apart should supply the District with relevant information and documentation, including custody orders, regarding who is responsible for the custody and care of their child, and who is permitted to make educational decisions for that child.

A non-custodial parent's participation in his or her child's education will be governed by the terms of any custody order. As a general matter, however, the District encourages non-custodial parents to participate in their child's education. Unless prohibited from doing so by a court order, non-custodial parents may request information about their child, inspect and review their child's records in accordance with the Family Educational Rights and Privacy Act (FERPA) and District policy, and otherwise remain interested in their child's education.

The District will not release students to a non-custodial parent without the custodial parent's consent. It is the parent's responsibility to inform the District if and when the child may be released to individuals other than the custodial parent in a form acceptable to the District.

NOTE: Refer also to Policies #7130: Entitlement to Attend -- Age and Residency  
#7240: Student Records: Access and Challenge

Adopted: 08/18/16

## Instruction

**SUBJECT: INSTRUCTIONAL PROGRAMS: DRIVER EDUCATION, GIFTED AND TALENTED EDUCATION AND PHYSICAL EDUCATION****Driver Education**

The Naples Central School District shall provide a driver education course to eligible students. Access to the course is limited to those students who are sixteen (16) years old or older and shall be afforded first to seniors according to birthdate then to juniors by birthdate, up to established enrollment limits.

The summer driver education program may be opened to non-resident students on a space available basis. Tuition will not be charged for the enrollment of students whose parents are property owners in the School District. Tuition of \$100 will be charged for students whose parents are not property owners in the School District. The opportunity will be offered on a "first come, first served" basis with preference being given to students whose parents own property in the District. Non-resident students interested in taking driver education in the Naples Central School District should contact the Main office in the High School.

Education Law Section 806-a  
8 New York Code of Rules and Regulations (NYCRR) Section 107.2

**Programs for Enrichment**

The Naples Central School District recognizes the need to cultivate potential gifted behaviors in all children. These behaviors can be encouraged through deliberate instructional efforts. Identification of these behaviors becomes a deliberate effort on the part of the Enrichment Coordinator and classroom teacher to search for and recognize the student's strengths, talents and sustained interests. Programming is carefully planned to provide challenge, diversity, options and opportunities for involvement and productivity. "Curriculum" refers to the process rather than a fixed set of materials or activities.

Education Law Article 90 and Section 3204(2)(b)  
8 New York Code of Rules and Regulations (NYCRR) Section 142

**Physical Education Class**

All students, except those with medical excuses, shall participate in physical education in accordance with the Commissioner's Regulations. Any student whose condition precludes participation in a regular program shall be provided with adaptive physical education approved by the Commissioner of Education.

Education Law Sections 803 and 3204  
8 New York Code of Rules and Regulations (NYCRR) Section 135.4

Adopted: 06/27/07  
Revised: 08/18/16



# Naples Central School

## 2016-2017 Substitute List

Last Name	First Name	POSITION	MAILING ADDRESS	TOWN, ZIP
Adams	Nicholas	Teacher	14 Monier St.	Naples, NY 14512
Altmire	Nadia	Teacher	7436 Sugarberry Drive	Naples, NY 14512
Altmire	Nadia	Teacher Aide	7436 Sugarberry Drive	Naples, NY 14512
Bachman	MaryAnn	Teacher	6080 Hicks Rd	Naples, NY 14512
Betrus	Barbara	Teacher	31 Clark Street	Naples, NY 14512
Bisetti-Haberstro	Karen	Teacher	4255 Champlin Rd.	Penn Yan, NY 14527
Bjork	Lyndsey	Cleaner	9 Concord Place	Naples, NY 14512
Borden	Anita	Bus Monitor	8357 County Road 36	Naples, NY 14512
Brace	Tammy	School Bus Driver	5126 Blodget Road	Naples, NY, 14512
Bradshaw	Rita	Teacher Aide	5 Pinewood Lane	Naples, NY 14512
Braniecki	Jacob	Teacher	119 Arlington Park	Naples, NY 14512
Breese	Karen	Teacher	6436 A Route 21	Naples, NY 14512
Brown	Edgar	Teacher	7120 County Road #34	Naples, NY 14512
Carmona	Moises	Nurse, Registered	7131 Seman Rd.	Naples, NY 14512
Clark	Everett	School Bus Driver	10875 Didas Road	Cohocton, NY 14826
Clawson	Rebecca	School Bus Monitor	P O Box 271	Naples, NY 14512
Coleman	Terri-Lee	Teacher	4376 Italy Hill Road	Branchport, NY 14418
Crawford	Priscilla	Teacher	4732 Seneca Point Road	Canandaigua, NY 14424
DelGatto	Danielle	Teacher	7240 Davis Rd.	Naples, NY 14512
DelGatto	Danielle	Teacher Aide	7240 Davis Rd.	Naples, NY 14512
Delucia	Anthony	School Bus Driver	6848 State Route 21	Naples, NY 14512
Didas	Anna	Nurse LPN	7909 Hickory Bottom Rd	Naples, NY 14512
Didas	Anna	Teacher Aide	7909 Hickory Bottom Rd	Naples, NY 14512
Didas	Anna	Typist	7909 Hickory Bottom Rd	Naples, NY 14512
Ditmars	Christopher	Cleaner	164 South Main St.	Naples, NY 14512
Dittman	Lisa	Teacher	7964 Gulick Rd.	Naples, NY 14512
Dittman	Lisa	Teacher Aide	7964 Gulick Rd.	Naples, NY 14512
Dittman	Lisa	Typist	7964 Gulick Rd.	Naples, NY 14512
Eggleston	Jean	Teacher Aide	1 Cohocton St.	Naples, NY 14512
Fowler	Michael	Teacher	132 North Main St.	Naples, NY 14512
Fowler	Michael	Teacher Aide	132 North Main St.	Naples, NY 14512
Frappier	Sargent	Teacher	25 Lyon St.	Naples, NY 14512
Frappier	Sargent	Teacher Aide	25 Lyon St.	Naples, NY 14512
Frazer	Suzanne	Teacher	215 Clute Road	Naples, NY 14512
Frazer	Suzanne	Teacher Aide/Monitor	215 Clute Road	Naples, NY 14512
Friend	Elizabeth	Lifeguard	5955 Route 21	Naples, NY 14512
Fuller	Shana	Teacher	7507 Geather Street	Naples, NY 14512
Fuller	Shana	Teacher Aide	7507 Geather Street	Naples, NY 14512
Fuller	Shana	Typist	7507 Geather Street	Naples, NY 14512
Gerstner	Alexandra	Lifeguard	5549 Hogan Lane	Canandaigua, NY 14424
Gleason	Rachel	Teacher Aide	6163 Gulick Rd.	Naples, NY 14512
Goodwin	LaDonna	Teacher Aide	4749 State Route 245	Naples, NY 14512
Gordon	Samantha	Lifeguard	8118 Gulick Rd.	Naples, NY 14512
Grove	Denise	Teacher	128 North Main Street	Naples, NY 14512
Guy	Robert	Teacher	85 Howell St.	Canandaigua, NY 14424
Haitz	Lori	Cleaner	12 Elizabeth St., Apt. 2	Naples, NY 14512
Halferty	Stephen	Teacher	3087 Yoder Hill Road	Keuka Park, NY 14478
Hall	Wendy	Teacher	5339 Whiting Road	Naples, NY 14512
Hall	Wendy	Teacher Aide	5339 Whiting Road	Naples, NY 14512
Hall	Wendy	Teacher Assistant	5339 Whiting Road	Naples, NY 14512
Herbert	Sarah	Teacher Aide	7 Lyon Street	Naples, NY 14512
Hina	Sheri	Cleaner	PO Box 597, 144 S. Main St., Apt 3	Naples, NY 14512
Hotelling	Jill	Teacher Aide	4710 West Avenue	Middlesex, NY 14507

# Naples Central School

## 2016-2017 Substitute List

Last Name	First Name	POSITION	MAILING ADDRESS	TOWN, ZIP
Hudson	Ronna	Teacher Aide/Monitor	PO Box 452, 8660 St.Rt. 21	Naples, NY 14512
Hunt	Robert	Automotive Mechanic/Bus Driver	9342 New Galen Road	Cohocton, NY 14826
Hunt	Robert	Building Maintenance Assistant	9342 New Galen Road	Cohocton, NY 14826
Hunt	Robert	Building Maintenance Mechanic	9342 New Galen Road	Cohocton, NY 14826
Hunt	Robert	School Bus Driver	9342 New Galen Road	Cohocton, NY 14826
Jackson,III	Edward	Teacher	5036 County Road 36	Honeoye, NY 14471
Jensen	Erin	Lifeguard	11505 Nickles Road	Prattsburgh, NY 14873
Jensen	Erin	Teacher	11505 Nickles Road	Prattsburgh, NY 14873
Johnson	Brian	Bus Monitor	7131 Seman Rd.	Naples, NY 14512
Johnson	Sharon	Bus Monitor	7131 Seman Rd.	Naples, NY 14512
Johnson	Sharon	Food Service Helper	7131 Seman Rd.	Naples, NY 14512
Johnson	Sharon	School Monitor	7131 Seman Rd.	Naples, NY 14512
Johnson	Sharon	Teacher Aide	7131 Seman Rd.	Naples, NY 14512
Joseph	Deborah	School Monitor	5392 State Road 53	Naples, NY 14512
Joseph	Deborah	Teacher Aide	5392 State Road 53	Naples, NY 14512
Joseph	Deborah	Typist	5392 State Road 53	Naples, NY 14512
Kansco	Christine	Teacher		
Kenney	Clair	Teacher	8293 Blueberry Hill	Naples, NY 14512
Krohn	Rachel	Teacher	28 Main St.	Bath, NY 14810
Leach	Leigha	Teacher Aide	6931 Tannery Creek Rd	Naples, NY 14512
Liebentritt	Henry	Teacher	5862 Route 64	Canandaigua, NY 14424
Liebentritt	Henry	Teacher Aide	5862 Route 64	Canandaigua, NY 14424
Lincoln	Amy	Teacher	27 Thrall St.	Naples, NY 14512
Lincoln	Melissa	Teacher	9 Rosencrans Street	Cohocton, NY 14826
Mason	Pamela	Teacher	357 Scott Road	Penn Yan, NY 14527
Matthews	Skyler	Lifeguard, Temporary	3852 Brink Rd.	Naples, NY 14512
Matthews	Daniel	Teacher	3852 Brink Rd.	Naples, NY 14512
Maynard	Lauren	Teacher	65 East Street	Naples, NY 14512
Maynard	Lauren	Teacher Aide	65 East Street	Naples, NY 14512
McArdle	Ashley	Teacher	6188 Buckskin Dr.	Farmington, NY 14425
McDonald	Julie	Teacher	3480 Route 247	Canandaigua, NY 14424
Moore	Alan	Teacher	8863 State Route 21	Naples, NY 14512
Moore	Micah	Teacher	8624 State Route 21	Naples, NY 14512
Nielsen	Jessica	Teacher	8288 Strutt Street	Wayland, NY 14572
Olney	Antone	Teacher	7884 Gulick Rd.	Naples, NY 14512
Perry	Felix	Teacher	8215 Hunt Hollow Rd.	Naples, NY 14512
Perry	Madelaine	Teacher	8215 Hunt Hollow Rd.	Naples, NY 14512
Perry	Felix	Teacher Aide	8215 Hunt Hollow Rd.	Naples, NY 14512
Polimeni	Courtney	Nurse RN	27 Lilac Dr.	Brighton, NY 14620
Polimeni	Courtney	Teacher	27 Lilac Dr.	Brighton, NY 14620
Porter	Juanita	Teacher	8771 Atlanta-Garlinghouse Rd	Naples, NY 14512
Pulver	Edda	Teacher	7960 Garlinghouse Rd.	Naples, NY 14512
Radak	Sharon	Teacher	4851 Route 64	Canandaigua, NY 14424
Radak	Sharon	Teacher Assistant	4851 Route 64	Canandaigua, NY 14424
Randall	Tara	School Bus Monitor	PO Box 341	Naples, NY 14512
Randall	Tara	Teacher Aide	PO Box 341	Naples, NY 14512
Schearing	Jordan	Teacher	42 Vine St.	Naples, NY 14512
Schelter	Rosemary	Teacher Aide	7154 South Gannett Hill Rd.	Naples, NY 14512
Schenk	Marilou	Cleaner	780 Italy Valley Rd	Naples, NY 14512
Schenk	Marilou	Food Service Helper	780 Italy Valley Rd	Naples, NY 14512
Schmitt	Tracey	Clerk	4817 West River Rd.	Naples, NY 14512
Schmitt	Tracey	School Bus Monitor	4817 West River Rd.	Naples, NY 14512
Schmitt	Tracey	Teacher Aide	4817 West River Rd.	Naples, NY 14512

# Naples Central School 2016-2017 Substitute List

Last Name	First Name	POSITION	MAILING ADDRESS	TOWN, ZIP
Schmitt	Tracey	Typist	4817 West River Rd.	Naples, NY 14512
Schutz	Caroline	Food Service Helper	8600 State Route 21 #20	Naples, NY 14512
Schwartz	Jodie	Teacher	6094 State Route 21	Naples, NY 14512
Schweigert	Kimberly	Teacher	4466 Kipp Road	Canandaigua, NY 14424
Slocumbe	Gail	Teacher	8915 Garlinghouse-Atlanta Rd	Naples, NY 14512
Smith	Holly	Clerk	6291 Gulick Road	Naples, NY 14512
Smith	Holly	Teacher	6291 Gulick Road	Naples, NY 14512
Smith	Holly	Teacher Aide	6292 Gulick Road	Naples, NY 14513
Smith	Holly	Typist	6291 Gulick Road	Naples, NY 14512
Smith	Zoe	Lifeguard	5325 Route 21	Canandaigua, NY 14512
Snyder	Sandra	Bus Monitor	217 E.Naples St.	Wayland, NY 14572
Snyder	Sandra	Clerk	217 E.Naples St.	Wayland, NY 14572
Snyder	Sandra	Food Service Helper	217 E.Naples St.	Wayland, NY 14572
Snyder	Sandra	School Monitor	217 E.Naples St.	Wayland, NY 14572
Snyder	Sandra	Teacher Aide	217 E.Naples St.	Wayland, NY 14572
Snyder	Sandra	Typist	217 E.Naples St.	Wayland, NY 14572
Spaid	Ben	Lifeguard	6686 McGary Road	Naples, NY 14512
Spaid	Megan	Teacher	6686 McGary Road	Naples, NY 14512
Spaid	Megan	Teacher Aide	6686 McGary Road	Naples, NY 14512
Stephens	Belmont	Bus Driver	3200 Sawdust Rd.	Wayland, NY 14572
Stevens	Roberta	Clerk		
Stewart	Joseph	Teacher	11 Pleasantside Drive	Wayland, NY 14572
Storer	Lisa	Teacher	2569 Wheeler Station Road	Bloomfield, NY 14469
Summers	Cassandra	Clerk	6010 Medalist Lane	Canandaigua, NY 14424
Summers	Cassandra	Teacher	6010 Medalist Lane	Canandaigua, NY 14424
Summers	Cassandra	Teacher Aide	6010 Medalist Lane	Canandaigua, NY 14424
Tripp	Helen	Teacher	5225 Nott Rd.	Canandaigua, NY 14424
Trumbower	Evan	Teacher	5680 State Route 21	Naples, NY 14512
Trumbower	Evan	Teacher Aide	5680 State Route 21	Naples, NY 14512
Verbyla	Christina	Teacher	188 North Main St Apt. E	Naples, NY 14512
Verbyla	Christina	Teacher Aide	188 North Main St Apt. E	Naples, NY 14512
Vest	Tyler	Teacher	6681 County Road 12	Naples, NY 14512
Welch	Barbara	Teacher Aide	7002 County Road 12	Naples, NY 14512
Wentzel	Ian	Teacher	8991 Atlanta Garlinghous Rd	Naples, NY 14512
Wheaton	Christine	Clerk		
Wheaton	Christine	Teacher Aide		
Wilkins	Susan	School Bus Monitor	6034 County Road 36	Honeoye, NY 14471
Wilkins	Susan	School Monitor	6034 County Road 36	Honeoye, NY 14471
Wilkins	Susan	Teacher Aide	6034 County Road 36	Honeoye, NY 14471
Williams	Evon	Cleaner	6708 Gulick Rd.	Naples, NY 14512
Williams	Evon	Food Service Helper	6708 Gulick Rd.	Naples, NY 14512
Wydra	Kathy	Nurse, Registered	69 Cliffside Dr.	Canandaigua, NY 14424
Yee	Clyde	Teacher	7930 Garlinghouse Road	Naples, NY 14512
Zeh	Allison	Cleaner	2230 Wearkley Rd	Wayland, NY 14572
Zona	David	Building Maintenance Assistant		