

BOARD MEETING: Regular
DATE: Wednesday, June 21, 2017
TIME: 6:30 p.m.
PLACE: Naples High School Cafeteria

I. Meeting Called to Order

II. Roll Call

III. Adopt the Agenda of the Regular Meeting of June 21, 2017 (Board Action)

IV. Executive Session (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
- Board of Education Summer Retreat
- Capital Improvement Update
- Thank You to Board of Education Member Robert Hotchkiss
- Have a Great Summer!

IX. Administrative Reports

- Elementary Principal
- Secondary Principal

X. Board Reports

- Facilities Committee

XI. Minutes (Board Action)

- Regular Meeting of June 7, 2017

XII. Contractual Agreement (Board Action)

- Superintendent's Contract

XIII. Stipulation of Settlement (Board Action)

XIV. Reserve Funds (Board Action)

XV. Business (Board Action)

- Establish date of Organizational Meeting
- Discards
- Policy Updates

XVI. Personnel (Board Action)

- Resignations
 - Building Maintenance Mechanic
- Appointment
 - Custodian
 - Groundskeeper/Automotive Mechanic
 - Elementary Education Teacher
 - Elementary Special Education Teacher
- Summer Hours
- 2017-2018 Department Chairpersons
- 2017-2018 Extra-Curricular

XVII. Consent Agenda Items (Board Action)

- Committee on Special Education Actions
- Volunteers
- Student Teachers
- Substitute

XVIII. Adjournment (Board Action)

Regular Meeting

June 21, 2017

Minutes of a Regular Meeting of the Board of Education of Naples Central School held on Wednesday June 21, 2017 at 6:30 p.m. in the Naples High School Cafeteria.

Members Present:	Robert Brautigam	Robert Hotchkiss
	Joseph Callaghan: Arrived at 6:44 p.m.	Gail Musnicki
	Carter Chapman	Maura Sullivan
	Brent Gerstner	Margo Ulmer
	Jacob Hall	

Members Absent:

Also Present: Matthew Frahm, Mitchell Ball, Kristina Saucke, E. Bridget Ashton and Aubrey Krenzer.

Guests: Shirley Riffle, Diann Payne, Barbara Howard, and Dahl Schultz.

A quorum being present, the meeting was called to order at 6:31 p.m. by Board President Margo Ulmer.

Motion: Jacob Hall
2nd: Robert Brautigam
 Resolved, that the Board of Education approves the agenda of the Regular Meeting of Wednesday June 21, 2017 as presented.
Voting Yes: 8 Motion Carried
Voting No: 0

Motion: Robert Hotchkiss
2nd: Carter Chapman
 Resolved, that the Board of Education approves calling an executive session at 6:32 p.m. for the purpose of discussing the employment history of a particular person or persons.
Voting Yes: 8 Motion Carried
Voting No: 0

Time out of Executive Session: 7:00 p.m.

Public Comments

None

Board Response

None

Points of Interest

Board of Education Members shared highlights of the year.

Board of Education President Margo Ulmer thanked Robert Hotchkiss for his service.

Mrs. Ulmer mentioned that it is her last Board of Education Meeting and thanked the Board for their support. Board of Education Members shared some thoughts and thanked Mrs. Ulmer for her service.

Superintendent Recognitions & Updates

Superintendent Matthew Frahm spoke about some “Points of Pride” including the positive “senior prank”, the Hiking Club, the Outdoor Adventures Class, School Resource Officer Rick Jaus and his educational presence, Kindergarten Graduation, Bella Fowler won the Charlie Dubler Award, the annual spring art show, graduates of distinction inductees, and the Class of 2017.

Mr. Frahm noted that the Board of Education summer retreat will be August 8th, 2017. Mr. Frahm discussed the purpose of the Board Retreat.

Assistant Superintendent for Business Mitchell Ball presented a capital project report and spoke briefly about the L&D Holdings property purchase, a financial planning meeting, upcoming in district meetings with staff, likelihood of the project being done in two phases, and work being done on a planning timeline.

Mr. Frahm thanked Board of Education Member Robert Hotchkiss and Board of Education President Margo Ulmer for their service to the district. Mr. Frahm shared some reflections and memories of their Board Service.

Mr. Frahm wished everyone a great summer.

Administrative Reports

Elementary School Principal Kristina Saucke outlined items that appeared in the monthly Board of Education Report and spoke briefly about Kindergarten graduation, Bill Murphy and Jamie Weller for bringing High School graduates over for a visit, a \$1,000 grant for the courtyard, summer courtyard activities, Jamie Weller and Seth Almekinder and the collaborative ELA project, and summer activities.

Secondary Principal Bridget Ashton outlined items that appeared in the monthly Board of Education Report and spoke briefly about her first year, Regents week as a celebration of learning, current and upcoming interviews for vacancies, and upcoming initiatives for the 2017-18 year.

Board Reports

Board of Education and Facilities Committee Member Carter Chapman reviewed items as discussed in the Facilities Committee Meeting including the CNC Machine, high school bus loop, crack sealing, employee hiring, year-end events, the SMART Bond Act, the AHERA Plan, the equipment replacement plan, and the long range facilities plan.

Motion: Brent Gerstner

2nd: Robert Hotchkiss

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

- Regular Meeting of June 7, 2017

Voting Yes: 9

Motion Carried

Voting No: 0

Motion: Gail Musnicki
2nd: Joseph Callaghan

Resolved, that the Board of Education hereby ratifies and approves the revised contract of employment, covering the period from July 1, 2017 to June 30, 2022, between the Naples Board of Education and Matthew T. Frahm as Superintendent of Schools containing all of the relevant and applicable compensation, benefits, terms and conditions of employment, and hereby authorizes the President of the Board, or the Vice President in his/her absence, to execute said Agreement on behalf of the District and to file same with the District Clerk.

Voting Yes: 9 **Motion Carried**
Voting No: 0
Abstain: 0

Motion: Jacob Hall
2nd: Joseph Callaghan

WHEREAS, the Board of Education has reviewed a proposed Stipulation of Settlement
NOW, THEREFORE, BE IT RESOLVED that:

1. The Board hereby approves the Stipulation of Settlement with an employee and authorizes the Board President and the Superintendent of Schools to execute any necessary documents on behalf of the Board of Education upon the recommendation of legal counsel.
2. Effective June 30, 2017.

Voting Yes: 9 **Motion Carried**
Voting No: 0
Abstain: 0

Motion: Jacob Hall
2nd: Robert Brautigam

Resolved, that upon the recommendation of Matthew Frahm, Superintendent of Schools, the excess General Fund revenues over the expenditures for the 2016-2017 fiscal year exceeding the 4% limit may be transferred to the following fund reserves for the purpose of funding future obligations:

- ERS Retirement Contributions Reserve Fund: Up to \$500,000
- Employee Benefits Accrued Liability Reserve Fund: Up to \$100,000
- Capital Reserve Fund: Acquisition of Transportation Vehicles: Up to \$350,000
- Capital Reserve Fund: Transportation Facilities: Up to \$357,776

Voting Yes: 9 **Motion Carried**
Voting No: 0
Abstain: 0

Motion: Gail Musnicki
2nd: Maura Sullivan

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 upon the recommendation of the Superintendent, the Board of Education of the Naples Central School District does hereby set the date for the Organizational Meeting for July 12, 2017 at 6:00 p.m.

Regular Meeting

June 21, 2017

- Resolved, that the Board of Education approves the following policies, regulations and forms as presented:
 - Policy #8470 – Home Instruction
 - Policy #3000 – Website Accessibility
 - Policy #7521 – Students with Life-Threatening Health Conditions
 - Policy #6220 – Temporary Policy
- Resolved, that approval be given for the following discards to be declared surplus property and approval given to discard as per Policy #5250:
 - High School Discards:
 - A History of World Societies, 4th Edition, McKay: Twenty-four (24) Copies
 - A History of World Societies Study Guide, 4th Edition, Schmiechen/McKay: One (1) Copy
 - En Español 1A Textbooks: Sixty-seven (67) Copies
 - En Español 1B Textbooks: Thirty-five (35) Copies
 - Spanish Workbooks: Twenty-eight (28) copies
 - Spanish Resource Workbooks: Sixteen (16) copies
 - Spanish Audio Binders: Three (3) copies

Voting Yes: 9

Motion Carried

Voting No: 0

Motion: Jacob Hall

2nd: 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 resignation of Shawn Mason, Building Maintenance Mechanic, with regret, effective June 26, 2017, last day of employment June 25, 2017.
- Resolved, that the Board of Education approves the appointment of Danielle Rhodes, 3555 Bailey Road, Bloomfield, NY 14469, as Custodian, effective June 27, 2017 at a rate of \$14.50/hour.
- Resolved, that the Board of Education approves the temporary appointment of Adam Fitzgerald, 5206 Blodgett Road, as Groundskeeper/Automotive Mechanic, effective July 10, 2017 at a rate of \$15.00/hour.
- Resolved, that the Board of Education appoints the following teachers 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 Christina Brennan, to a probationary term of four (4) years beginning on July 1, 2017 and expiring on June 30, 2021, as 1.0 FTE Elementary Education Teacher, effective July 1, 2017. 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 Childhood Education (Grades 1-6), Initial; and Students with Disabilities (Grades 1-6), Initial. Salary for this position will be Step 3 of the 2017-2018 Distribution Schedule – Bachelors.

- Resolved, that the Board of Education approves the appointment of Alinda Gangi, 21 Elizabeth Street, Naples, NY 14512 to a probationary term of three years beginning on July 1, 2017 and expiring on June 30, 2020, as Reading teacher, effective July 1, 2017. The certification area and status is Literacy (Birth – Grade 6), Professional; Students with Disabilities (Grades 1-6), Professional; and Childhood Education (Grades 1-6), Professional. Salary for the 2017-2018 school year will be Step 7 of the 2017-2018 Distribution Schedule – Masters. 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 summer hours for Tammy J. Matthews, Psychologist, effective June 23, 2017, for up to forty (40) hours per week, at the rate of \$54.21/hr.
- Resolved, that the Board of Education approves the following Department Chairpersons for the 2017-2018 School Year, as per the Naples Teachers' Association current contract:

UPK - 2nd Grades: Elizabeth Dormer
3rd - 4th Grades: Christine Arsenault
5th - 6th Grades: Aaron O'Rourke
Elementary - Special Services UPK - 6: Jennifer Lester
High School - Career Science: Chad Ayers
High School - Science: Ann Kretchman
High School - Social Studies: Matthew Green
High School - English Language Arts: Jamie Weller
High School - Foreign Languages: Analisa Chapman
High School - Guidance: William Murphy
High School - Mathematics: Lesah McMullen
High School - Special Services 7-12: Rebecca Slade
District - Fine Arts: Julie Austin
District - Physical Education K-12: Robert Birdsall
District - Health Coordinator K-12: Alyson Powers

- Resolved, that the Board of Education approves the following Extra-Curricular appointments for the 2017-2018 School Year, salary as per negotiated agreement:

Academic All-Stars: Jon Betrus	Golf Club: Aaron O'Rourke – No stipend
Grade 7 Advisor: Joelle Nicholson	Go Go Coffee Advisor: Catherine Thayer – No Stipend
Grade 8 Advisor: Darlene Wolfanger	Helping Hands Art Club: Abigail Castle – No stipend
Grade 9 Advisor: Shelly Hannacker	High School Library Club: Colleen Betrus – No stipend
Grade 10 Advisor: Jon Betrus	Hiking Club: Jonathan Betrus
Grade 11 Advisor: Colleen Betrus	Naples Corner Store: Mathew Brown – No stipend
Grade 12 Co-Advisor: William Murphy	NCS Softball Co-Advisor: Robert Birdsall – No stipend
Grade 12 Co-Advisor: Jaime Weller	NCS Softball Co-Advisor: Alyson Powers – No stipend
Choral Director: Margaret Flanigan	NCS Baseball Advisor: Howie Fleischman – No stipend
Language Clubs: Spanish: Michelle Walpole	NCS Boys Basketball Advisor: Jeff Liebentritt – No stipend
National Honor Society: Colleen Betrus	NCS Girls Basketball Advisor: Adam Robison – No stipend
Naples Robotics: Patrick Freivald	NCS Running Club: Collen Betrus – No Stipend
Naples Robotics Tech Support: Adam Robison	NCS Swim Team Advisor: Courtney Gursliin – No stipend
Jr. Robotics: Jodie Schwartz – No Stipend	Operation Santa Advisor – Kelly VandeSande
Elementary 5/6 Grade Band: Amanda Erickson – No stipend	Peer Leadership Advisor: Bill Murphy – No stipend
Elementary Library Club: Kathleen Infantino – No stipend	P.L.A.N.T. Club Co-Advisor: Kyle Inda – No Stipend
Flying Fajitas Club: Robert Birdsall – No Stipend	P.L.A.N.T. Club Co-Advisor: Chris Kansco – No Stipend
Girls Softball Club: Alyson Powers – No stipend	Popcorn Sales Club: Natalie Ball – No stipend

Regular Meeting

June 21, 2017

Project Based Learning Co-Advisor: Colleen Betrus-No Stipend	Yearbook: Co-Advisor: Evelyn Letta
Project Based Learning Co-Advisor: Michelle Walpole-No Stipend	Yearbook: Co-Advisor: Cindy Myers
Ski Club Advisor: Abigail Castle	Musical Co-Director: Jennifer Gundy
Ski Club Assistant Advisor: Ryan Betrus	Musical Co-Director: Julie Austin
Senior High Band Director: Philip Bariteau	Color Guard - Spring: Barbara Hawks
Steel Pan Band: Jack Stover	Color Guard - Assistant: Kevin McLoud
Student Council-Elementary: Kathleen Infantino	Marching Band - Spring: Philip Bariteau
Student Council-Elementary: Jeffrey Liebentritt	Technology Assistant to the Swim Team: Melinda Foster
Student Council -Junior High: Joelle Nicholson	Wellness Coordinator: Alyson Powers
Student Council -Senior High: William Murphy	

Voting Yes: 9 Motion Carried
Voting No: 0

Motion: Joseph Callaghan
2nd: Jacob Hall

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 June 7, 2017 and June 8, 2017.

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

<u>Name</u>	<u>Placement</u>	<u>Supervising Teacher</u>
Kaitlynn Lane	Mathematics: 09/05/17 – 10/20/17	Adam Robison
Julia DiBernardo	Science: 09/05/17 – 10/20/17	Patrick Freivald
Christina Reilly	Spanish: 10/26/17 – 12/15/17	Analisa Chapman
Miranda Steinberg	Grade 1: 09/05/17 – 10/20/17	Brittany Ritz
Katelyn Kruppner	Kindergarten: 10/26/17 – 12/15/17	Kayc Cass-Northrop
Emily McClemont	Elem. Special Education: 10/26/17–12/15/17	Jennifer Lester

- c. Resolved, that the Board of Education hereby approves the following Volunteers:

<u>Name</u>	<u>Position</u>	<u>Address</u>
Jeffrey Fahy	Volunteer	8637 French Hill Road, Naples, NY 14512
Lori Haitz	Volunteer	23 Reed Street, Apt. 1, Naples, NY 14512
- d. Resolved, that the Board of Education hereby approves the following list of Substitute Appointment(s), pending a successful background clearance report provided to the school as a result of the fingerprinting process :

<u>Name</u>	<u>Position</u>	<u>Address</u>
Holly McCaslin	Teacher	28 North Dansville Street, Cohocton, NY 14826

Voting Yes: 9 Motion Carried
Voting No: 0

Motion: Robert Hotchkiss
2nd: Brent Gerstner

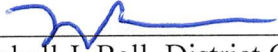
There being no further business, the Regular Meeting of June 21, 2017 is hereby adjourned at 7:48 p.m.

Voting Yes: 9 Motion Carried
Voting No: 0

Regular Meeting

June 21, 2017

Dated this 21st day of June, 2017



Mitchell J. Ball, District Clerk

Naples Elementary School Board of Education Updates ~ June 2017



June brought a special time to showcase our artists at Naples Elementary School! Mrs. Castle and Mrs. Neubauer organized an art show at the Cheshire Union Company Store. Students enjoyed having their art on display in a public setting and received rave reviews! During our spring concert on June 13th, our fantastic art teachers hosted an "interactive art show" in our courtyard. Students, as well as their family and friends, had a great time sharing their projects and creating new works of art! It was a beautiful night, and it offered a great chance to use our outdoor learning space. Mrs. Inda and Mrs. Kansco did some fundraising and recruited more volunteers after they saw the awesome planting beds that Mr. Callaghan built for us! We have some new bench seating that resulted from teacher donations (and a great deal at an auction!). We are thrilled to have received a \$1000 grant to purchase a "sail" covering to provide a shaded area for groups who wish to learn outdoors. ☺



Our beginning Band, Elementary Band, West River Rats Steel Pan Band and Elementary Chorus all performed beautifully despite the warm temperatures in the gym! Mrs. Erickson, Mrs. Austin and Mr. Stover have provided these students with another year of filled with learning and love of music. We couldn't be more grateful for their leadership of our Elementary Music Program! Thank you to everyone who came to the performance. Congratulations to Bella Fowler for receiving the Charlie Dublar Music Award!

Collaboration with our Instructional Coach Carrie Grove:

- On June 14, Carrie and I met with Anneke Radin-Snaith and Jessica Sheridan to plan our summer professional development day that will be focused on reviewing our state test data. We will also use review our common assessments this year, and use all of this information to drive instructional planning for 2017-2018.
- We completed our final data meetings on June 14th and 15th. Recommendations for interventions and instructional groupings were created based on progress monitoring and our June benchmark scores. For ELA we assess with running records using Fountas and Pinnell text levels, and for math we use AIMSweb. 7th grade recommendations were given to Mrs. Kastner.
- Monthly curriculum mapping continued through June! Carrie facilitates grade level team meetings that focus on creating ELA curriculum maps, as well as any necessary updates to our Math curriculum maps. Carrie has also worked with teams to fill in and update the Integrated Projects document. This cross content resource supports Special Area Teachers in the planning of lessons that support grade level curriculum topics.



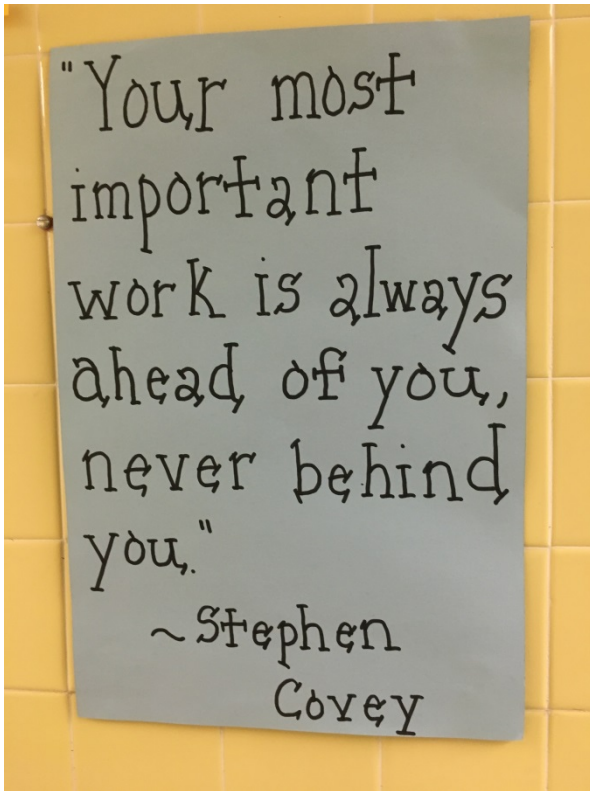
A huge shout out to Seth Almekinder and Jaime Weller for the great collaborative experience they provided to 5th and 8th graders. Mrs. Weller's students had a chance present a scene from *The Diary of Anne Frank* to Mr. Almekinder's class as a part of their Tolerance and Upstander Holocaust Study. Mr. Almekinder's students then shared their "Power of One" stories and slideshows they created to the 8th graders. These stories were amazing! Students had the experience of giving and receiving feedback on their work. It was a fantastic learning experience for both grade levels, and a true example of the power of collaboration! 😊

Computer Based Field Testing

This year 6th and 7th grade were selected for ELA field testing. We opted for Computer Based Field Testing again this year so that we could experience this new testing format in a low-stakes environment. Last year we administered the field tests in the computer lab on desktop computers. One consistent piece of feedback from the students was that they would

have preferred iPads, so this year we used the iPads to administer the tests. We will be going "operational" with Computer Based Testing in the next year or two (it's mandated by 2020.) Two years of field testing have allowed us to work out many of kinks. Many thanks to Anneke Radin-Snaith for the hours she put in to make sure this worked out so well for our students!

Visit to Pal Mac Middle School for Leader in Me



On May 19 eight Naples staff members (Aaron O'Rourke, Carrie Grove, Kris Saucke, Michelle Walpole, Brenda Boylan, Melissa Steenburgh, Bridget Ashton, and Anneke Radin-Snaith) visited Pal Mac Middle School for their Leader in Me Leadership Day and Open House. "[The Leader in Me](#) is a whole-school transformation model and process - developed in partnership with educators - that empowers students with the leadership and life skills they need to thrive in the 21st century." It's based on Sean Covey's [7 Habits of Highly Effective Teens](#). We were extremely impressed by the level of student ownership and engagement that we saw there, as well as by the structures that were put in place to grow student leadership. The whole school commitment to these values was evident in the physical space of the school as well as in students' conversations. We came back to Naples with lots of new ideas!



On June 12th, our 2017 Graduates came to the Elementary School for our annual Graduate Parade. It is a fun and inspiring moment for our young learners to see our high school students in their caps and gowns. There are always a few tears shed by staff members as we celebrate how far these young adults have come, and all that they have accomplished. We are so proud of them and wish them all the best in their new adventures after graduation!

Naples HS Board of Education Report

June 2017

It has been an incredible first year for me at Naples High School! Many thanks to the Board of Education, Naples Leadership team, Naples HS faculty, students, staff and community members for the warm welcome and support.





Noteworthy Celebrations - Academic and Extracurricular Acknowledgements

- 'Tis the season to celebrate student learning at the High School! Students were acknowledged for their academic and athletic achievement this month during Academic Award Night on 6/5 and the Athletic Banquet on 6/8. These auspicious occasions serve to remind us exactly why our educational community does what it does!
- Heartiest of congratulations to our Top 10% of the CLASS OF 2017:
 1. Emmett Felton: GPA 99.98
 2. Max Maczynski: GPA 98.60
 3. Chloe Louthan-Green: GPA 96.89
 4. Noah Ball: GPA 96.48
 5. Lexi McGory: GPA 94.27
 6. Seth Price: GPA 94.22
- Congratulations to the Class of 2017 Salutatorian: Max Maczynski, and to the Class of 2017 Valedictorian: Emmett Felton!
- Wow! We received formal notification that Emmett Felton is being offered an RIT sponsored National Merit Scholarship.



- A shout out to Sam Pergolizzi and Emma Lincoln for their performance of "For Good," during the 6/5 Faculty meeting. The link for the video tribute to Cindi, Ed, and Maureen may be found [here](#).
- Kudos to the performers of "So Long Farewell" during the 6/5 faculty meeting: Emma Lincoln, Bruce Elwell, Meaghan Gerstner, Ava Sheedy, Liam Almekinder and Emma D'Aurizio.
- A shout out to Katey Lincoln, Emma Lincoln and Lexi McGory for their a capella performance at the BoE meeting on 6/7.
- Check out Annie Clearman's article in the JUNE edition of the Neapolitan... She interviewed Naples students about "What Happened at School Today." To read what our students reported, click [here](#).
- Shout out to all of the students involved in the High School Spring Concert and Art Show on 6/1. It was an incredible evening of musical and artistic talent. We are proud of all of our students! Special thanks to Mr. Bariteau, Ms. Flanigan, Mrs. Neubauer and Mr. Frazer for bringing the event to life.
- WOW!! The Naples Marching Band and Color Guard took 1st place at the Theresa Pageant of bands, earning a score of 99.5 out of 100! Way to go!
- Congratulations to the Naples Marching Band and Phil Bariteau for earning 1st place in Class C at the Seneca Falls Parade of Bands (scoring 93 points)! We are so proud of you!
- Kudos to the Naples Marching Band and Color Guard for their participation in the Lilac Festival Parade on Saturday!
- KUDOS to our seventh graders, who brainstormed, developed, and executed a tremendous plan for Hungerfest at Naples HS on Thursday, 5/25.
- Congratulations to Chloe Severson, who wrote an article about the 7th Grade PBL project, Hunger Fest, and was published in the May edition of the Neapolitan Record. To view the May Neapolitan Record, click [here](#).
- Many thanks to Monica Kastner, the Seventh Grade team of teachers, and our seventh grade students for an extraordinary Shadowing Day experience for 6th graders on Thursday. Our incoming 7th graders left the HS beaming with excitement at the prospect of "crossing the street to the Big House" next year. Well done, everyone!
- WOW!! Zach Rocha passed the American Welding Society certification exam this week.
- Many thanks to Emma Lincoln, Julia Mark, and Fennel Makepeace for serving as peer leaders at the Elementary School this spring. Kyle Inda reports that not only did our students have a blast, they were a terrific support for the ES students.
- A shout out to Maureen Russell and her Environmental Science class for championing the composting project in the cafeteria. This team presented recommendations to the district on 5/10 in effort to foster heightened levels of environmental consciousness. As a participant in the "think tank" presentation, I was absolutely "wow"ed by the integration of environmental science content, literacy, and 21st century skill building - communication, creativity, collaboration & teamwork, critical thinking and problem solving. Additionally, The opportunity for students to engage in an authentic, relevant, problem solving exercise with real world (albeit local) impact is SUCH an asset building experience for our young people! Kudos to Maureen for championing this work, generating enthusiasm and passion in the area of Science, and for fostering advocacy and activism in our youth.
- A very special shout out to Bill Murphy and Jaime Weller for coordinating the incredible Senior trip to NYC this weekend for our SENIORS. The trip was incredibly well planned and students had the opportunity to visit many NYC attractions. Thank you also goes out to Adam for being a chaperone with us. I had a blast spending time with our seniors... and with the chaperones!
- Congratulations to the students identified as Naples Ambassadors by teacher nomination for the collaborative experience with Rochester's World of Inquiry School program at Nature Cumming Center on 5/17/17: Aren Jensen, Griffin Frazer, Kharyl Judith, Egypt Lee, Rosemary Byington, Owen Kennedy, Abe Simmons, Claire Radak, Maeya Yeatman, Annie Clearman, Sam Pergolizzi, and Seth Price.
- It was a STARRY NIGHT at Hunt Hollow for PROM on 5/30! A hearty shout out to Colleen Betrus and the Junior Class for coordinating a "magical, AND starry, night" for our students. Many thanks to Aly Powers, Michelle Walpole, Analisa Chapman, Annie Kretschman, and Deputy Jaus for chaperoning the event. It was a great night with fun had by all!
- Wow! Ethan Gentner, Seth Hall, Alicia Quarterman, and Lindsey Kugler were acknowledged during the 2017 Annual Youth Recognition Awards by the Ontario County Youth Board and Bureau.
- A shout out to Zach Dormer and Jared Rohr... they both earned Masonic Eagle Scout Awards!



- Outstanding job done by our 8th graders during their WWII presentations! This culminating learning event for students was an exemplary model of collaboration and integrated ELA & Social Studies. Kudos to Jaime Weller, Colleen Shuler, Matt Green and Colleen Betrus!

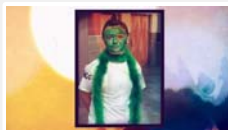
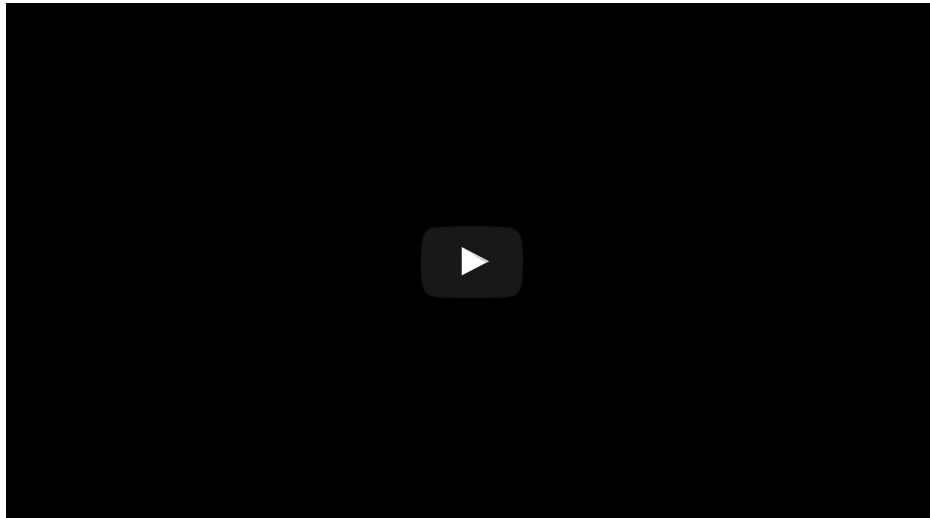
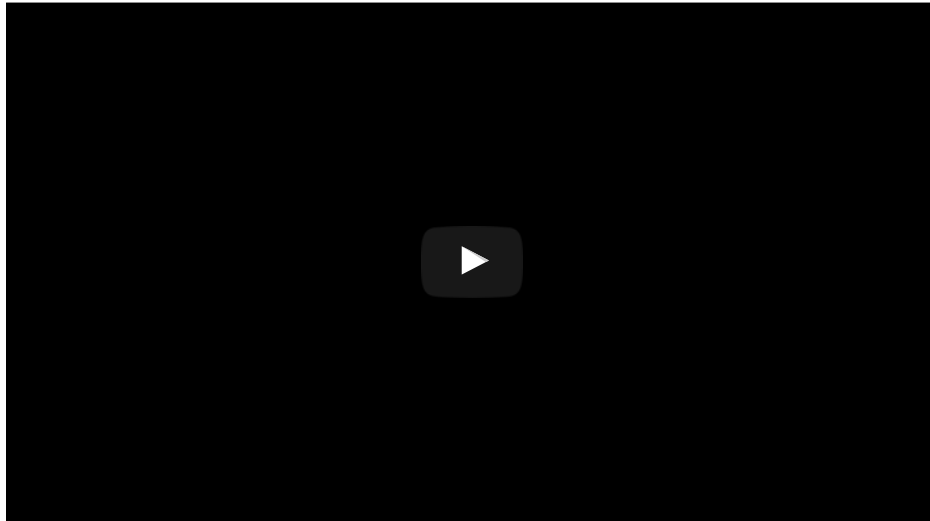


Noteworthy Celebrations: Professional Learning and Staff Acknowledgements

- Congratulations to Jaime Weller, High School Teacher of the Year! She will attend a celebratory dinner with Senator Funke in September.
- Thank you to the Special Education department and more specifically, to Cathy Thayer, for their contribution of the acronym RISE to capture our behavioral expectations: RESPECT, INTEGRITY, SAFETY and EXCELLENCE.
- Wow! Melissa Newbauer captured RISE with a graphic that depicts the district mission to support Naples students as they "RISE to the top."
- Many thanks to Tess Taillon for the culinary creations and to Margaret Flanigan for the music and student performances we enjoyed during the 6/5 Faculty meeting!
- Many thanks to Michelle Walpole, Colleen Betrus, Anneke Radin Snaith, 7th grade teachers and students for their commitment and efforts to combat hunger. On Wednesday, June 7, students presented contributions being made at the local, national and global levels as a result of HUNGERFEST. Contributions totaled more than \$950!
- Congratulations once again to Liz Wolfe, who was awarded the Golden Apple earlier this year. Liz and Ethan were invited to participate in a celebration at Channel 8 on Wednesday, 5/24. We are so proud of you, Liz!
- A shout out and congratulations to Michelle Walpole and Paul Giovine...
The Board of Education approved the resolution for tenure appointment, effective August 30, 2017, for both Michelle and Paul on 5/17. Please join me in congratulating them both on this professional milestone. Congratulations!
- Heartiest of congratulations are in order: The Board of Education approved the resolution for the retirement resignation, with regret, for Maureen Russell on 5/17. Please join me in congratulating her on this incredible milestone, as she begins the journey on into the next chapter of her life. Maureen, your passion for science and for teaching are demonstrably omnipresent each and every day... The impact of your contribution to Naples students, faculty and staff cannot be measured. Best wishes!
- Shout out to Aly Powers for organizing and executing the first ever Wellness Fair at the High School on Friday, 5/12.
- Please join me in congratulating Margaret Flanigan, who recently got engaged to be married! Fiance, Mike Crabb, proposed last Saturday, 5/13... could not be more excited for them!!! Picture included in report with permission from Bride to Be.
- Congratulations to Michelle Walpole, who was recently notified that she was being acknowledged as a recipient of a scholarship to travel to Cuernavaca, Mexico from July 1 - 15. While there, she will complete a course on language and culture in the Spanish classroom! This scholarship was awarded by NYS AFLT.
- Heartiest of congratulations to Joelle Grifa, who got married on Saturday, 5/6. Please join me in congratulating Mr. & Mrs. James Nicholson on their recent nuptials!
- A shout out to Aly Powers, who was recently approved to teach NS 115 (Nutrition) through the Gemini program! FLCC's Gemini program is accredited by the National Alliance of



Concurrent Enrollment Partnerships (NACEP), a nationwide organization with an established set of programmatic standards indicative of quality concurrent enrollment programs.



[June 5 Faculty Meeting](#)

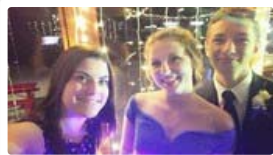
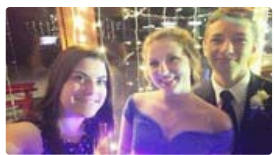
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2016-2017: The Year in Review



Noteworthy Celebrations - Athletics

- Congratulations to Coach Betrus and the tennis team for taking it all the way to Sectionals this season. The team traveled to Avon on 5/30 to play Wheatland Chili. While they fell to WC, we could not be more proud of them for taking it all the way to finals.
- Congratulations to the April Athletes of the Month: Chloe Shearing and Jack Brautigham, and to May Athletes of the Month: Seth Price and Kaila Wheeler.



Naples/World of Inquiry Collaboration

Naples/World of Inquiry Collaboration

On May 17th, eleven Naples High School student ambassadors had the opportunity to join students from the World of Inquiry School (Rochester) at the Cumming Nature Center for a day of dialogue, critical thinking, and problem-solving, cooking, and eating.

The purpose of the day was multifaceted:

- To understand that we have shared human experiences despite rural/urban differences
- To build positive relationships in an increasingly divisive political/social climate

- To expose students to a world beyond their own “bubble,” to gain better understanding of the wider world
- To think critically about life experiences, including where our stereotypes come from
- To “promote civil, democratic discussions,” “propel conversations by posing and responding to questions that probe reasoning and evidence: ensure hearing a full range of positions on a topic or issue,” and “respond thoughtfully to diverse perspectives” (CCSS.ELA-Literacy.SL.11-12B, C, D)
- “To listen to others deeply enough to be changed by what we learn”

Students engaged in:

- Small group discussions
- Outdoor activities
- Cooking and eating a meal together with the help of an experienced chef
- Reflective writing activities
- Dialogue about the experience

This was a new experience for everyone involved and the day was a resounding success. The students from the two schools got to know each other, cooked a delicious meal together, and expressed a desire to continue growing the relationship between the two schools.

Student reflections:

“Today was an amazing experience that I have never done before. The teenagers I met were open to try anything and always wanted others to feel included.”

“Food is something people naturally bond over so it was really fun to make it with our groups and problem solve different ideas for the meal.”

“Today was a unique experience because it pushed me out of my comfort zone and made me reassess who I was as a person.”



Instructional Highlight: From the Counseling Dept...

The 6th grade students visited our school on May 18th for a half-day. Current 7th grade students served as ambassadors, sharing their joy for our school! Students were able to directly

experience 4 classes and lunch, walk through the halls during periods and observe 7th grade students in action. Fun was had by all! This is one piece of transitioning students to 7th grade. Students and parents will also be encouraged to participate in 7th grade Orientation on Wednesday, August 23rd. If there are any questions about the transition, feel free to call (374-7908) or email (mkastner@naplescsd.org) the 7th - 9th Grade School Counselor Mrs. Kastner at 374-7908.



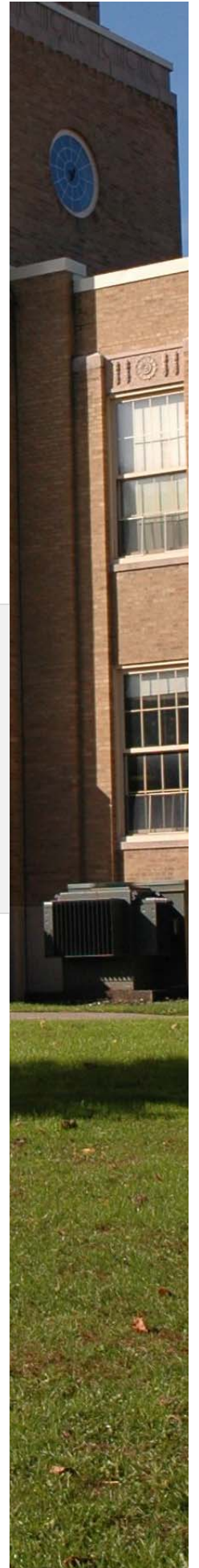
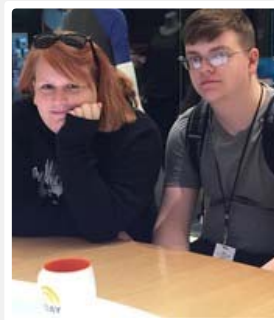
Professional Development

Visit to Pal Mac Middle School for Leader in Me

- On May 19 eight Naples staff members (O'Rourke, Grove, Saucke, Walpole, Boylan, Steenburgh, Ashton, Radin-Snaith) visited Pal Mac Middle School for their Leader in Me Leadership Day and Open House. *"The Leader in Me is a whole-school transformation model and process—developed in partnership with educators—that empowers students with the leadership and life skills they need to thrive in the 21st century."* It's based on Sean Covey's 7 Habits of Highly Effective Teens. We were extremely impressed by the level of student ownership and engagement that we saw there, as well as by the structures that were put in place to grow student leadership. The whole school commitment to these values was evident in the physical space of the school as well as in students' conversations. We came back to Naples with lots of new ideas!

Response to Intervention, Tier 2 at the Secondary Level

- Bill Murphy, Melissa Steenburgh and Bridget Ashton attended a two day workshop specific to Tier 2 systems of support for struggling students at the secondary level. The team is extremely excited to bring back ideas for implementation at Naples High School.



PBL

On May 25th the 7th graders held their final PBL event for the year: Hunger Fest. Zero Hunger was the UN Sustainability Goal the cohort selected after the Expo in February where the various groups presented the UN Goals/Solutions they researched. One of most difficult (for staff) and beneficial aspects of PBL is that it is student driven. This means that staff have to find the delicate balance of setting up a structure for students and then letting go. Putting the kids in the driver's seat feels like a risk on several levels: What are they learning? Is it valuable instructional time if staff are not "teaching" them? How much should staff support them? Are frequent reminders OK, or should they learn the hard way? Will they be able to pull it off? What happens if they don't?



Hunger Fest was a huge hit...a well planned and executed event. It represented a culminating learning activity for students that is absolutely best practice in our profession: student centered, interdisciplinary, based on real world application, and fostering 21st century skills - critical thinking, creativity, collaboration, communication, and problem solving. In addition to the exemplary pedagogy, the efforts and commitment to this work created an asset building experience for each and every student involved. Research supports the importance of asset building experiences for youth:

"In 1990, Search Institute released [a framework of Developmental Assets](#), which identifies a set of skills, experiences, relationships, and behaviors that enable young people to develop into successful and contributing adults.

Data collected from Search Institute surveys of more than 5 million children and youth from all backgrounds and situations has consistently demonstrated that the more Developmental Assets young people acquire, the better their chances of succeeding in school and becoming happy, healthy, and contributing members of their communities and society."

[-http://www.search-institute.org/research/developmental-assets](http://www.search-institute.org/research/developmental-assets)





Naples High School Assessment Administration Schedule

NYS ELA, Math and Science Assessments - COMPLETED

- NYS Grades 3 - 8 ELA assessments will be administered 3/28 - 3/30.
- NYS Grades 3 - 8 Math assessments will be administered 5/2 - 5/4.
- NYS Grades 4 and 8 Science assessments will be administered 5/31 (performance based task) and on 6/5 (written).

Field Testing in ELA, Math and Regents Courses - COMPLETED

- Naples High School has been designated by NYSED to administer the following field testing this spring:
 - Grade 7 ELA Constructed Responses - Confirmed Date: 6/1 Computer Based Testing Model of implementation
 - US History & Government Thematic Essay - (1) 90 minute sitting - Tentatively May 16, during periods 2 and 3
 - Physics - (1) 40 minute class period - Tentatively May 17, during regularly scheduled classes
 - CC Algebra II - (1) 40 minute class period - Tentatively May 18, during regularly scheduled classes

AP Examination Administration Schedule - COMPLETED

1. All exams will be administered in Library Conference Room.
2. Students must be excused from normal scheduling for the entirety of the exams.
3. Bill will proctor or coordinate proctors as necessary.
 - Tuesday May 2 - AP Physics 1: Algebra-based - Noon
 - Wednesday May 3 - AP English Literature and Composition - 8:00am
 - Wednesday May 3 - AP Physics 2: Algebra-Based - Noon
 - Friday May 5 - AP United States History - 8:00am
 - Friday May 5 - AP Computer Science Principles
 - Tuesday May 9 - AP Calculus AB - 8:00am
 - Wednesday May 10 - AP English Language and Composition - 8:00am
 - Thursday May 11 - AP World History - 8:00am

NYS June Regents Examination Schedule - In PROGRESS, See Below:

- June 13: French and Spanish Checkpoint A Exams administered in AM
- June 19: French and Spanish Checkpoint B Exams administered in AM



The University of the State of New York
 THE STATE EDUCATION DEPARTMENT
 Office of State Assessment
 Albany, New York 12234

EXAMINATION SCHEDULE: JUNE 2017

UPDATED 6/16 – This schedule supersedes any previously released schedule.

Students must verify with their schools the exact times that they are to report for their State examinations.

June 13 TUESDAY	June 14 WEDNESDAY	June 15 THURSDAY	June 16 FRIDAY	June 19* MONDAY	June 20 TUESDAY	June 21 WEDNESDAY	June 22 THURSDAY	June 23 FRIDAY
9:15 a.m. RE in U.S. History & Government	9:15 a.m. English Language Arts (Common Core)	9:15 a.m. RE in Global History & Geography	9:15 a.m. Geometry (Common Core)	9:15 a.m. RCT in Global Studies* <small>* World Language Assessment suggested date/time: Locally developed Checkpoint A Exam</small>	9:15 a.m. Physical Setting/ Chemistry	9:15 a.m. RCT in U.S. History & Government*	9:15 a.m. RCT in Reading*	RATING DAY
1:15 p.m. Algebra I (Common Core)	1:15 p.m. Living Environment	1:15 p.m. Physical Setting/ Earth Science Physical Setting/ Physics	1:15 p.m. Algebra II (Common Core)	1:15 p.m. RCT in Writing <small>* World Language Assessment suggested date/time: Locally developed Checkpoint B Exam</small>	1:15 p.m. RCT in Science*	1:15 p.m. RCT in Mathematics*	1:15 p.m.	
								Uniform Admission Deadlines Morning Examinations: 10:00 a.m. Afternoon Examinations: 2:00 p.m.

* Available in Restricted Form only. Each copy of a restricted test is numbered and sealed in its own envelope and must be returned, whether used or unused, to the Department at the end of the examination period.

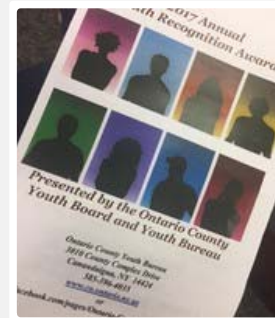
DET 504 JUN2017 (rev 06/06/2016)



CBT

Computer Based Field Testing

This year 6th and 7th grade were selected for ELA field testing. We opted for Computer Based Field Testing again this year so that we could experience this new testing format in a low-stakes environment. Last year we administered the field tests in the computer lab on desktop computers. One consistent piece of feedback from the students was that they would have preferred iPads, so this year we used the iPads to administer the tests. We will be going “operational” with Computer Based Testing in the next year or two (it’s mandated by 2020.) Two years of field testing have allowed us to work out many of kinks.





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Naples Central School District
Amendment to the Agreement
between the Naples Central School Board of Education
and the Superintendent of Schools

This Amendment to the Superintendent's Contract (the "**Amendment**"), is made June 21, 2017, by and between the **Naples Central School District Board of Education**, with administrative offices at 136 North Main Street, Naples, New York 14512 (hereinafter referred to as the "**Board**") and **Matthew T. Frahm** (hereinafter referred to as the "**Superintendent**"). The Board and the Superintendent are hereinafter collectively referred to as the "**Parties.**"

RECITALS

WHEREAS, the Parties entered into an employment contract effective July 1, 2016 (hereinafter referred to as the "**Agreement**"), containing certain terms, conditions and benefits of employment, and which, by its terms, would expire on June 30, 2021; and

WHEREAS, the Parties seek to amend the Agreement to modify the Superintendent's compensation and extend the term of the Agreement.

NOW, THEREFORE, the Parties amend the Agreement as follows:

1. **Compensation.** Section 6 of the Agreement shall be modified so as to increase the Superintendent's salary in the time period from July 1, 2017 through June 30, 2018 by 4.5% over the immediately preceding year's salary, and by 2.5% over the respective immediately preceding year's salary for the remaining years of the Agreement. The salary shall be as follows:

<u>Time Period</u>	<u>Annual Salary</u>
July 1, 2017 through June 30, 2018	One Hundred Thirty-Seven Thousand Two Hundred Thirty-Seven Dollars and Seventy-Six Cents (\$137,237.76)
July 1, 2018 through June 30, 2019	One Hundred Forty Thousand Six Hundred Sixty-Eight Dollars and Seventy Cents (\$140,668.70)
July 1, 2019 through June 30, 2020	One Hundred Forty-Four Thousand One Hundred Eighty-Five Dollars and Forty-Two Cents (\$144,185.42)
July 1, 2020 through June 30, 2021	One Hundred Forty-Seven Thousand Seven Hundred Ninety Dollars and Six Cents (\$147,790.06)
July 1, 2021 through June 30, 2022	One Hundred Fifty-One Thousand Four Hundred Eighty-Four Dollars and Eighty-One Cents (\$151,484.81)

2. **Terms of Employment.** Section 2 of the Agreement is hereby deleted in its entirety and replaced by the following:

“Effective July 1, 2017, the term of this Agreement shall be from July 1, 2017 through June 30, 2022.”

3. There are no other modifications. All other terms, conditions and provisions of the Agreement not modified by this Amendment shall remain in full force and effect.

4. No additions, deletions, or modifications of any of the terms or conditions contained herein will be effective unless such changes are mutually agreed upon, in writing, by the Parties.

5. This Amendment will be deemed effective July 1, 2017.

6. A copy of this Amendment shall be appended to the Agreement in the Superintendent’s file.

Naples Central School District

Dated: June 21, 2017

Margo Ulmer
President, Board of Education

Dated: June 21, 2017

Matthew T. Frahm
Superintendent of Schools

Attest: _____
Mitchell J. Ball, Clerk of the Board
Naples Central School District

Instruction

SUBJECT: HOME INSTRUCTION (HOME SCHOOLING)

From time to time, parents will choose to instruct their children at home. The School District will attempt to cooperate with parents who wish to provide home schooling for their children realizing that the child who is educated at home should receive an education in a manner consistent with an educational plan and at least substantially equivalent to that given to students of like age and attainments in the local public schools. The required subjects should be taught in a competent, systematic, and sequential manner, specifically in relation to the required courses as enumerated in Commissioner's Regulation Section 100.10.

Provision of Services to Home-Instructed Students

They are not awarded a high school diploma. A high school diploma may only be awarded to a student enrolled in a registered secondary school who has completed all program requirements set by the Board of Regents, the school or the District.

- a) They are not eligible to participate in interscholastic sports. Commissioner's Regulations mandate that only students enrolled in the public school are allowed to participate in interscholastic sports.
- b) The District does permit home-instructed students to participate in extra-curricular and other school-sponsored activities, subject to the discretion of the Superintendent. Such students may participate provided the students have satisfactorily submitted any required permission forms, medical forms, and any other paperwork developed by the District. All students must abide by all District rules and regulations such as, but not limited to, the student Code of Conduct. The District will follow the provisions of Public Health Law Section 2164 dealing with any health-related requirements.
- c) The District is not required to loan available textbooks and other materials (e.g., library materials, microscopes, computer software, movie projectors).
However, the District shall provide such textbooks and other materials to the extent available to home-instructed students.
- d) The School District is not required to furnish health services.
- e) The District is not responsible for providing remedial programs.
- f) They may not participate in the instructional program of the School District except for dual enrollment opportunities the District may make available under the "Dual Enrollment Law" and for special education programs and services the District is required to offer (exceptions are listed below).

The District shall not make available to home-instructed students occupational and vocational education programs (career and technical education programs) and programs for the gifted in accordance with the provisions of the "Dual Enrollment Law."

(Continued)

SUBJECT: HOME INSTRUCTION (HOME SCHOOLING) (Cont'd.)

- g) The District shall offer a home-instructed student with disabilities the special education services as addressed in the approved Individualized Education Program (IEP) by the Committee on Special Education. However, there is no requirement that such services be provided in the student's home. Further, the District shall conduct a census and register of students with disabilities who reside in the District in accordance with Education Law and Commissioner's Regulations.
- h) Students instructed at home shall not be allowed to use school facilities, except as provided for community organizations in Policy #3280 -- Community Use of School Facilities.

Primary responsibility for determining compliance with Commissioner's Regulations addressing home instruction rests with the Superintendent of Schools of the school district in which a home-instructed student resides.

Education Law Sections 3204, 3205, 3210(2), 3212(2), 3240-42, 3602-c and 4402
8 New York Code of Rules and Regulations (NYCRR) Sections 100.10, 135.4(c)(7)(ii)(b)(2) and 200.2(a)

Adopted: 06/27/07
Revised: 11/18/09
Revised: 06/21/17

SUBJECT: WEBSITE ACCESSIBILITY

The District is committed to making information on its website accessible to all online visitors, including those individuals with hearing, vision, or cognitive disabilities, so that they have equal opportunity to obtain the same results, gain the same benefits, and reach the same levels of achievement.

The District has undertaken good-faith efforts to ensure that its website complies with the current New York State standards on website accessibility, which include conducting a regular and thorough audit of online content and functionality. The District will make all reasonable efforts to ensure that all new, newly added, or modified online content and functionality will be accessible to people with disabilities.

The District will consider the educational opportunities and benefits it provides through technology, how its technology provides these opportunities and benefits, whether the technology exists in a format that is accessible to individuals with disabilities, whether the technology can be modified, and the availability of a different technological device in making decisions that may affect access to its website. The District may address specific pages, information formats, or features; it may expressly identify the pages or information that may be deciphered by screen readers; and it may specify any readers that may need downloading on its website. Moreover, the District may provide links to information or features on its website to further assist users.

Access Notice

The District will post a notice on its website about how users may request access to information that they believe is not currently accessible. The District may request that users provide their name, email address, phone number, a description of the problem they experienced, and the location of the information they tried to access. The District will make all reasonable efforts to provide inaccessible information in an alternative format.

Accessibility Contact Person

The District will designate a person whom website users may contact if they experience accessibility issues. The District will post contact information and specify how to contact this person on its website home page.

Exemptions

The District may conclude that features, programs, applications, or activities on its website are not accessible if making them accessible would cause them to be fundamentally altered, or when ensuring accessibility would result in an undue financial and administrative burden. The District will maintain all documents supporting its exemption determinations as required by law.

(Continued)

SUBJECT: WEBSITE ACCESSIBILITY (Cont'd.)**Training**

The District will provide website accessibility training as necessary to appropriate personnel, including any website content developers, webmasters, and procurement officials, and all others who develop, load, maintain, or audit its web content or functionality.

Third-Party Sites

Any links to third-party sites on the District's website are not under its control, and thus, the District is not responsible for the content or accessibility of third-party sites. Third-party sites may not comply with accessibility standards.

Section 508 of the Rehabilitation Act of 1973, as amended, 29 USC § 794(d)
Section 504 of the Rehabilitation Act of 1973, as amended, 29 USC § 794
Title II of the Americans with Disabilities Act of 1990, 42 USC § 12101, et seq.
Individuals with Disabilities Education Act (IDEA), 20 USC § 1400, et seq.
28 CFR Part 35
34 CFR Parts 104 and 300
New York State Information Technology Policy No. NYS-P08-005

NOTE: Refer also to Policies #3420 -- Non-Discrimination and Anti-Harassment in the District
#8130 -- Equal Educational Opportunities

Adopted: 06/21/17

SUBJECT: STUDENTS WITH LIFE-THREATENING HEALTH CONDITIONS

Students come to school with diverse medical conditions which may impact their learning as well as their health. Some of these conditions are serious and may be life-threatening. As a result, students, parents, school personnel and health care providers must all work together to provide the necessary information and training to allow children with chronic health problems to participate as fully and safely as possible in the school experience. This policy encompasses an array of serious or life-threatening medical conditions such as anaphylaxis, diabetes, seizure disorders, or severe asthma and acute medical conditions such as substance overdose. All students within the District with known life-threatening conditions will have a comprehensive plan of care in place: an Emergency Care Plan (ECP) or Individualized Healthcare Plan (IHP) and if appropriate, an Individualized Education Plan (IEP) or Section 504 Plan.

Life-Threatening Conditions

For those students with chronic life-threatening conditions such as diabetes, seizure disorders, asthma, and allergies, the District must work cooperatively with the parent(s) and the healthcare provider(s) to:

- a) Immediately develop an ECP for each at risk student to ensure that all appropriate personnel are aware of the student's potential for a life-threatening reaction;
- b) If appropriate, develop an IHP that includes all necessary treatments, medications, training, and educational requirements for the student. If the student is eligible for accommodations based upon the Individuals with Disabilities Act (IDEA), Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act, the appropriate procedures will be followed regarding evaluation and identification;
- c) Provide training by licensed medical personnel (e.g., registered professional nurse) for all adults in a supervisory role in the recognition and emergency management of a specific medical condition for specific students;
- d) Obtain specific medical-legal documents duly executed in accordance with New York State law; appropriate healthcare provider authorization in writing for specific students that includes the frequency and conditions for any testing or treatment, symptoms, and treatment of any conditions associated with the health problem; and directions for emergencies;
- e) Secure written parent permission and discuss parental responsibility that includes providing the health care provider's orders, providing any necessary equipment, and participation in the education and co-management of the child as he/she works toward self-management;

(Continued)

SUBJECT: STUDENTS WITH LIFE THREATENING HEALTH CONDITIONS (Cont'd.)

- f) Allow supervised students to carry life-saving medication in accordance with relevant laws, regulations, and procedures. The District will also encourage parents and students to provide duplicate life-saving medication to be maintained in the Health Office in the event the self-carrying student misplaces, loses, or forgets their medication;
- g) Assure appropriate and reasonable building accommodations are in place within a reasonable degree of medical certainty.

In addition, the District will:

- a) Provide training for transportation, instructional, food service, and physical education staff, as appropriate, in the recognition of an anaphylactic reaction;
- b) Have standing emergency medical protocols for nursing or other staff;
- c) Request the school medical director to write a non-patient specific order for anaphylaxis treatment agents for the school's registered professional nurse or other staff, as designated by the administration and allowed under federal and New York State laws and regulations, to administer in the event of an unanticipated anaphylactic episode;
- d) Maintain or ensure the maintenance of a copy of the standing order(s) and protocol(s) that authorizes them to administer emergency medications such as anaphylactic treatment agents;
- e) As permitted by New York State law, maintain stock supplies of life-saving emergency medications such as epinephrine auto-injectors and Naloxone (Narcan) for use, especially in first time emergencies;
- f) Ensure that building-level and district-wide school safety plans include appropriate accommodations for students with life-threatening health conditions;
- g) Encourage families to obtain medic-alert bracelets for at risk students;
- h) Educate students regarding the importance of immediately reporting symptoms of an allergic reaction.

(Continued)

SUBJECT: STUDENTS WITH LIFE THREATENING HEALTH CONDITIONS (Cont'd.)**Creating an Allergen-Safe School Environment**

The risk of accidental exposure or cross-contamination is always present in school, particularly for students with food allergies. The school setting is a high-risk environment for accidental ingestion of a food allergen due to the presence of a large number of students, increased exposure to food allergens, and cross-contamination of tables, desks, and other surfaces.

In an effort to prevent accidental exposure to allergens, the District will monitor the following high-risk areas and activities:

- a) Cafeteria;
- b) Food sharing;
- c) Hidden ingredients in art, science, and other projects;
- d) Transportation;
- e) Fund raisers and bake sales;
- f) Parties and holiday celebrations;
- g) Field trips;
- h) Before and after school programs.

Medication Self-Management

The District will work toward assisting students in the self-management of their chronic health condition based upon the student's knowledge level and skill by:

- a) Adequately training all staff involved in the care of the child, as appropriate;
- b) Assuring the availability of the necessary equipment or medications;
- c) Providing appropriately trained licensed persons as required by law;
- d) Developing an emergency plan for the student; and
- e) Providing ongoing staff and student education.

[Americans with Disabilities Act, 42 United States Code \(USC\) Section 12101 et seq.](#)
[Individuals with Disabilities Education Act \(IDEA\), 20 United States Code \(USC\) Sections 1400-1485](#)
[34 Code of Federal Regulations \(CFR\) Part 300](#)
[Section 504 of the Rehabilitation Act of 1973, 29 United States Code \(USC\) Section 794 et seq.](#)
[Education Law Sections 6527 and 6908](#)
[Public Health Law Section 2500-h \(Anaphylactic policy for School District\) and 3000-a](#)
8 NYCRR Section 136.7

NOTE: Refer also to Policy #7513 -- Administration of Medication

Adopted: 06/27/07
Revised: 12/02/15
Revised: 06/21/17

Personnel

SUBJECT: TEMPORARY PERSONNEL

The District's needs sometimes require temporary appointments. The terms of these appointments shall be defined by the Board on a case-by-case basis.

Student Teachers

The District shall cooperate with teacher training institutions in the placement of student teachers to provide beginning teachers with the best possible student teaching experience.

Schools are required to allow student teachers to videotape themselves providing instruction in a classroom to meet part of their instruction assessment requirements for teaching certification. The video must remain confidential, is a confidential record of the New York State Education Department (SED), and is not subject to viewing or disclosure to an individual or entity other than the student teacher applicant and relevant SED personnel.

Student teachers shall be protected from liability for negligence or other acts resulting in accidental injury to any person by the District, as provided by law.

Student Teachers shall not be allowed to substitute teach until they have completed all requirements for student teaching.

Substitute Teachers

A fully qualified substitute teacher will be employed, whenever possible, by the Superintendent in the absence of a regular teacher. It is recognized that fully certified persons will not always be available for employment as substitute teachers.

A teacher substitute is required to have at least two (2) years of higher education. Exceptions must be approved by the school superintendent.

Eligibility for Service

Per Commissioner's Regulations Section 80-5.4, there are three (3) categories of substitutes:

- a) Substitutes with valid teaching certificates or certificates of qualification may serve in any capacity, for any number of days. If employed on more than an "itinerant" basis, these substitutes will be employed in their certification area.

(Continued)

Personnel

SUBJECT: TEMPORARY PERSONNEL (Cont'd)

- b) Substitutes without a valid certificate, but who are completing collegiate study towards certification at the rate of not less than six (6) semester hours per year may serve in any capacity, for any number of days, in any number of school districts. If employed on more than an "itinerant" basis, these substitutes will be employed in their anticipated certification area.
- c) Substitutes without a valid certificate and who are not working towards certification may serve for no more than forty (40) days per school year. In extreme circumstances – where there is a urgent need for a substitute teacher – however, the District may employ this substitute teacher beyond the 40-day limit, for up to an additional fifty (50) days (90 days total in a school year), if the Superintendent certifies that the District conducted a good-faith recruitment search and there are no certified teachers available who can perform the duties of the position.

The District may hire this substitute teacher beyond the 90 days only if the Superintendent attests that the District conducted a good-faith recruitment search, but there are still no certified teachers available who can perform the duties of the position and that the District needs a particular substitute teacher to work with a specific class or group of students until the end of the school year.

The Board will annually establish the ordinary rate for per diem substitute teachers.

Reporting

The Superintendent will submit an annual report to the Commissioner concerning the employment of all uncertified teachers. The report will include:

- a) The number of substitute teachers authorized to be employed beyond the 40-day limit.
- b) The number of substitute teachers authorized to be employed beyond the 90-day limit.
- c) The required good-faith recruitment certifications for all teachers employed beyond the 40-day and 90-day limits.

The placement of a person on the approved substitute list requires Board of Education approval.

Substitute Tutor: \$30.00/hour

(Continued)

Personnel

SUBJECT: TEMPORARY PERSONNEL (Cont'd)Per Diem Substitute Teacher Pay

The Naples Central School District shall pay substitute teachers at the rates listed below. All salaries are for continuous service in one assignment. There is no retroactivity. When substituting for a particular teacher, salary will be adjusted when the appropriate number of days of service has been met. At that point, the new rate will go into effect. Any modifications of the policy will be at the discretion of the Board of Education.

Days of Service

1 to 20 days

Salary

\$95/day: Certified

\$95/day: Uncertified

21 days up to one semester

1/200th of step 1 BS/day (Commencing day 21)

Long-term substitute teachers will be those people who take over a regular teacher's assignment for one (1) semester or longer. They will be placed on contract for the duration of their assignment at the following rate of pay as per their degree: Step 1 Teachers Salary Distribution Schedule –Bachelors; or Step 1 of the Teachers Salary Distribution Schedule -Masters. Benefits will include Health Insurance; Dental Insurance; and Sick/Personal leave as specified in the Naples Teachers' Association contract. Costs for Fingerprinting: Fingerprinting costs will be the responsibility of the substitute; costs will be reimbursed to the substitute upon completion of 10 days of substitute employment. (Financial Assistance is available to qualified individuals)

Substitute Nurse

Certified RN or LPN: \$110.00/day

Substitute Non-Instructional

The following Substitute Non-Instructional Employees shall be paid at the Current NYS Minimum Wage: Bus Monitor, Cleaner*, Clerk, Food Service Helper, Library Clerk, School Monitor, Teacher Aide, Teacher Assistant, and Typist.

*Cleaner substitutes shall receive differential pay for any hours worked after 3:30 p.m.

Lifeguards: \$12.00/hour

Building Maintenance Mechanic: \$11.50/hour

Building Maintenance Assistant: \$10.00

(Continued)

Personnel

SUBJECT: TEMPORARY PERSONNEL (Cont'd)

Automotive Mechanic/Bus Driver: \$11.50/hour

Bus Driver: \$18.00/hour

Special or Outside Hourly Rate: As per Article XXIII, Section 23.2 of the current CSEA contract – Extra Duties, Item 2

Layover Rate: As per Article XXIII, Section 23.2 of the current CSEA contract – Extra Duties, Item 5

Bus Driver Refresher Course - \$10.00/hour up to a maximum of \$20.00 per session

Special provisions relative to Substitute Bus Drivers:

The Naples Central School District shall pay substitute bus drivers *at the current minimum wage* for the following:

Training in the operation of a school bus up to a maximum of forty (40) hours.

Time for actual seat hours in the required three (3) hour pre-service course and thirty (30) hour course will be paid at the current minimum wage/hour.

A driver is required to complete the following before request for payment can be made, including reimbursement for fingerprinting or *permit and licensing fees:

The thirty (30) hour course – to be completed within one year

A minimum of six months of service and 30 bus runs

*The Naples Central School District will reimburse substitute drivers for permit and licensing fees upon presentation for a voucher for payment and related receipts. The licensing fees will be reimbursed as the difference between a regular driver's license and a Class D, Class CDL, and Class B license.

The Naples Central School District shall pay substitute school bus monitors *at the current minimum wage* for the following:

NYS Attendant/Monitor Pre-Service Instruction up to a maximum of two (2) hours.

Required training for School Bus Monitor up to a maximum of ten (10) hours; Required by state law that this class must be taken within one (1) year of employment as a school bus monitor.

The Naples Central School District shall pay substitute school bus monitors at the following rate for the Two (2) Hour Refresher Course; Required by state law two (2) times per year. \$10.00/hour up to a maximum of \$20.00 per session

(Continued)

Personnel

SUBJECT: TEMPORARY PERSONNEL (Cont'd)

Costs for Fingerprinting: Fingerprinting costs will be the responsibility of the substitute; costs will be reimbursed to the substitute upon completion of 10 days of substitute employment.
(Financial Assistance is available to qualified individuals)

Education Law Section 3023

8 New York Code of Rules and Regulations (NYCRR) Sections 80-1.5 and 80-5.4

NOTE: Refer also to Policy #7240 – Student Records: Access and Challenge

Adopted: 6/27/07

Revised: 03/19/14

Revised: 11/18/09 - Effective 07/01/2010

Revised: 12/17/14

Revised: 03/17/10 - Effective 07/01/2010

Revised: 02/25/15

Revised: 01/05/11

Revised: 10/07/15

Revised: 04/27/11

Revised: 12/02/15

Revised: 07/13/11

Revised: 03/16/16

Revised: 12/07/11

Revised: 10/17/16

Revised: 03/21/12

Revised: 12/07/16

Revised: 07/11/12

Revised: 12/21/16

Revised: 02/13/13

Revised: 06/21/17

Revised: 10/16/13 Revised: 01/22/14