

BOARD MEETING: Organizational
DATE: Wednesday, July 10, 2019
TIME: 5:00 p.m.
PLACE: Naples High School Cafeteria

I. Meeting Called to Order

II. Pledge of Allegiance

III. Roll Call

IV. Constitutional Oaths of Office

V. Adopt the Agenda of the Organizational Meeting of July 10, 2019 (Board Action)

VI. Nominations and Election of Officers

- President (Board Action)
- 1st Vice President (Board Action)
- 2nd Vice President (Board Action)
- Constitutional oaths of office administered by District Clerk

VII. 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 privately. Thank you for this consideration.

Board Response: 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.

VIII. Board of Education Committee Sign-up

IX. Appointment of Officers (Board Action)

- School District Clerk
- Deputy School District Clerk
- School District Treasurer
- Deputy School District Treasurer
- School District Tax Collector
- Deputy School District Tax Collector
- School District Claims Auditor

X. Other Appointments (Board Action)

- School Physician/Nurse Practitioner
- School Attorneys
- School Attorney for Personnel Relations
- Central Treasurer: Extra-Curricular Account
- Deputy Central Treasurer: Extra-Curricular Account
- Attendance Officer
- District Independent Auditor
- District Bond Counsel
- District Municipal Advisor
- Committee & Sub-Committee on Special Education
- Committee on Pre-School Special Education
- Alternate CSE/CPSE Chairpersons
- Records Access Officer
- FOIL Appeals Officer
- Records Management Officer
- Asbestos LEA Designee
- Homeless Children & Youth Liaison Designee
- Title IX/ ADA Compliance Officer
- Section 504 Compliance Officer
- Surrogate Parent/Parent Representative
- Impartial Hearing Officers
- Special Education Mediation
- Medicaid Compliance Officer
- Civil Rights Compliance Officer
- Sexual Harassment Officer
- Emergency Response Coordinators
- Chemical Hygiene Officer
- Health Coordinator
- Dignity for All Students Act (DASA) Coordinator
- Chief Emergency Officer
- Data Protection Officer
- Extra-Classroom Chief Faculty Counselor

- XI. Designations (Board Action)
- Official Bank Depositories
 - Official Newspaper
 - Petty Cash Fund Accounts
 - Chief School Officer or School Business Official to Certify Payrolls
 - Chief School Officer or School Business Official as School Purchasing Agent
 - Official Bank Signatories
 - Chief School Officer or School Business Official to authorize award of bond anticipation notes in the absence of the Board President
 - Official Board of Education Meeting Dates
- XII. Authorizations (Board Action)
- Chief School Officer or School Business Official to approve Budget Transfers
 - Chief School Officer or School Business Official or Deputy School District Clerk where applicable, authorized to sign applications for any and all Federal Funds/Grants; BOCES Contracts and Agreements
 - Participation in the National School Lunch Program
 - Conferences, Conventions, Workshops Attendance
 - Mileage Reimbursement
 - Medical Physicals
 - Re-adopt School Board Policies; Code of Ethics; and School Safety Plan
 - Code of Conduct
 - Chief School Officer or School Business Official to employ temporary, part-time, per diem or substitute personnel
 - Chief School Officer or School Business Official to approve the travel and other business expenses of teaching and non-teaching personnel
 - District Treasurer or Deputy District Treasurers to pay invoices or billings the School Business Official deems necessary to be in the best interest of the District.
 - Appointment of an Impartial Hearing Officer (HO)
 - Bonding of Personnel
- XIII. Superintendent Recognitions & Updates
- Capital Project Update
- XIV. Board Reports
- Facilities Committee
- XV. Minutes
- June 19, 2019
- XVI. Contractual Agreement (Board Action)
- Employment Handbook for the Confidential Employees
- XVII. FLASHP Municipal Cooperative Agreement (Board Action)
- XVIII. Business (Board Action)
- Discards
 - High School Library
 - Elementary School Library
 - Music Department
 - High School
 - Policy Update
 - Naples Coaches Handbook
- XIX. Personnel (Board Action)
- Appointments:
 - Spanish Teacher
 - Elementary Teacher
 - Long-Term Substitute Teacher
 - Student Helper
 - 2019-2020 Mentor
 - 2019-2020 Substitutes
 - Unpaid Leave
- XX. Consent Agenda Items (Board Action)
- CPSE Committee Recommendations
 - Substitute(s)
- XXI. Adjournment (Board Action)

Organizational Meeting

July 10, 2019

Minutes of the Organizational Meeting of the Board of Education of Naples Central School held on Wednesday, July 10, 2019 at 5:00 p.m. in the Naples High School Cafeteria.

Members Present: Robert Brautigam Thomas Hawks
 Joseph Callaghan Steven Mark
 Carter Chapman Gail Musnicki
 Jacob Hall

Members Absent: Kelley Louthan Maura Sullivan

Also Present: Matthew Frahm and Mitchell Ball

Guests: Diann Payne and Shirley Riffle.

A quorum being present, the meeting was called to order at 5:00 p.m. by District Clerk Mitchell Ball.

Motion: Jacob Hall
2nd: Joseph Callaghan

Resolved, that the Board of Education approves the agenda of the Organizational Meeting of July 10, 2019 as presented.

Voting Yes: 7 Motion Carried
Voting No: 0

Nominations were called for the office of President of the Board of Education. The name of Jacob Hall was placed in nomination by Joseph Callaghan seconded by Gail Musnicki.

Voting Yes: 7 Motion Carried
Voting No: 0

Nominations were called for the office of 1st Vice President of the Board of Education. The name of Joseph Callaghan was placed in nomination by Thomas Hawks seconded by Jacob Hall.

Voting Yes: 7 Motion Carried
Voting No: 0

Nominations were called for the office of 2nd Vice President of the Board of Education. The name of Robert Brautigam was placed in nomination by Gail Musnicki seconded by Joseph Callaghan.

Voting Yes: 7 Motion Carried
Voting No: 0

Public Comment: None

Board Response: None

Motion: Carter Chapman
2nd: Joseph Callaghan

BE IT RESOLVED, that the below listed officers be approved for the 2019-2020 school year, effective for the 2019-2020 School Year:

- School District Clerk for the 2019-2020 School Year: Mitchell Ball
- Deputy School District Clerk for the 2019-2020 School Year: Pamela Claes
- School District Treasurer for the 2019-2020 School Year: Mark Socola
- Deputy School District Treasurers for the 2019-2020 School Year:
 - Phyllis Moore
 - Norma Lewis

- School District Tax Collector for the 2019-2020 School Year:
Michele Barkley, at the rate of \$2,731.82 for the 2019-2020 School Year
- School District Deputy Tax Collector for the 2019-2020 School Year: Mitchell Ball
- School District Claims Auditor for the 2019-2020 School Year:
Evelyn Letta, at the rate of \$2,456.25 for the 2019-2020 School Year.

Voting Yes: 7

Motion Carried

Voting No: 0

Motion: Carter Chapman

2nd: Thomas Hawks

BE IT RESOLVED, that upon the recommendation of the Superintendent, the Naples Central School District Board of Education approves the below listed appointments for the 2019-2020 school year, effective July 1, 2019, with ratification of their acts performed in the ordinary course of their duties.

- School Physician/Nurse Practitioner for the 2019-2020 School Year: WorkFit Medical, LLC
- School Attorneys for the 2019-2020 School Year: The firm of Ferrara, Fiorenza P.C.
- Management of issues related to employee contracts, personnel and students for the 2019-2020 School Year: Cayuga-Onondaga BOCES Office of Personnel Relations.
- Central Treasurers: Extra-Curricular Account for the 2019-2020 School Year: Michele Barkley and Evelyn Letta, and Pamela Claes as Deputy Central Treasurer: Extra-Curricular Account in their absence.
- Attendance Officer for the 2019-2020 School Year: Matthew T. Frahm
- District Independent Auditor for the 2019-2020 School Year: The firm of EFPR Group, LLP
- District Bond Council for the 2019-2020 School Year: The firm of Timothy R. McGill and/or the firm of Trespasz & Marquardt, LLP
- District Municipal Advisor for the 2019-2020 School Year: Be it resolved by this Board of Education that the firm of Bernard P. Donegan, Inc., is hereby designated Municipal Advisor to the Naples Central School District. Said firm shall be compensated for its services to be rendered in accordance with its Letter of Services dated June 18, 2019. The School District Assistant Superintendent for Business is hereby authorized to sign the Letter of Services. This resolution shall take effect immediately.
- Committee on Special Education for the 2019-2020 School Year:
 - Chairperson - Director of Pupil Personnel
 - Special Education Teacher of the Student – Rebecca Slade or other
 - General Education Teacher of the Child – Diana DiGrande or other
 - School Psychologists – Dr. Brian Meteyer or other
 - Parent of the student with a Disability
- Subcommittee on Special Education for the 2019-2020 School Year:
 - Chairperson - Director of Pupil Personnel
 - Special Education Teacher of the Student – Rebecca Slade or other
 - General Education Teacher of the Child – Diana DiGrande or other
 - Parent of the student with a Disability

- Committee on Preschool Special Education for the 2019-2020 School Year:
 - Chairperson - Director of Pupil Personnel
 - Special Education Teacher Representative: Jennifer Lester or other
 - General Education Teacher Representative: Angela Lynk or other
 - School Psychologists - Tammy Jo Matthews or other
 - County Representative
 - Parent of the child with a Disability
- Alternate CSE/CPSE Chairpersons: Dr. Brian Meteyer; Tammy Matthews;
or Melissa Steenburgh
- Records Access Officer for the 2019-2020 School Year: Mitchell Ball
- FOIL Appeals Officer for the 2019-2020 School Year: Mitchell Ball
- Records Management Officer for the 2019-2020 School Year: Michele Barkley
- Asbestos LEA Designee for the 2019-2020 School Year: Chad Hunt
- Homeless Children & Youth Liaison Designee for the 2019-2020 School Year: Director of Pupil Personnel
- Title IX/ ADA Compliance Officer for the 2019-2020 School Year: Matthew T. Frahm
- Section 504 Compliance Officer for the 2019-2020 School Year: Director of Pupil Personnel
- Surrogate Parent/Parent Representative: Sandra Elwell
- Impartial Hearing Officers: List as per NYSED Impartial Hearing Reporting System (IHRS)
- Special Education Mediation: NYS Dispute Resolution Association/Center for Dispute Settlement
- Medicaid Compliance Officer for the 2019-2020 School Year: Director of Pupil Personnel
- Civil Rights Compliance Officer for the 2019-2020 School Year: Matthew T. Frahm
- Sexual Harassment Officer for the 2019-2020 School Year: Matthew T. Frahm
- Emergency Response Coordinators for the 2019-2020 School Year:
 - Elementary School Building – Kristina A. Saucke, Elementary Principal
 - High School Building – E. Bridget Ashton, Secondary Principal
- Chemical Hygiene Officer for the 2019-2020 School Year: Chad Hunt
- Health Coordinator for the 2019-2020 School Year: Alyson Powers
- Dignity for All Students (DASA) Coordinators for the 2019-2020 School Year:
 - Kristina Saucke, Elementary Principal
 - E. Bridget Ashton, Secondary Principal
- Chief Emergency Officer for the 2019-2020 School Year: Matthew T. Frahm
- Data Protection Officer for the 2019-20 School Year: Anneke Radin-Snaith
- Extra-Classroom Chief Faculty Counselor: E. Bridget Ashton

Voting Yes: 7

Motion Carried

Voting No: 0

Motion: Gail Musnicki
2nd: Carter Chapman

BE IT RESOLVED, that upon the recommendation of the Superintendent, the Naples Central School District Board of Education approves the designations as listed for the 2019-2020 school year.

- The following banks are hereby designated as the Naples Central School District Depositories for the 2019-2020 School Year, and be it resolved, that in compliance with Section 53A and Section 254 of the State Education Law, amended 1935, as Board of Education of the Naples Central School District, we direct that all funds received by the treasurer, tax collector and treasurer of the internal and extra-curricular funds and securities for investments as a 3rd party bank shall be deposited in: Five Star Bank
Chase Manhattan Bank
- Official School Newspaper for the 2019-2020 School Year: The Daily Messenger
- The establishment of Petty Cash Funds for the 2019-2020 School Year:
High School Office - \$100.00
School Lunch - \$123.00
- Authorization is given for the Chief School Officer or School Business Official to certify payrolls of the district for the 2019-2020 School Year.
- Authorization is given for the Chief School Officer or School Business Official to be designated as School Purchasing Agents for the 2019-2020 School Year.
- Authorization is given for the School Business Official, the School District Treasurer, the Deputy District Treasurers, or the Deputy School District Clerk to act as Official Bank Signatories.
- Authorization is given for the Chief School Officer or School Business Official to authorize the award to the low bidder for bond anticipation notes in the absence of the Board President.
- The Board of Education meeting dates for the 2019-2020 School Year are designated as follows:

July 10, 2019	October 16, 2019	January 22, 2020	April 22, 2020: WFL BOCES Vote
August 21, 2019	November 6, 2019	February 5, 2020	May 6, 2020
September 4, 2019	November 20, 2019	March 4, 2020	May 19, 2020
September 18, 2019	December 4, 2019	March 18, 2020	June 3, 2020
October 2, 2019	January 8, 2020	April 1, 2020	June 17, 2020

Voting Yes: 7

Motion Carried

Voting No: 0

Motion: Gail Musnicki
2nd: Thomas Hawks

- Authorization is given for the Chief School Officer or School Business Official to approve Budget Transfers up to \$25,000.00 for the 2019-2020 School Year and to provide the Board of Education with monthly reports on such transfers.
- Authorization is given for the Chief School Officer, School Business Official or Deputy School District Clerk where applicable, to act as the representative of the school district and to sign all applications in conjunction with any and all Federal and State aid projects, BOCES Contracts and Agreements as well as local agency contracts with Board of Education approval.
- Naples Central School District, responsible for administration of one or more schools referred to as the School Food Authority (SFA), has entered into agreement to participate in the National School Lunch Program, School Breakfast Program, and/or Special Milk Program and accepts responsibility for providing free and reduced price meals and/or free milk to eligible children in the schools under its jurisdiction.

The SFA assures the State Education Department that the school system will uniformly implement the policy with respect to determining the eligibility of children for free and reduced price meals in each school building under its jurisdiction which participates in the programs mentioned above as per the Policy Statement for Free and Reduced Price Meals or Free Milk.

- Authorization is hereby given for board members to attend NYS educationally related conferences, workshops and conventions during the 2019-2020 School Year, expenses paid by the District, with out of state conferences, workshops and conventions to be decided by the Board of Education.
- Authorization is given to establish a mileage reimbursement rate at the Internal Revenue Service business rate per mile for the 2019-2020 School Year.
- Authorization is given for the Chief School Officer to require an employee to submit to a medical examination to determine his/her fitness to continue employment, and to make such arrangements as are necessary to effectuate this resolution.
- Authorization is given that all School Board Policies, Code of Ethics, and School Safety Plan, as previously established, be re-adopted for the 2019-2020 School Year.
- Authorization is given to approve the Code of Conduct for the Naples Central School District per the requirements of the Project SAVE Legislation (Education Law Sections 2801 and 100.2.I of the Commissioner's Regulations.)
- Authorization is given to the Chief School Officer or School Business Official to employ temporary, part-time, per diem, or substitute personnel on an emergency basis.
- Authorization is given for the Chief School Officer or School Business Official to approve the travel and other business expenses of teaching and non-teaching personnel under adopted board policy, including advance payments.
- Authorization is given for the District Treasurer or Deputy District Treasurers to pay invoices or billings offering discounts and to pay billings for retirement, federal and state taxes, scholarships, liability and health insurance, employee voluntary deductions, and other invoice or billings the School Business Official deems necessary to be in the best interest of the District.

- Authorization for appointment of an Impartial Hearing Officer:

BE IT RESOLVED, that the current list of certified hearing officers from the State Education Department's web-based Impartial Hearing Officer Reporting System, who are identified as available to serve in this District, and the list as amended from time-to-time by the State Education Department and posted on the web-based IHO reporting system as the District's list of Impartial Hearing Officers.

BE IT ALSO RESOLVED, that the School District Clerk and Chief School Officer or Chief School Officer's designee shall select certified hearing officers from the State Education Department's web-based Impartial Hearing Officer Reporting System, who are available to serve in the District from the list of Impartial Hearing Officers who are certified by the Commissioner of Education of New York State; and document the rotational selection process and engage in the ministerial acts necessary to determine the first available impartial hearing officer for selection in each particular case. The State Education Department's then-current published list on the web-based Impartial Hearing Officer Reporting System will constitute the District's list of names and statement of the qualifications of each Hearing Officer.

- Resolved, that the Board of Education approves the appointment of Margaret Horan, to a probationary term of four (4) years beginning on July 11, 2019 and expiring on June 30, 2023, as an Elementary Teacher, effective July 11, 2019. 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, Certification Pending; and Students with Disabilities, Grades 1-6, Certification Pending. Salary for this position will be Step 1 of the 2019-2020 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.
- William R. Saar, Jr., 885 Bel Arbor Drive, Victor, NY 14564, as Substitute Elementary Education Teacher, effective August 23, 2019, and expiring upon the day Elementary Education Teacher Alice Fitch returns to work, plus one day. The certification area and status is Nursery, Kindergarten and Grades 1-6, Permanent. Salary for the 2019-2020 school year will be Step 1 of the 2019-2020 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 the Temporary appointment of Gavin Metzger as Student Helper for the 2019-2020 School Year, effective July 1, 2019, at the rate of \$11.10/hour.
- Resolved, that the Board of Education approves the following Extra-Curricular appointments for the 2019-2020 School Year, salary as per negotiated agreement:
Mentor for Heather Reigelsperger: Matthew Green for the 2019-2020 School Year
- Resolved, that the 2019-2020 Substitutes are approved as presented (List attached).
- Resolved, that the Board of Education approves the following request for an unpaid leave of absence:
Crystal Dutcher: June 14, 2019, one hour and thirty minutes; June 20, 2019, one half day; and June 21, 2019, one full day.

Voting Yes: 7
Voting No: 0

Motion Carried

Motion: Thomas Hawks
2nd: Gail Musnicki

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 Preschool Special Education actions of June 5, 2019; and June 20, 2019.
- b. Resolved, that the Board of Education hereby approves the following Substitute Appointments, 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>
Alan Wixom	Teacher Aide	41 Vine Street, Naples, NY 14512
Melissa Simmons	Teacher Aide	33 Academy Street, Apt. 5, Naples, NY 14512
Emma Simmons	Teacher Aide	33 Academy Street, Apt. 5, Naples, NY 14512

Voting Yes: 7
Voting No: 0

Motion Carried

Motion: Carter Chapman
2nd: Gail Musnicki

Resolved, that the Board of Education approves calling an executive session at 5:23 p.m. for the purpose of discussing collective negotiations with the CSEA Union.

Voting Yes: Motion Carried
Voting No: Motion Denied

Time out of Executive Session: 5:46 p.m.

Motion: Thomas Hawks
2nd: Kelley Louthan

There being no further business, the Organizational Meeting of July 10, 2019 is hereby adjourned at 5:47 p.m.

Voting Yes: 7 Motion Carried
Voting No: 0

Dated this 10th day of July, 2019



Mitchell J. Ball, District Clerk

EMPLOYMENT HANDBOOK

FOR THE

CONFIDENTIAL EMPLOYEES

OF THE

NAPLES CENTRAL SCHOOL DISTRICT

NAPLES, NEW YORK

JULY 1, 2019 – JUNE 30, 2022

**ARTICLE I
COVERED EMPLOYEES**

This handbook is not a contract, either expressed or implied, nor does it guarantee employment for any specific duration. All information contained in this handbook is intended to help employees understand their benefits of employment with the Naples Central School District. The Board of Education reserves the right to make changes, with or without notice, at any time.

The following policies shall apply to all Confidential Employees, including the following titles: District Treasurer, Accounts Payable Clerks, Payroll Clerk, District Clerk and Confidential Clerical Staff.

**ARTICLE II
PROCEDURES**

The superintendent, or his/her designated representative, will meet with representatives of the Confidential Employees for the purpose of discussion and reaching mutually satisfactory agreements. Upon request of either the Confidential Employees or the Superintendent of Schools, a meeting at a mutually acceptable meeting date, time, and place shall be set.

Copies of the final handbook shall be printed at the expense of the District, and distributed to all Confidential Employees.

**ARTICLE III
SALARY AND BENEFITS**

1. **SALARY** – Confidential Employee hourly rates shall be as follows:

Effective July 1, 2019: Michele Barkley, \$19.78/hour; Christina Brautigam, \$18.42/hour;
Pamela Claes, \$31.57/hour

Effective July 1, 2020: Michele Barkley, \$20.78/hour; Christina Brautigam, \$19.42/hour;
Pamela Claes, \$32.57/hour

Effective July 1, 2021: Michele Barkley, \$21.78/hour; Christina Brautigam, \$20.42/hour;
Pamela Claes, \$33.57/hour

2. **HEALTH INSURANCE** - The Board agrees to provide to all Confidential Employees, paid health insurance. The Board shall select the base health insurance plan. The Board will pay 90% of the base plan's annual premium of single, two person and/or family insurance premium.

Employees may elect to participate in other health insurance plans offered by the District. The employee shall be responsible for paying 100% of the premium cost that exceeds the Board's share of the base plan.

3. **HEALTH INSURANCE WAIVER** –Any Confidential Employee who elects not to take health insurance coverage from the District shall receive a payment of \$750 if eligible for single coverage and \$1000 if eligible for two person or family coverage. The buy-out amount shall be prorated for part-time employees. The payment will be made in two equal payments in January and June of each school year. In order to be eligible for the payment, the Confidential Employee must provide proof of coverage from another carrier and written waiver of the District’s health insurance coverage. In the event the Confidential Employee, due to unforeseen circumstances resulting in a loss of coverage, must rejoin the District’s health insurance plan during the year, the stipend will be prorated accordingly.

Where spouses are employed by the District, the District will only be obligated to provide and pay for one (1) family health insurance premium or two (2) single premiums at the District’s discretion. The District will not be obligated to provide and pay for separate individual or separate family coverage for the other spouse. In such a case the District agrees to pay the full premium cost. Where spouses are employed by the District, participants in the plan will not be required to contribute their portion of the total annual health insurance premium.

4. **DENTAL INSURANCE** – Effective July 1, 2019, Dental Coverage will be provided through a mutually agreeable plan to those unit members and their dependents who file a written request for the same, using yearly updated allowances based on usual, customary and reasonable charges.
5. **FLEXIBLE BENEFITS PLAN** - The district will provide a flexible benefits plan for the voluntary contribution by the Confidential Employees, to be used for those areas allowable by law (payment of health insurance premium, non-reimbursed medical, dental, and eye care costs, and dependent care payments).
6. **MEDICAL REIMBURSEMENT PLAN** - The District will make a contribution for any active Confidential Employee, who is participating in the District’s health insurance coverage, on October 1 of each school year to a Medical Reimbursement Plan (Section 105) in the amount of seven hundred seventy-five dollars (\$775.00). For any new employee hired after October 1, the Medical Reimbursement will be prorated based of the first date of service. The District’s contributions shall cease when employment with the District ends. If an employee retires from the District, any remaining amounts shall be available for use by the retiree. In the event an employee or retiree dies, any funds remaining in his/her Section 105 plan shall go to the decedent’s spouse or estate. This provision is subject to all state and federal Income tax laws and regulations.
7. **HEALTH INSURANCE FOR RETIRED CONFIDENTIAL EMPLOYEES** –Employees hired after June 30, 1981 and who retire from the Naples Central School District after at least ten (10) years service with the District to participate in full, regular retirement benefits in the New York State Employee Retirement System shall have that portion of their health insurance paid equivalent to the percentage they were receiving before their retirement. Employees who elect to receive health insurance upon retirement from the District shall receive benefits under the base plan as selected by the Board of Education. The retiree will be subject to any changes to the base plan.

Employees hired after July 1, 2003: to be eligible for this benefit, the employee must have retired from the Naples Central School District after at least ten years of service with the District to participate in full, regular retirement benefits in the New York State Employee Retirement System and shall have the following portion of health insurance paid during retirement:

**Years of Service to Naples
Central School District:**

**% of Insurance Premium
Paid by District:**

10 -15 years

50% For employees who retire after 7/1/07

Over 15 years

90% For employees who retire after 7/1/07

When retired employees reach eligibility for Medicare coverage, Medicare will become the primary plan. The District will provide those retirees covered by Medicare with a supplemental or Medigap plan of the District's choosing, offered by the carrier.

- 8. LONGEVITY** - Longevity payments as delineated below. The money is credited for years of service to the Naples Central School only.

Four increments, in the following sums:

10 th year of continuous service through the 14 th year:	\$175.00
15 th year of continuous service through the 19 th year:	\$350.00
20 th year of continuous service through the 24 th year:	\$575.00
25 th year of continuous service and each year thereafter:	\$850.00

The foregoing amounts are not accumulative. Effective July 1, 2019 longevity will be paid in the pay period corresponding with the employee's anniversary date.

**ARTICLE IV
WORK YEAR AND OVERTIME**

- 1. EMPLOYMENT YEAR** - Twelve (12) months/year.
- 2. WORK WEEK AND OVERTIME** – Full time positions are eight (8) hours/day inclusive of one-half hour of paid lunch for a total of forty hours per week. Overtime hours shall be paid at the rate of one and a half times the normal hourly rate of pay. Overtime shall be awarded on hours per week worked in excess of forty (40). Authorization for overtime is required. Employees shall not work overtime without prior permission from their immediate supervisor, except in the case of an emergency. Each supervisor or principal shall receive authorization from the Superintendent or designee prior to authorizing overtime.
- 3. TUITION** – Employees may submit proposals for district reimbursement of tuition for successful completion of job related coursework, approved in advance by the Superintendent. Tuition reimbursement per employee, per year, shall not exceed \$1,500.
- 4. PROFESSIONAL DUES** - The district shall pay annual job-related association dues.
- 5. PROFESSIONAL DEVELOPMENT** - The District will support, within budget constraints, the continuing professional development of these Employees.
- 6. FLEXIBLE WORK SCHEDULE** – A confidential employee may work a flexible schedule with the permission of his/her immediate supervisor. A flexible work schedule should be requested only in unusual or unforeseen situations, and should not be used on a frequent basis. An employee who is permitted to work a flexible work schedule shall work their full workday.

**ARTICLE V
VACATION AND HOLIDAYS**

1. Paid vacation is available only to twelve (12) month confidential employees. Vacation days will be credited upon the completion of the first year of full-time employment. Vacation will be pro-rated for less than a full year of service. Twelve (12) month confidential employees are entitled to fifteen (15) vacation days annually; upon completion of the 15th year of employment, twenty (20) vacation days.
2. Vacation days are available on an annual basis and may not be accumulated or carried forward from year to year without the written approval of the Superintendent at least two (2) months in advance of the end of the year. A maximum of five (5) days of vacation may be carried forward.
3. All requests for vacation time must comply with the following:
 - a. Requests must be made to the Superintendent on the current Absence Report for Attendance Records form.
 - b. The form must be submitted to the Superintendent at least three (3) workdays prior to the request for the time, except in emergencies.
 - c. The request must be for a minimum of one-half (1/2) day; (4 hours) for an eight (8) hour workday at a time.
 - d. The specific dates requested must be approved before being used, at the discretion of the Superintendent, who will consider as his/her prime criterion coverage of District responsibilities.
4. No more than five (5) consecutive vacation days may be scheduled when school is in session. Additional requests for five (5) or more days of vacation when school is in session will be considered by the Superintendent on a case by case basis.
5. An employee otherwise eligible for vacation pay upon resigning or retirement will receive such pay only if at least two (2) week's notice, in advance, is given to the Superintendent of his/her designee. Vacation pay is the unused vacation days available to use and the accrued vacation in a current year. Such pay shall be prorated based on the percentage of the year the employee works. Employees who are terminated shall not be entitled to this provision.
6. **HOLIDAYS** - The following are paid holidays for each Employee: Labor Day, Columbus Day, Veterans' Day, the Wednesday before Thanksgiving, Thanksgiving Day, the Friday after Thanksgiving, two days at Christmas, New Year's Day, Martin Luther King Day, President's Day, Good Friday, Memorial Day and Independence Day.

**ARTICLE VI
LEAVES OF ABSENCE**

1. **SICK LEAVE** - On the first day of each school year, the Confidential Employee shall be credited with an additional fourteen (14) sick leave days, and in the case that accumulated sick leave days have reached the maximum, the additional fourteen (14) days shall also be credited to permit a maximum during that year of 200 days available.

Sick leave days unused at the end of each school year will be added into the Confidential Employee's accumulated sick leave total for the following school year, to a maximum of 200 days.

Employees belonging to the New York State Employee's Retirement System will receive the benefit of application of unused sick leave as additional service credit upon retirement (Section 41-J). This applies if the earning and accumulation of sick leave was (prior to the member's retirement) authorized by law, rule, regulation, written order or written policy. Allowable unused sick leave credit is limited to 165 days and applied as additional service credit on a calendar day basis. For example: 90 days unused sick leave provides three (3) months additional service credit. This time may not be used to qualify a member for a benefit or vesting in the retirement system.

Any accumulated sick time beyond the 165 days will be reimbursed at \$40 per day to the maximum of 200 days per year. As such, an employee could cash in up to 35 days per year at a rate of \$40 per day, totaling a maximum of \$1,400 per year.

Sick leave shall be available for the following reasons: personal illness, physical or mental disability of the Confidential Employee or illness or death in the family, defined for this purpose as the Confidential Employee's spouse, child, stepchild if the Confidential Employee has been or is the responsible caregiver, mother, father, sister, brother, grandparents, or mother-, father-, sister-, or brother-in-law. Grandchildren, step-parents, aunt or uncle shall be included in this definition in the case of death in the family. All leaves under this agreement run concurrently with leave provided by the Family and Medical Leave Act which is hereby adopted, and no reinstatement rights of that act are waived or modified by this agreement except as provided expressly by this agreement.

2. **SICK LEAVE DONATION** – A confidential employee who has exhausted all of their paid leave time (sick, vacation, personal, compensatory time) and has a catastrophic, serious illness or injury may ask fellow confidential employees to donate sick leave days, with no individual limit on the donation. The employee must submit a written request to the Superintendent of Schools asking to use the sick leave bank. This request must specify the number of days needed and must include written verification of the employee's medical condition from his/her treating physician.
3. **PERSONAL LEAVE** - Personal leave is for the transaction of personal business, which cannot be conducted outside of the normal workday. Such leave is not available for recreational purposes. If a request is made for the use of a personal day either immediately prior to or after a vacation period, a reason must be stated on the request for personal day use. Acceptable reasons for the use of such leave are: funerals, college activities, and weddings in the immediate family, as well as educational conferences and retirement conferences/meetings.

Confidential employees will be allowed up to three (3) days personal leave per year upon the following conditions:

Written application for such leave must be made to the superintendent at least 48 hours in advance of the date requested, except in emergency situations. Approval of the superintendent is a prerequisite to the taking of such leave.

Unused personal leave days shall be rolled over into the following school year as sick leave.

4. **BEREAVEMENT** – Employees are eligible for up to three (3) days of paid leave, which shall be available in the event of each death in the immediate family of the employee. The term “immediate family” shall be defined for this purpose as including: spouse, child, stepchild, mother, father, sister, brother, grandparents, mother-in law, father-in-law, sister-in-law, brother-in-law, grandparent-in-law, grandchildren, step-parents, niece, nephew, aunt, uncle, significant other and any other person who is a full time resident of the employee’s household. This leave is non-accumulative and non-reimbursable. If additional days are needed they will require approval from the Superintendent and will be deducted from sick leave.
5. **JURY DUTY AND LEGAL LEAVE** - If subpoenaed as a witness or juror, the Confidential Employees will be paid the difference between the fee received as such witness or juror and the per diem rate of salary. Such absences are not deductible from sick or personal leave. This leave shall apply to matters where the employee is a party to the litigation or in any action or claim against the District.
6. **EXTENSIONS** - Any extension of leave concerning personal illness or illness or death in the family will be determined by the board of education, in its discretion.
7. **CONFERENCES AND VISITATIONS** - The Confidential Employees is encouraged to attend conferences and visit other schools. Requests for such conference days should be made to the superintendent and must have his/her approval.
8. **UNPAID LEAVE** - A one-year leave of absence without pay may be granted by the board of education in its discretion.
9. **CHILDREARING LEAVE** - Unpaid childrearing leave shall be available upon the following terms:
 - (a) Written notice of a request for childrearing leave is to be delivered to the superintendent as soon as possible.
 - (b) Such request shall include the estimated or intended date of commencement of such leave, and the intended date for return to work; generally, such return is to be at the beginning of a semester.
 - (c) Childrearing leaves must have the approval of the board of education upon recommendation of the superintendent.
 - (d) While on childrearing leave, the Confidential Employees shall be entitled to such benefits, if any, as district policy and/or law, requires.

Unpaid adoptive leave is available, upon the same terms, and as follows:

- (i) Written notice of a request for adoptive leave is to be delivered as soon as possible after the notification of adoption is made by the adoption agency.
- (ii) At such time, the Confidential Employees shall notify the superintendent of the date he/she wishes to commence and terminate such adoptive leave; generally, such return date is to be at the beginning of the semester.

**ARTICLE VII
SENIORITY**

1. In the event of the abolishment of Civil Service competitive employees, the District will conform to Civil Service Law and Ontario County Civil Service Rules for reduction in force and recall of competitive employees.
2. For non-competitive and labor class Civil Service employees, the following factors may be considered by the District in determining which employee is to be excised in the event of a position abolishment: attendance, job performance, qualifications, needs of the district and seniority (length of time the employee has worked for the District in the title which is being abolished).
3. For non-competitive and labor class Civil Service employees who are excised, the District will have the right to determine which, if any, excised employees will be recalled, should a position become available.

Matthew T. Frahm
Superintendent
Naples Central School District

Date

President
Naples Central School District
Board of Education

Date

Approved by the Naples Board of Education at the meeting of July 10, 2019.

FIRST AMENDMENT TO 2018 RESTATEMENT OF MUNICIPAL COOPERATIVE
AGREEMENT
TO PROVIDE HEALTH BENEFITS

WHEREAS, the Finger Lakes Area School Health Plan (“FLASHP”) was established pursuant to a Municipal Cooperative Agreement to Provide Health Benefits, which was last revised and adopted July 1, 2018 (the “Agreement”); and

WHEREAS, Section V of the Agreement provides that the Agreement may be amended by an affirmative vote of 2/3 of all Directors then appointed and serving on the FLASHP Board of Directors (“Board”); and

WHEREAS, the Board voted by a 2/3 majority at a meeting held on May 2, 2019, to amend the Agreement and the By Laws to permit Superintendent-Advisors to have voting rights, effective January 1, 2020;

NOW THEREFORE, the Agreement is hereby amended as follows, effective January 1, 2020:

- 1. The last paragraph of Section III (“Board of Directors”) Subsection A (“Number of Directors and Voting Power”) is deleted in its entirety and replaced with the following:**

The By Laws may also provide for Superintendent-Advisors, who shall have the right and obligation to attend all meetings of the Board of Directors. FLASHP’s By Laws shall further describe the role, selection, and removal of the Superintendent-Advisors, if applicable, and shall specify whether Superintendent-Advisors have voting rights.

- 2. Section III (“Board of Directors”) Subsection C (“Increase or Decrease in Number of Directors”) is deleted in its entirety and replaced with the following:**

C. Increase or Decrease in Number of Directors

The number of Directors may be increased or decreased by vote of a majority of the Board members in office (Directors and Superintendent-Advisors with voting rights, if applicable). No decrease in the number of Directors shall shorten the term of any incumbent Director. The number of Directors resulting from any increase or decrease must remain odd.

3. The first paragraph of Section III (“Board of Directors”) Subsection D (“Newly Created Directorships and Vacancies”) is deleted in its entirety and replaced with the following:

Newly created Directorships resulting in an increase in the number of Directors, and vacancies occurring in the Board for any reason except the removal of Directors, may be filled by a vote of the majority of the Board members in office (Directors and Superintendent-Advisors with voting rights, if applicable), as described in the By Laws.

- 4. The first paragraph of Section V (“Action of the Board”) is deleted in its entirety and replaced with the following:**

To change this Municipal Cooperative Agreement or any By Law, there must be an affirmative vote of 2/3 of all Board members (Directors and Superintendent-Advisors with voting rights, if applicable) then appointed and serving. Unless otherwise required by law, or the prior sentence, the vote of a majority of the Board members with voting rights shall be the act of the Board. Each Director (and if so specified in the By Laws, each Superintendent-Advisor) shall have one (1) vote, except that Superintendent-Advisors shall not be permitted to vote on any decision regarding a change to their own voting rights. All actions by the Board must have a motion/second and be adopted by a vote as determined above.

- 5. Section VI (“Duties of the Board”) is amended by adding the following new bullet to the list of the duties of the Board, which shall be inserted after the bullet that reads “Establishing qualifications and election procedures to become a Director or Superintendent-Advisor.”:**

- Establishing voting rights, if any, of the Superintendent-Advisors, in the By Laws.

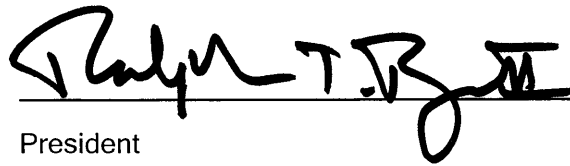
- 6. Section VII (“Status of Officers and Employees”) is deleted in its entirety and replaced with the following:**

VII. STATUS OF OFFICERS AND EMPLOYEES

Officers and employees of any other third party vendor, including without limitation the officers and employees of any Participant or Member who assists or participates in the operation of FLASHP, shall not be deemed employees of FLASHP. The Board members shall not have any authority to engage the services of any person

as an employee of FLASHP. Each third party vendor shall provide for all necessary services and materials pursuant to contracts with FLASHP. The officers of FLASHP shall serve without compensation from FLASHP.

The undersigned President of the Board hereby certifies that the foregoing First Amendment to Municipal Cooperative Agreement to Provide Health Benefits, was approved by a motion duly made, seconded and passed by the Board at a meeting held on the 2nd day of May, 2019, to be effective January 1, 2020, and that he/she was duly authorized to sign this document on behalf of the Board.



President

Dated: 6/25/19

MUNICIPAL COOPERATIVE AGREEMENT
TO PROVIDE HEALTH BENEFITS

This Agreement adopted effective the 1st day of July 2018 among:

Avon Central School District
Bloomfield Central School District
Caledonia-Mumford Central School District
Canandaigua City School District
Clyde Savannah Central School District
Dansville Central School District
Dundee Central School District
Finger Lakes Community College
Gananda Central School District
Genesee Valley BOCES
Geneseo Central School District
Geneva City School District
Honeoye Central School District
Keshequa Central School District
Livonia Central School District
Lyons Central School District
Manchester-Shortsville Central School District
Marcus Whitman Central School District
Marion Central School District
Mt. Morris Central School District
Naples Central School District
Newark Central School District
North Rose Wolcott Central School District
Palmyra Macedon Central School District
Penn Yan Central School District

Phelps-Clifton Springs Central School District
Red Creek Central School District
Romulus Central School District
Seneca Falls Central School District
Sodus Central School District
Victor Central School District
Waterloo Central School District
Wayland-Cohocton Central School District
Wayne Central School District
Wayne-Finger Lakes BOCES
Williamson Central School District
York Central School District

Revised Effective July 1, 2018

WITNESSETH:

WHEREAS, Article 5-G of the General Municipal Law authorized municipal corporations to enter into cooperative agreements for the performance of those functions or activities in which they could engage individually; and

WHEREAS, Section 92-a, 119-o of the General Municipal Law authorizes municipalities to purchase medical and dental insurance policies, enter into group health plans, and establish a joint body to administer a health plan; and

WHEREAS, Section 119-n of the General Municipal Law defines the term "municipal corporation" to include a county, city, town, village, fire district, school district and board of cooperative education services, and for purposes of this Municipal Cooperative Agreement, Finger Lakes Community College; and

WHEREAS, the parties to this agreement have determined to their individual satisfaction that they can furnish medical and/or dental benefits for their employees/retirees and COBRA participants at a significant cost savings by acting in concert with one another in the manner hereinafter expressed; and

WHEREAS, the parties to this agreement wish to designate themselves under this agreement as the Finger Lakes Area School Health Plan;

NOW THEREFORE, in consideration of the mutual promises herein contained, the parties do covenant and agree as follows:

I. INTENT

The parties to this agreement (each a "Participant" and collectively the "Participants") collectively shall furnish medical, dental, and Medicare Advantage benefits (each benefit type a separate "Plan" and collectively "the Plans") for those employees, retirees, COBRA participants and dependents ("Plan Enrollees") which each Participant individually deems eligible for coverage in the Finger Lakes Area School Health Plan (hereinafter referred to as the "FLASHP"), subject, however, to FLASHP's eligibility criteria as determined by the Board of Directors from time to time. If a Participant applies and is approved to become a participating employer in a FLASHP Plan, it shall be known as a "Member" of that Plan.

II. PARTICIPATION AND MEMBERSHIP

The Board of Directors reserves the right to accept/deny entrance into FLASHP (as a Participant in this Municipal Cooperative Agreement), or entrance as a participating employer in any of the Plans (medical, dental or Medicare Advantage Plans), for any reason(s) which in its sole discretion determines is appropriate. Membership as a participating employer in a

FLASHP Plan (“Membership”) may be offered to a municipal corporation if said municipal corporation is approved to become a Participant and can provide satisfactory proof of its financial responsibility. Those current and future Participants who apply and are approved for entrance as a participating employer into a FLASHP Plan (each a “Member” and collectively the “Members”) may be required to sign a Membership agreement approved by the Board and shall be subject to terms and conditions of Plan Membership established by the Board of Directors. A Participant that is approved to be a Member may participate in the medical, dental, or Medicare Advantage Plan(s), or any combination thereof, through FLASHP, as determined in the discretion of the Board of Directors.

A. New Membership

- New FLASHP Participants and Membership will be limited to only municipal corporations that are educational institutions (public school districts, BOCES, and public colleges) and who qualify as large group for health insurance rating purposes under the New York Insurance Law Sections 3231 and 4317 (or who otherwise would not affect the Plan’s status as a large group for health insurance rating purposes if they joined a FLASHP Plan).
- Applicants for Membership must provide the following information:
 - Three (3) years of claim history for the benefit(s) of the same type as those provided by the Plan(s) in which participation is sought.
 - Three (3) years of premium history for the benefit(s) of the same type as those provided by the Plan(s) in which participation is sought.
 - A census of Members participating in the benefit(s) of the same type as those provided by the Plan(s) in which participation is sought, showing age, family status, etc.
 - The Board will request that Excellus BlueCross BlueShield, Rochester Region (EBCBSRR) or another entity selected by the Board complete a review of the data within ten (10) business days of an application for Membership and provide an

actuarial analysis regarding the risk of the group. The Board of Directors may obtain an independent analysis at its discretion.

- The new Member must be located within Livingston, Monroe, Ontario, Seneca, Steuben, Wayne and/or Yates County area. Consideration will be given to out of area groups. Applications for Membership may be approved by the Board, in the Board's discretion.
- FLASHP shall not be obligated to provide benefits to a Member that exceeds Finger Lakes Area School Health Plan's benefits at the time of entry.
- If required by the By Laws and to the extent applicable to a particular Plan, the new Member will be required pay a surcharge to cover its share of any reserves and any rate credits that exist at the time of entry into FLASHP for the Plan(s) in which the new Member participates. If the new Member participates in more than one Plan requiring a surcharge, then the surcharge shall be separately calculated for each Plan. The surcharge will be a percentage equal to the cumulative gain for the FLASHP divided by the FLASHP premium for the applicable Plan for the immediately preceding twelve (12) month period. EBCBSRR or another entity selected by the Board will calculate the surcharge amount at the time the new Member joins the Plan. The surcharge amount may be paid by the new Member in a lump sum, or in equal installments for the first twelve (12) months in FLASHP, for the first twenty-four (24) months in FLASHP or for the first thirty-six (36) months in FLASHP through premium add-ons, as selected by the new Member at the time of its entry into FLASHP for the Plan(s) in which the new Member participates. No interest will be charged if a multi-year add-on option is selected. Full payment of the surcharge is required if the new Member terminates participation in the Plan(s) for which the surcharge is assessed, and if the new Member terminates prior to the end of the payment period the remaining amount shall be paid in a lump sum within thirty (30) days of termination.
- New Members participating in the medical Plan on or after July 1, 2005, are not eligible to elect the \$2 or \$5 drug co-pay option as part of their Membership.
- Membership of new Participants shall become effective no earlier than the 1st day of

the calendar month following adoption by the Board of Directors of the resolution to accept the entity as a Member.

- Newly approved Members must become a party to this Agreement (a "Participant,") by approval of such Member's governing body, prior to becoming a Plan Member.

B. Withdrawal of Membership

The Plan year runs from July 1 each year to June 30 ("Plan Year"). A Participant may withdraw from FLASHP or from Membership in a Plan effective only on the last day of the Plan Year, June 30. Notice of Intention to Withdraw must be given in writing to the President of the Board of Directors by April 30th of the prior Plan Year. Failure to give such notice shall automatically extend a Member's Membership and obligations for another Plan Year, unless all other Members shall consent to such withdrawal. In the event of an early withdrawal not permitted by this paragraph, the Member shall pay to FLASHP an amount equal to the amount of any premium increase imposed on the other Members as a direct result of the early withdrawal of that Member for the remainder of the Plan Year in which the early withdrawal took place.

Notwithstanding the foregoing, a Member who has no subscribers under a Plan shall be deemed to have withdrawn from Membership in the applicable Plan on the date the Member ceases to have any subscribers under that Plan.

If required by the By Laws and to the extent applicable to a particular Plan, a Member's withdrawal from a Plan, whether a voluntary withdrawal under this Section or an involuntary withdrawal due to failure to pay premiums or other reason the Member is forced to leave the Plan, will be subject to the following conditions:

- the withdrawing Member must pay any unpaid portion of the surcharge imposed on it as a new Member; and
- the withdrawing Member must pay a surcharge equal to its share of any deficit

(including anticipated run-offs) of the applicable Plan(s) in the Plan Year in which the Member withdrew from such Plan(s), based on the deficit for the applicable Plan(s) set forth in the completed financial statement for the Plan Year in which the Member withdrew. The Member's share of any such deficit shall be determined by dividing the total premiums (both employer and employee contributions) paid by the Member to the applicable Plan from July 1, 2004 (or such later date the Member joined the Plan) to the date the Member withdrew from the Plan, by the total premiums (both employer and employee contributions) paid by all Members to the applicable Plan from July 1, 2004 (or such later date the Member joined the Plan) to the date of the Member's withdrawal from the Plan; and

- the withdrawing Member will not be eligible for any profit or fund balance that the applicable Plan may have accumulated at the time of the Member's withdrawal.

Any surcharge paid in accordance with this provision shall be used to reduce the deficit of the applicable Plan, pay for Plan expenses of the applicable Plan, or for other purposes of the applicable Plan, as determined by the Board of Directors.

III. BOARD OF DIRECTORS

A. Number of Directors and Voting Power

The governing body of FLASHP, responsible for management, control and administration of FLASHP, shall be a Board of Directors ("Board") which shall consist of not less than three Directors, with an odd number of Directors regardless of the size of the Board. Each Director position may either represent at least two (2) Members, referred to a "Region," or may be designated as an "At-Large" position, as provided in the By Laws. The Board, by resolution adopted by a majority of the entire Board, shall determine the number of Director positions, how many positions (if any) will represent a specific Region, and how many positions (if any)

will be At-Large elected by all Members.

Each Director shall have one vote on all matters properly brought before the Board. A Director may vote on matters involving the medical, dental, and Medicare Advantage Plans, even if the Director's employer does not participate in that Plan. To the extent the By Laws provide that Directors represent a specific Region, then the Board shall determine the number of Regions and the Members which will be in each Region, with a goal of each Region having a relatively comparable number of insurance contracts.

The By Laws may also provide for Superintendent-Advisors, who shall be elected to serve as non-voting advisors to the Board of Directors, and shall have the right and obligation to attend all meetings of the Board of Directors. FLASHP's By Laws shall further describe the role and selection of the Superintendent-Advisors, if applicable.

B. Qualifications, Election and Term of Directors

Each Directorship shall be filled by a Member vote or a Board vote, as described in the By Laws. The Board of Directors shall establish Directorship terms and election procedures, either in the By Laws or by separate resolution. The Board of Directors in its discretion may also establish qualifications for Directorship positions and/or term limits, either in the By Laws or by separate resolution.

C. Increase or Decrease in Number of Directors

The number of Directors may be increased or decreased by vote of the Directors. No decrease in number of Directors shall shorten the term of any incumbent Director. The number of Directors resulting from any increase or decrease must remain odd.

D. Newly Created Directorships and Vacancies

Newly created Directorships resulting in an increase in the number of Directors, and vacancies occurring in the Board for any reason except the removal of Directors, may be filled by a vote of the majority of the Directors in office, as described in the By Laws.

Vacancies occurring by reason of removal of Directors with or without cause shall be filled by vote of the Members (in the applicable Region, if the Director represents a specific Region).

A Director elected to fill a vacancy caused by resignation, death or removal shall be elected to hold office for the unexpired term of his/her predecessor. An odd number of Directors will always be maintained. If necessary or determined by the Board to be prudent, an At-Large member will be elected by all Members (one vote per Member).

E. Removal of Directors

Any or all of the Directors may be removed for cause by vote of the Members (in the applicable Region, if the Director represents a specific Region) or by action of a majority of the Board.

Such causes may include, but are not limited to:

- Failure to attend meetings
- Malfeasance
- Conflict of interest
- No longer satisfies the qualifications to be a Director

F. Resignation

A Director may resign at any time by giving written notice to the Board or the President of FLASHP. Unless otherwise specified in the notice, the resignation shall take effect upon receipt thereof by the Board or the President, and the acceptance of the resignation shall not be necessary to make it effective.

IV. QUORUM

A majority of the entire Board shall constitute a quorum for the transaction of business or of any specified item of business.

V. ACTION OF THE BOARD

To change this Municipal Cooperative Agreement or any By Law, there must be an affirmative vote of 2/3 of all Directors then appointed and serving. Unless otherwise required by law, or the prior sentence, the vote of a majority of the Directors shall be the act of the Board. Each Director shall have one (1) vote. All actions by the Board must have a motion/second and be adopted by a vote as determined above.

All changes to any By Law shall be effective and binding on all Participants/Members, without the need for the Participant/Member to sign a new Membership agreement or other written instrument, and without approval of the Participant's/Member's governing body. Changes to this Municipal Cooperative Agreement, however, also require adoption by each Participant's/Member's governing body. Following a change to this Municipal Cooperative Agreement, each Participant/Member must have such changes approved by a majority vote of each such Member's governing body within a timeframe set by the Board of Directors in order to remain a Participant and Member.

VI. DUTIES OF THE BOARD

The duties of the Board include:

- Adopting and maintaining By Laws to govern FLASHP.
- Monitoring financial performance of FLASHP.
- Communicating with Members and eligible or enrolled Plan Enrollees.
- Determining what benefit Plans will be offered under FLASHP, including whether to add or terminate a Plan or Plan option or to offer supplemental programs, such as wellness programs, within a Plan.
- Making decisions regarding renewal rates, renewals, benefit changes, Member guidelines and Member and Plan Enrollee eligibility for each Plan.
- Making decisions regarding Member entry and departure from FLASHP.
- Making decisions regarding the funding mechanism for each Plan (insurance or self-funding or a combination thereof), and if the decision is made to self-fund a Plan or portion thereof, obtaining a Certificate of Authority from the Department of Financial Services in accordance with Article 47 of the New York Insurance Law, and determining how assets will be dispositioned upon termination of the self-funded Plan or arrangement.
- Determining insurance carrier(s) and/or third party administrators for medical, dental, and Medicare Advantage Plan benefits provided by FLASHP.
- Determining the insurance carrier or carriers, if any, who are to provide stop-loss insurance coverage (if applicable).
- Recommending the annual premium rates to be paid by each Member for each Plan Enrollee classification in the medical, dental, and Medicare Advantage Plans.
- Purchasing and maintaining a stop-loss policy or policies to the extent determined by the Board to be prudent or to be required by New York Insurance Law Section 4707,

which shall comply with any requirements of that Section.

- Establishing a joint fund or funds or other process to finance all FLASHP expenditures, including claims, reserves, surplus, administration, stop-loss insurance and other expenses.
- Auditing receipts and disbursements, providing for independent audits.
- Preparing and furnishing periodic financial and operational reports to Members including an annual report showing the financial condition and affairs of FLASHP, no later than 120 days after the close of each fiscal year of FLASHP.
- Establishing qualifications and election procedures to become a Director or Superintendent-Advisor.
- Establishing Director terms, and if deemed prudent by the Board in its discretion, term limits.
- Designating Regions, if any, to be represented by Directors, and determining how many Directorships (if any) shall be tied to a particular Region and how many shall be At-Large positions.
- Electing a President and Vice President, and the selection or designation of any other officers.
- To the extent the Board deems it appropriate, creating Board committees, each consisting of three or more Directors and/or Superintendent-Advisors, to serve at the pleasure of the Board.
- Filling vacancies in any of the Board offices.
- Fixing the frequency of regular Board meetings, including the time and place thereof, and the method for calling special meetings. There shall be at least one annual scheduled Board of Directors meeting at a time and place in New York State designated in accordance with this agreement.
- Hiring a FLASHP Consultant(s) or Plan Administrator(s) and annually reviewing the performance of the FLASHP Consultant(s) and/or Plan Administrator(s).
- Reviewing all recommendations made by the FLASHP Consultant or Plan

Administrator(s) and approving and implementing all such recommendations approved by the Board.

- Establishing administrative guidelines and requirements for Members, Directors, Superintendent-Advisors, and/or Plan Enrollees. Examples of the type of administrative guidelines and requirements the Board may choose to adopt include a requirement that:
 - Members sign a Membership agreement developed by the Board;
 - Members satisfy certain criteria to participate in a Plan;
 - Members conduct dependent eligibility audits, distribute Plan notices or materials, or perform other administrative duties with respect to the Plans;
 - Members, Directors, Superintendent-Advisors, and/or Plan Enrollees make certain disclosures or sign certain certifications developed or approved by the Board.
- Contracting with third parties, which may include one or more Members, for the furnishing of all goods and services reasonably needed in the efficient operation and administration of FLASHP.
- Designating an individual or law firm to serve as FLASHP's attorney.
- Such other matters, as may be reasonable or necessary to provide for the efficient operation and administration of FLASHP.
- In carrying out these duties, ensuring that purchasing and making of contracts complies with the general laws applicable to municipal corporations and school districts, including but not limited to the requirements of Section 92-a of the General Municipal Law with respect to contracts for self-funded health benefits, if applicable.

VII. STATUS OF OFFICERS AND EMPLOYEES

Officers and employees of any other third party vendor, including without limitation the officers and employees of any Participant or Member who assists or participates in the operation of FLASHP, shall not be deemed employees of FLASHP. The Directors shall not have any

authority to engage the services of any person as an employee of FLASHP. Each third party vendor shall provide for all necessary services and materials pursuant to contracts with FLASHP. The officers of FLASHP shall serve without compensation from FLASHP.

VIII. SERVICE OF PROCESS

The President of FLASHP shall receive service of summons or other legal process in any action, suit or proceeding arising out of any contract, agreement or transaction involving FLASHP.

IX. PREMIUM PAYMENTS

Unless otherwise required by the carrier, each Member is responsible to pay premiums directly to the selected insurance carrier. Failure to pay premiums shall be the basis for exclusion of the Member from the applicable Plan. Any action to exclude a Member from a Plan for non-payment of premiums shall not relieve that Member from its premium obligations to the selected insurance carrier.

X. INDEMINIFICATION

Each Participant/Member will defend with competent counsel, indemnify and hold harmless FLASHP, every other Participant/Member, as well as their directors, officers, employees, agents, successors, and assigns, from and against any and all claims, demands, actions, suits and proceedings (whether civil, criminal or administrative), and all liability, loss, expense (including reasonable attorneys' fees), costs or damages, that result, directly or indirectly, from the acts and/or omissions of the Participant/Member, including, but not limited to any expense or loss resulting from inaccurate eligibility information that is provided by the Member, failure to distribute required notices or other FLASHP materials, or premium expenses whether

due to failure or refusal to pay, expulsion from Membership, or inappropriate withdrawal from FLASHP.

XI. TERMINATION OF PLAN

This Agreement, and FLASHP, may be terminated upon official action of the Board in accordance with Section V of this Agreement. Upon termination of this Agreement, or FLASHP, to the extent any Plan or portion of a Plan is fully-insured, the selected insurance carrier(s) shall hold terminal liability and any experience credits; to the extent any Plan or Portion of a Plan is self-funded, the Plan and FLASHP may not be terminated until all terminal liability has been satisfied and all profit or fund balances have been distributed to Members or Plan Enrollees, as permitted by law and determined by the Board of Directions.

XII. CONFIDENTIALITY

Nothing contained in this Agreement shall be construed to waive any right a covered person possesses with respect to the confidentiality of medical records and that such rights may only be waived upon the written consent of such a covered person.

XIII. TERM AND RENEWAL OF AGREEMENT

The term of the Agreement shall be five (5) years from its last adoption date, at which time the Board shall review its terms and conditions. Regardless of whether there are changes, each Participant's/Member's governing body shall be required to re-adopt the Agreement at least once every five (5) years.

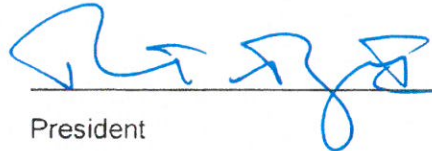
In the event the terms and conditions of the Agreement are revised at a time that is less than five (5) years from its last adoption date, the term of the revised Agreement shall be five (5)

years, measured from the date of the adoption of the changes to the Agreement.

XIV. COMPLIANCE WITH LAWS

This Agreement shall be interpreted and implemented in a manner compliant with all applicable laws, which are hereby incorporated by reference. In the event any term of this Agreement is found to be noncompliant with applicable law (e.g., if it conflicts with, or fails to incorporate a required term of such laws), that term shall be reformed to comply with the applicable law and the remainder of the Agreement shall remain in effect and carried out in the manner the Board determines is most consistent with the Participants' original intent.

The undersigned President of the Board hereby certifies that the foregoing Municipal Cooperative Agreement to Provide Health Benefits was adopted by a motion duly made, seconded and passed by the Board at a meeting held on the 1st day of February, 2018 to be effective July 1, 2018, and that he/she was duly authorized to sign this document on behalf of the Board.



President

Dated: 6/4/2018

The undersigned school district, BOCES or municipal corporation agrees to be bound by the provisions of the foregoing Municipal Cooperative Agreement to Provide Health Benefits effective July 1, 2018.

Name of School District, BOCES or Municipal Corporation

by: _____

Signature

Print

name: _____

its: _____

Title

Dated: _____

Library Weeding Log

From: 6/1/2019 To: 6/18/2019

Naples Junior-Senior High School

*Deletions
some
2019 H.S.*

6/13/2019 - Copies Removed: 19

Beck (Removed: 1)

Author: Peet, Mal.	LCCN: 2017-933647	Published: 2017		
Call Number F PEE	Barcode NAS0036114	Price \$16.30	Acquired 9/5/2017	Removed By bhawks@naplescsd.org
Was Available -- Weeded				

Big Mouth & Ugly Girl (Removed: 1)

Author: Oates, Joyce Carol, 1938-	LCCN: 2001-24601	Published: 2002		
Call Number F OAT	Barcode NAS0026054	Price \$11.60	Acquired 6/13/2017	Removed By bhawks@naplescsd.org
Was Available -- Weeded				

Bone. [3], Eyes of the storm (Removed: 1)

Author: Smith, Jeff, 1960 Feb. 27-	LCCN: 95-68403	Published: 2006		
Call Number GN 741.5 SMI	Barcode NAS0008730	Price \$18.99	Acquired 6/13/2017	Removed By bhawks@naplescsd.org
Was Available -- Weeded				

Bone. [4], The dragonslayer (Removed: 1)

Author: Smith, Jeff, 1960 February 27-	ISBN: 0-439-70637-8	Published: 2006		
Call Number GN 741.5 SMI	Barcode NAS0031124	Price \$9.99	Acquired 6/13/2017	Removed By bhawks@naplescsd.org
Was Available -- Weeded				

The breakup bible : a novel (Removed: 1)

Author: Kantor, Melissa.	ISBN: 978-0-7868-0962-2	Published: 2007		
Call Number F KAN	Barcode NAS0031879	Price \$15.99	Acquired 6/13/2017	Removed By bhawks@naplescsd.org
Was Available -- Weeded				

The Darlings are forever (Removed: 1)

Author: Kantor, Melissa.	LCCN: 2010-9767	Published: 2011		
Call Number F KAN	Barcode NAS0035073	Price \$16.99	Acquired 6/13/2017	Removed By bhawks@naplescsd.org
Was Available -- Weeded				

Keeper (Removed: 1)

Author: Peet, Mal.	LCCN: 2005-50786	Published: 2005		
Call Number F PET	Barcode NAS0004218	Price \$15.99	Acquired 6/13/2017	Removed By bhawks@naplescsd.org
Was Available -- Weeded				

My boyfriend is a monster. #1, I love him to pieces, or, My date is dead w (Removed: 1)

Author: Tsang, Evonne.	LCCN: 2010-30774	Published: 2011		
Call Number	Barcode	Price	Acquired	Removed By

Library Weeding Log

Naples Junior-Senior High School

From: 6/1/2019 To: 6/18/2019

6/13/2019 - Copies Removed: 19

GN 741.5 MY	NAS0033394	\$21.95	6/13/2017	bhawks@naplescsd.org
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Was Available -- Weeded

My boyfriend is a monster. #2, Made for each other, or, I made my prom dat (Removed: 1)

Author: Storrie, Paul D. LCCN: 2010-28722 Published: 2011

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 MY	NAS0033424	\$21.95	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

My boyfriend is a monster. #3, My boyfriend bites, or, Once bitten, twice (Removed: 1)

Author: Jolley, Dan. LCCN: 2010-28723 Published: 2011

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 MY	NAS0033426	\$21.95	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

My boyfriend is a monster. #4, Under his spell, or, Elf possessed, or, Lov (Removed: 1)

Author: Croall, Marie P. LCCN: 2010-35201 Published: 2011

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 MY	NAS0033434	\$21.95	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Playground (Removed: 1)

Author: 50 Cent (Musician) ISBN: 978-1-59514-478-2 (pbk.) Published: 2012

Call Number	Barcode	Price	Acquired	Removed By
F FIF	NAS0035270	\$11.98	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Promised (Removed: 1)

Author: O'Brien, Caragh M. LCCN: 2011-47115 Published: 2012

Call Number	Barcode	Price	Acquired	Removed By
F OBR	NAS0035392	\$17.00	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Spider-Man. Doom with a view (Removed: 1)

Author: McKeever, Sean. ISBN: 0-7851-2398-9 (pbk.) Published: 2006

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 MCK	NAS0031099		6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Spider-man. [Vol. 1 : v. 1. (Removed: 1)

Author: Lee, Stan and Steve Ditko. ISBN: 0-7851-0786-X Published: 2004

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 LEE	NAS0007755	\$5.99	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Library Weeding Log

Naples Junior-Senior High School

From: 6/1/2019 To: 6/18/2019

6/13/2019 - Copies Removed: 19

Tilt (Removed: 2)

Author: Hopkins, Ellen.

LCCN: 2011-40867

Published: 2012

Call Number

Barcode

Price

Acquired

Removed By

F HOP

NAS0035322

\$18.99

6/13/2017

bhawks@naplescsd.org

Was Available -- Weeded

F HOP

NAS0035362

\$18.99

6/13/2017

bhawks@naplescsd.org

Was Available -- Weeded

Triangles (Removed: 1)

Author: Hopkins, Ellen.

ISBN: 978-1-45162634-6 (pbk.)

Published: 2012

Call Number

Barcode

Price

Acquired

Removed By

F HOP

NAS0023667

\$12.80

6/13/2017

bhawks@naplescsd.org

Was Available -- Weeded

X-Men 2 (Removed: 1)

Author: Hawke, Syd Barney.

ISBN: 0-7851-2396-2 (pbk.)

Published: 2006

Call Number

Barcode

Price

Acquired

Removed By

GN 741.5 MOR

NAS0031664

\$7.99

6/13/2017

bhawks@naplescsd.org

Was Available -- Weeded

6/12/2019 - Copies Removed: 37

Big beefy book of Bart Simpson (Removed: 1)

Author: [created by Matt Groening ; contributing artists, Karen Bates ... [et al.] ; contributing writers, James Bates ... [et al.]].

ISBN: 1-84576-057-3 (pbk.)

Published: 2005

Call Number

Barcode

Price

Acquired

Removed By

GN 741.5 GRO

NAS0008025

6/13/2017

bhawks@naplescsd.org

Was Available -- Weeded

The death of Superman (Removed: 1)

Author: Dan Jurgens...[et al], writers.

Published: 1993

Call Number

Barcode

Price

Acquired

Removed By

GN 741.5 DEA

NAS0007598

6/13/2017

bhawks@naplescsd.org

Was Available -- Weeded

Fruits basket (Removed: 1)

Author: Takaya, Natsuki, 1973-.

LCCN: 2005-273494

Published: 2004

Call Number

Barcode

Price

Acquired

Removed By

GN 741.5 TAK

NAS0034597

\$10.99

6/13/2017

bhawks@naplescsd.org

Was Available -- Weeded

Fruits basket. Volume 1 (Removed: 1)

Author: Takaya, Natsuki, 1973-

ISBN: 978-1-59182-603-3 (pbk.)

Published: 2004

Call Number

Barcode

Price

Acquired

Removed By

Library Weeding Log

Naples Junior-Senior High School

From: 6/1/2019 To: 6/18/2019

6/12/2019 - Copies Removed: 37

GN 741.5 TAK	NAS0025009	\$9.99	6/13/2017	bhawks@naplescsd.org
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Was Available -- Weeded

Fruits basket. Volume 2 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 978-1-59182-604-0 (pbk.) Published: 2004

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0025010	\$9.99	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Fruits basket. Volume 3 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 978-1-59182-605-7 (pbk.) Published: 2004

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0025011	\$9.99	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Fruits basket. Volume 4 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 978-1-59182-606-4 (pbk.) Published: 2004

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0023256	\$13.36	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Fruits basket. Volume 5 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 1-59182-607-1 (pbk.) Published: 2004

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0023250	\$13.36	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Fruits basket. Volume 6 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 978-1-59182-608-8 (pbk.) Published: 2004

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0023255	\$13.36	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Fruits basket. Volume 7 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 978-1-59532-402-3 (pbk.) Published: 2005

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0023251	\$13.36	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Fruits basket. Volume 8 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 978-1-59532-403-0 (pbk.) Published: 2005

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0023254	\$13.36	6/13/2017	bhawks@naplescsd.org

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Fruits basket. Volume 9 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 978-1-59532-404-7 (pbk.) Published: 2005

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0023252	\$13.36	6/13/2017	bhawks@naplescscsd.org

Was Available -- Weeded

Fruits basket. Volume 10 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 978-1-59532-405-4 (pbk.) Published: 2005

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0023253	\$13.36	6/13/2017	bhawks@naplescscsd.org

Was Available -- Weeded

Fruits basket. Volume 11 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 1-59532-406-2 (pbk.) Published: 2005

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0023249	\$13.36	6/13/2017	bhawks@naplescscsd.org

Was Available -- Weeded

Fruits basket. Volume 12 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 1-59532-407-0 Published: 2005

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0023248	\$13.36	6/13/2017	bhawks@naplescscsd.org

Was Available -- Weeded

Fruits basket. Volume 13 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 1-59532-408-9 Published: 2006

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0025054	\$9.99	6/13/2017	bhawks@naplescscsd.org

Was Available -- Weeded

Fruits basket. Volume 14 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 1-59532-409-7 Published: 2006

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0025068	\$9.99	6/13/2017	bhawks@naplescscsd.org

Was Available -- Weeded

Fruits basket. Volume 15 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 1-59816-023-0 Published: 2006

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0031152	\$9.99	6/13/2017	bhawks@naplescscsd.org

Was Available -- Weeded

Fruits basket. Volume 16 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 978-1-59816-024-6 (pbk.) Published: 2007

Call Number	Barcode	Price	Acquired	Removed By
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GN 741.5 TAK	NAS0025091	\$9.99	6/13/2017	bhawks@naplescsd.org
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Was Available -- Weeded

Fruits basket. Volume 17 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 978-1-59816-799-3 Published: 2007

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0025092	\$9.99	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Fruits basket. Volume 18 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 978-1-59816-862-4 (pbk.) Published: 2007

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0032000	\$9.99	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Fruits basket. Volume 19 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 978-1-59816-863-1 (pbk.) Published: 2008

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0031967	\$9.99	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Fruits basket. Volume 20 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 978-1-42780009-1 (pbk.) Published: 2008

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0025106	\$9.99	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Fruits basket. Volume 21 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 978-1-42780682-6 (pbk.) Published: 2008

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0025120	\$9.99	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Fruits basket. Volume 23 (Removed: 1)

Author: Takaya, Natsuki, 1973- ISBN: 978-1-42780827-1 (pbk.) Published: 2009

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 TAK	NAS0034760	\$10.99	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Maus : a survivor's tale (Removed: 1)

Author: Spiegelman, Art. LCCN: 86-42642 Published: 1986

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 SPI	NAS0002100	\$14.00	6/13/2017	bhawks@naplescsd.org

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Library Weeding Log

Naples Junior-Senior High School

From: 6/1/2019 To: 6/18/2019

6/12/2019 - Copies Removed: 37

Star wars : Clone Wars. Volume 4, Light and dark (Removed: 1)

Author: Ostrander, John. ISBN: 1-59307-195-7 Published: 2004

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 STA	NAS0025024	\$16.95	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Star wars : Clone Wars. Volume 5, The best blades (Removed: 1)

Author: [editor, Randy Stradley ; colors, Brad Anderson ; lettering, Michael David Thomas & Sno Cone Studios]. ISBN: 978-1-59307-273-5 (pbk.) Published: 2004

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 STA	NAS0025045	\$17.95	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Star wars : Clone Wars. Volume 6, On the fields of battle (Removed: 1)

Author: editor, Randy Stradley ; colors, Brad Anderson ; lettering, Michael David Thomas. ISBN: 978-1-59307-352-7 (pbk.) Published: 2005

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 STA	NAS0025046	\$17.95	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Star wars, Clone Wars. Volume 7, When they were brothers (Removed: 1)

Author: [colors by Sno Cone Studios & Michael Atiyeh ; lettering by Michael David Thomas]. ISBN: 1-59307-396-8 Published: 2005

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 STA	NAS0034499	\$15.26	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Star Wars : Clone Wars. Volume 8, The last siege, the final truth (Removed: 1)

Author: [colors by Brad Anderson ; lettering by Michael David Thomas]. ISBN: 1-59307-482-4 Published: 2006

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 STA	NAS0034487		6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

Star wars. Volume 9, Endgame : Clone Wars (Removed: 1)

Author: [lettering by Michael David Thomas ; editor, Randy Stradley]. ISBN: 978-1-59307-553-8 (pbk.) Published: 2006

Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 STA	NAS0034753	\$17.95	6/13/2017	bhawks@naplescsd.org

Was Available -- Weeded

To the heart of the storm (Removed: 1)

Author: Eisner, Will. ISBN: 1-56389-679-6 Published: 2000

Call Number	Barcode	Price	Acquired	Removed By
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6/12/2019 - Copies Removed: 37

GN 741.5 EIS	NAS0025026	\$14.95	6/13/2017	bhawks@naplescscsd.org
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Ultimate Spider-man : Double Trouble v. 3. (Removed: 1)

Call Number	Barcode	Price	Published: 2004	Acquired	Removed By
GN 741.5 ULT	NAS0007599			6/13/2017	bhawks@naplescscsd.org
Was Available -- Weeded					

Ultimate Spider-Man. [Vol. 1], Power and responsibility (Removed: 2)

Author: Jemas, Bill.	ISBN: 0-7851-0786-X (pbk.)	Published: 2002		
Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 ULT	NAS0007746		6/13/2017	bhawks@naplescscsd.org
Was Available -- Weeded				
GN 741.5 ULT	NAS0023081	\$17.36	6/13/2017	bhawks@naplescscsd.org
Was Available -- Weeded				

Ultimate Spider-Man. [Vol. 5], Public scrutiny (Removed: 1)

Author: Bendis, Brian Michael.	ISBN: 0-7851-1087-9	Published: 2002		
Call Number	Barcode	Price	Acquired	Removed By
GN 741.5 ULT	NAS0023070	\$10.19	6/13/2017	bhawks@naplescscsd.org
Was Available -- Weeded				

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Deleted: 0, Transferred: 0, Weeded: 56

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From: 6/1/2019 To: 6/25/2019

*Deletions
June
2019*

Naples Elementary School

6/24/2019 - Copies Removed: 1

Parakeets (Removed: 1)

Author: Stevens, Kathryn,	LCCN: 2014-959752	Published: 2016
Call Number 636.6 STE	Barcode NAE3701257	Price \$17.95
	Acquired 6/13/2017	Removed By bhawks@naplescsd.org

Was Lost on 6/24/2019 by Schumacher, Anna (Student: P 9452) - fine was satisfied -- Deleted

6/19/2019 - Copies Removed: 1

Adventure time. Volume 1 (Removed: 1)

Author: North, Ryan, 1980-	ISBN: 978-1-60886-280-1 (pbk.)	Published: 2012
Call Number 741.5 NOR	Barcode NAE00160420	Price \$9.99
	Acquired 6/13/2017	Removed By bhawks@naplescsd.org

Was Lost on 6/19/2019 by Baldeseroni, Phineas (Student: P 9707) - fine was satisfied -- Deleted

6/18/2019 - Copies Removed: 1

Diary of a wimpy kid : Rodrick rules (Removed: 1)

Author: Kinney, Jeff.	LCCN: 2007-32296	Published: 2008
Call Number FIC KIN	Barcode NAE00160551	Price \$0.00
	Acquired 6/13/2017	Removed By bhawks@naplescsd.org

Was Available -- Weeded

*fall binding
fell apart*

6/17/2019 - Copies Removed: 2

Beware! : R.L. Stine picks his favorite scary stories (Removed: 1)

Author: R.L. Stine.	LCCN: 2002-18938	Published: 2004
Call Number FIC Sti	Barcode T 2200177	Price \$12.91
	Acquired 6/13/2017	Removed By bhawks@naplescsd.org

Was Available -- Deleted

LOST

Island of the Blue Dolphins. (Removed: 1)

Author: O'Dell, Scott, 1898-1989.	LCCN: 60-5213	Published: 1960
Call Number FIC ODE	Barcode T 1252	Price
	Acquired 1/31/2018	Removed By bhawks@naplescsd.org

Was Available -- Deleted

LOST

6/14/2019 - Copies Removed: 3

The sea of monsters (Removed: 1)

Author: Riordan, Rick.	ISBN: 0-7868-5686-6	Published: 2006
Call Number ILL F RIO	Barcode NAS00235531	Price
	Acquired 6/13/2017	Removed By bhawks@naplescsd.org

Was Available -- Deleted

LOST

Trapped in Death Cave. (Removed: 1)

Author: Wallace, Bill.		
Call Number	Barcode	Price
		Acquired
		Removed By

ILL'S NOT OURS

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From: 6/1/2019 To: 6/25/2019

6/14/2019 - Copies Removed: 3

ILL F WAL	CAJ016245	6/13/2017	bhawks@naplescsd.org
Was Available -- Deleted <i>ILL NOT OURS</i>			

Trapped in Death Cave (Removed: 1)

Author: Wallace, Bill, 1947-	LCCN: 83-48962 /AC	Published: 1985		
Call Number	Barcode	Price	Acquired	Removed By
ILL F WAL	VCI004696		6/13/2017	bhawks@naplescsd.org
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6/13/2019 - Copies Removed: 7

Encyclopedia of reptiles & amphibians (Removed: 1)

Author: consultant editors, Harold G. Cogger & Richard G. Zweifel ; illustrations by David Kirshner.	ISBN: 0-12-178560-2	Published: 1998		
Call Number	Barcode	Price	Acquired	Removed By
597.9 Enc	50000000046	\$36.02	6/13/2017	bhawks@naplescsd.org
Was Available -- Weeded <i>LOST</i>				

Fox in socks (Removed: 1)

Author: Seuss, Dr.	LCCN: 65-10484	Published: 1965		
Call Number	Barcode	Price	Acquired	Removed By
E SEU	NAE9100016	\$18.95	6/13/2017	bhawks@naplescsd.org
Was Available -- Deleted <i>DAMAGED</i>				

One fish, two fish, red fish, blue fish (Removed: 1)

Author: Seuss, Dr.	ISBN: 0-394-80013-3	Published: 1988		
Call Number	Barcode	Price	Acquired	Removed By
E Seu	NAE0004964		6/13/2017	bhawks@naplescsd.org
Was Available -- Deleted <i>LOST</i>				

The pigeon finds a hot dog! --and more stories (Removed: 1)

Author: by Mo Willems.	ISBN: 978-0-545-40600-0	Published: 2011		
Call Number	Barcode	Price	Acquired	Removed By
E PIG	11004848	\$19.95	10/10/2017	bhawks@naplescsd.org
Was Available -- Deleted <i>LOST</i>				

Seals (Removed: 1)

Author: Townsend, Emily Rose.	LCCN: 2003-11426	Published: 2004		
Call Number	Barcode	Price	Acquired	Removed By
599.751 TOW	*0001590211.95	\$11.95	9/8/2017	bhawks@naplescsd.org
Was Available -- Deleted <i>LOST</i>				

Student discovery encyclopedia. (Removed: 1)

Author: World Book Inc.	ISBN: 978-0-7166-7414-6	Published: 2007		
Call Number	Barcode	Price	Acquired	Removed By

Library Weeding Log

Naples Elementary School

From: 6/1/2019 To: 6/25/2019

6/13/2019 - Copies Removed: 7

REF 030 WOR v.7	NAE00148135	6/13/2017	bhawks@naplescsd.org
Was Available -- Weeded <i>OUT DATED</i>			

Turtles (Removed: 1)

Author: Martin, Louise, 1955-	LCCN: 88-29709	Published: 1989		
Call Number	Barcode	Price	Acquired	Removed By
597.92 MAR	0000015045	\$7.50	6/13/2017	bhawks@naplescsd.org
Was Checked Out to Ritz, Brittany (Faculty: P 128) Due 6/8/2020 -- Weeded <i>OUT DATED</i>				

6/7/2019 - Copies Removed: 2

I can read with my eyes shut! (Removed: 1)

Author: Seuss, Dr.	ISBN: 978-0-394-83912-7 (trade)	Published: 1978		
Call Number	Barcode	Price	Acquired	Removed By
E SEU	NAE00160585	\$9.99	6/13/2017	bhawks@naplescsd.org
Was Lost on 6/20/2018 by Dubach, Brendan (Student: P 9383) - payment pending -- Deleted				

The Oriental cat (Removed: 1)

Author: Mattern, Joanne, 1963-	LCCN: 2001-7718	Published: 2003		
Call Number	Barcode	Price	Acquired	Removed By
636.8 MAT	11003032	\$16.95	6/13/2017	bhawks@naplescsd.org
Was Lost on 6/7/2019 by Dempsey, Allison (Student: P 9388) - payment pending -- Deleted				

From: 6/1/2019 To: 6/25/2019 Total Copies Removed: 17

Deleted: 13, Transferred: 0, Weeded: 4



Naples High School

Eligibility Policy 6/2019

The academic education of our students is the primary function of our school system. Activities outside of the classroom are important but will not diminish the educational function of our school; in order to participate in any extracurricular activities or to participate in any event outside of regularly scheduled classes, a student must remain academically eligible.

A. Failure Lists:

1. Teachers will place students on their weekly failure list if the student both has a cumulative quarterly average below 65% and, in the teacher's determination, is not making adequate effort.
 - a. The first Friday of the second, third, and fourth marking period, teachers will use the previous quarter's average grade to determine whether or not a student has met the 65% criteria, rather than their first weekly grade of the current marking period.
 - b. Teachers will take into account special program criteria including IEP (Individualized Education Program) and Section 504 plans when determining whether or not they place students on the failure list.
 - c. Teachers are not required to give grades each week, accept late work, or give extra credit just to make students eligible through a raised grade or through adequate effort—the Eligibility Policy is designed to serve the academic program, not the other way around.
2. Academic Warning and Ineligibility Lists:
 - a. No later than 10 a.m. each Friday, all teachers will submit their failure lists to the Main Office, who will then compile them into a single Academic Warning List.
 - b. Students who would be on the Academic Warning List for a third consecutive week or longer will instead be academically ineligible, and the Main Office will place them on the Academic Ineligibility List.
 - c. The Academic Warning and Ineligibility Lists are published each Friday, with the new period of warning/ineligibility effective starting the following Monday. Students still on either list from the previous week continue their current Warning/Ineligible status through the weekend or vacation period into the following week (excluding summer vacation—no failure or Warning/Ineligibility Lists carry over from one academic year to the next).

- d. The Main Office will remove students no longer on any teacher's failure list from the Academic Warning/Ineligibility Lists. These students become eligible when the new lists are published on Friday (and not before).
- e. Each week, the Main Office will notify the parents/guardians of all students on the Academic Warning and Academic Ineligibility Lists via letter and/or email.

B. Disciplinary Ineligibility

Disciplinary ineligibility is determined by administrative actions, which include but are not limited to:

1. Students with in-school suspension for all or part of a school day are ineligible for that school day.
2. Students with out-of-school suspension are ineligible for the duration of the suspension.
3. The Administration may make a student ineligible for a period of time or for specific events, at their discretion pursuant to disciplinary or safety procedures.

C. Eligibility Restrictions:

Students on the Academic Warning List

1. are restricted to assigned study halls, lose any building and/or senior privileges, and may not use cell phones or personal electronic devices during study hall.
2. may use the computer room or library only for academic work for which one of *their* teachers issues them a *task specific* pass.

Ineligible students (academic or disciplinary) have the restrictions of those on the Academic Warning List, and additionally

3. may not participate in contests, performances, dances, extracurricular trips, club activities, and other non-curricular school activities, but may attend school events open to the public for the purposes of viewing these events.
4. may practice for contests and performances as long as they provide the coach/advisor with a pass from that day signed by one or more of the teachers whose class they are failing. If the teacher is not available that day, the student may practice with a signed pass from an administrator.

D. The Eligibility Committee

The Principal will appoint an Eligibility Committee at the beginning of each school year, consisting of one administrator, one teacher involved in non-sport extracurricular activities, one teacher-coach, one special education teacher, and at least one other teacher.

1. Students may appeal their Academic Warning or Academic Ineligibility status to the Committee, who will convene as determined by the Principal. Students may not appeal Disciplinary Eligibility to the Eligibility Committee, but may appeal to the Superintendent (see below).
2. Upon appeal, the Eligibility Committee will determine whether or not the Academic Warning/Eligibility status of the student is consistent with this policy, and will uphold or overturn the student's status based on that determination.
3. Students may appeal the Eligibility Committee's decision to the Principal. The Committee's decision is final unless the Principal determines
 - a. the allegations or circumstances which the Committee used for their decision were false or misrepresented, or
 - b. the Committee made an unfair or unjust decision.
4. Students may appeal the Principal's decision (or Disciplinary Ineligibility) to the Superintendent of Schools, and after that the Board of Education. Any decision by the Board of Education is final.

Naples Coaches Handbook



Contact Information

Naples Central School HS

136 North Main Street
Naples, NY 14512
(585) 374-7900

Director of Athletics

Chad Hunt

chunt@naplescsd.org
Office: (585) 374-7975
Cell: (585) 410-4835

Naples Central School ES

2 Academy Street
Naples, NY 14512
(585) 374-7900

Head Bus Driver

April Sanko

asanko@naplescsd.org
Office: (585) 374-7945
Cell: (585) 313-3562

Brownstone PT Athletic Trainer

Kathy Fabrizio

kathy.fabrizio@yahoo.com

Work Cell: (314) 686-0602

Brownstone Physical Therapy: (585) 412-6391

Hours: Monday-Wednesday 8:30am - 5:30pm

401 S Main St, Canandaigua, NY 14424

Philosophy

- The athletic experience is an essential part of many students' overall education. Athletics plays a significant role in developing positive self-esteem and a sense of well-being. Students are experiencing a time in their lives of tremendous growth and change. They often get excited, confused, argumentative, curious, sensitive and self-conscious. In sports and other extracurricular activities they will learn the value of fair play and sportsmanship. They are to be given the chance to participate and be allowed to make mistakes. They will learn to appreciate teamwork and how to interact with coaches, referees, opponents, peers and themselves.
 - **Modified Philosophy:**
 - To teach and develop the basic fundamentals of the sport
 - Help student athletes grow athletically, academically, and as a person
 - Equal playing time is encouraged at the modified level, but not guaranteed
 - **JV Philosophy:**
 - Teach and develop basic fundamentals of the sport while also incorporating more complex techniques and strategies to encourage athletic growth
 - Help student athletes grow athletically, academically, and as a person
 - Playing time is not equal, however, it is encouraged that every athlete on your team is able to participate in the athletic contest. Amount of playing time for each athlete is earned
 - **Varsity Philosophy:**
 - Teach and develop athletic skills and knowledge. Expectations are higher for athletes and coaches
 - Playing time is not equal, it is earned at this level. All athletes might not participate in each contest depending on the game/scenario
 - This is the pinnacle of the high school athlete's career. Varsity teams should be utilized to help teach younger athletes how to play the game and what it looks like to play at the highest level

Mission

- Responsibilities of the coach include understanding the philosophy of the school and the athletic department and understanding the role of athletics at Naples. Each coach should have the ability to articulate his or her personal coaching philosophy as it pertains to the school's philosophy.

Role Model

- The coach is responsible for setting an example for his or her players and setting the tone for the program. A coach who behaves professionally will encourage others around him or her to do the same. They must exhibit proper leadership and conduct, be fair and consistent disciplinarians, show respect to opponents and officials, and coach every player on their team. Coaches must be a strong, positive, respectful role model for his or her athletes by being a consistent ambassador of the game and of Naples. All coaches are expected to have an understanding of the Finger Lakes High School Athletic Association and Section V rules and regulations governing their sport.

Athletic Trainer: Kathy Fabrizio

- Our Athletic Trainer will be on campus during various times of the week, typically 2-3 days
- Her schedule will be different each month. See athletic director for schedule
- Please refer students to our athletic trainer immediately after an injury occurs
- If an injury occurs at an away game, or while she is not there, please fill out the [injury report](#) and send her and the athletic directors an email.

Prior to participation:

- All athletes must be signed up on [FamilyID](#) before they can participate
- Once they are cleared you will see "Approved" next to their name
- If you do not see that, they can not begin practicing

Attendance:

**Coaches may not count a game/scrimmage as a practice in terms of NYS eligibility*

- Coaches are expected to be on time for all games, practices and any other events. If your game or practice does not start immediately after the school day ends, students need to know where they are supposed to be until a coach arrives. Coaches are also expected to remain with the students at all times. This includes waiting until the last student has been picked up by the parent or guardian at the end of practices, games and other events. When a coach is visibly present it eliminates many behavioral and safety issues. Please keep an eye on students at all times.
- Students are expected to be on time to all practices, games and other events. Students must be in school by 8:00am to be eligible to participate on that day (unless excused and provide a yellow sports pass). Students must clearly communicate to coaches before this occurs. Coaches must keep a log of all attendance records for the students-athletes. Coaches become responsible for their players as soon as the player shows up to practice or games.
- If a coach is sick or has an emergency the day of a practice or event, the coach is required to contact the athletic director. In the event of a game and cancelling is not an option, notify the athletic director of the situation so that the practice or event is covered.

Coaching Certification:

- It is each coaches responsibility to maintain their coaching certification as well as keep all certificates and paperwork associated with coaching.
- For a list of coaching certification requirements click [here](#)

Coaching Contracts/Pay:

- All coaches will receive a copy of their contract from [Pam Claes](#) prior to their season.
- A coach cannot be paid until they have signed their coaching contract.

Cut Policy:

- Coaches of the junior varsity and varsity levels can make cuts at Naples. At the modified (or modified A level) cuts can not be made.
- If a decision is made to cut a student athlete the coach must meet with the student athlete and communicate with the student athletes parents.

Equipment:

- Coaches can pick up any necessary equipment before the season begins from the athletic director.
- Equipment is to be properly stored away after every practice/game.
- If equipment breaks or there is a need for more equipment please contact the athletic director.
- Coaches are responsible for inventorying and organizing equipment at the completion of the season.

Game Recaps and Score Reporting:

- Coaches will need to submit their scores and game recaps after each game. Please use [this form](#) after each contest and email the athletic director with the correct info for the form.
- Varsity Coaches will need to send their game scores to media outlets below after the game to ensure they will be included in the newspaper. Even if you are the road team we ask that you contact the following with your results:
 - Democrat and Chronicle: sports@democratandchronicle.com
 - Finger Lakes Times: sports@fltimes.com
 - Daily Messenger: sports@messengerpostmedia.com

Keys and Access to Building:

- All outside coaches will be given a building key and a badge at the beginning of the season.
- DO NOT give this key out to anyone.
- Please ensure that all doors are locked before leaving the building. Keys must be returned at the end of the season.

Lockers:

- Coaches will be responsible for giving out lockers to their teams. All student athletes must have the option to receive a locker. Lockers should be HIGHLY recommended to student-athletes.

Parent Pick Up:

- Athletes are required to be picked up from practice at the location in which the practice occurred.
- Recommendation from the district is to not transport students in your personal vehicle without parent permission.
- Coaches must stay at the location until each athlete is picked up from practice. Coach to parent communication about practice times is crucial.

Player Safety

- The safety and protection of the players on the team is the primary duty of a coach at any level. The coach must provide a safe environment for athletes during all team activities. Coaches must keep the health and safety of their players as the main focus during practice sessions and when managing game strategy.

Pre-Season Responsibilities:

- Meet with athletic director and coaching staff for planning and preparation
- Confirm schedules and bus departure times
- Preseason meeting with athletes and parents. Sample meeting criteria can be found [here](#)
- Reach out to parents and include information letters, preseason practice schedule, season expectations, copy of game schedule, etc. (note practice/game schedules are subject to change)
- Have some mode of open communication with players and/or parents. (Ex: Remind)

Program Structure

- Coaches from all levels should meet at least once prior to and at season's end to discuss program goals, skill development, etc...

Referee Vouchers:

- Coaches are responsible for turning in the referee voucher to the athletic director the within 48 hours
- This is important in processing the voucher in a timely manner to get the official paid for their services
- The current year voucher can be found [here](#)
- Other vouchers (Chaperone, Extra Duties) can be found [here](#)

Rosters:

- Coaches will need to complete and submit their full roster sheet (use template below) to the athletic director before the end of the first week of the season. A sample can be found [here](#)

Student Conduct/Sportsmanship

- Behavior and appearance are of great importance. Our student-athletes are ambassadors of Naples. They represent the school in the public and their behavior frequently determines the opinion that outsiders have of our school. As a coach, it is your responsibility to teach students what is expected of them. It is the coach's responsibility to clearly communicate behavioral expectations during games, bus rides and at other events. These expectations must be consistent and communicated proactively. Look for the positive things students do and avoid sarcasm and ridicule. Demonstrate for the team how to win graciously and lose without complaining or criticizing the officials, other players, or coaches.

Transportation:

- Buses for all away events will be scheduled by the athletic director and confirmed by the head bus driver a week in advance with coaches.
- Students need to follow all the rules of the bus
- After games/events, athletes are allowed to be signed out by approved person(s) ONLY. Sample sign out sheet can be found [here](#)
- The coach is responsible for all student's safety.

Uniforms:

- Coaches are required to keep accurate inventory of all uniforms
- All uniforms must be collected within two weeks of your season ending. This is the coaches responsibility, not the athletic director's.

Post Season Meeting:

- It is the coaches responsibility to schedule this meeting with the athletic director
- All uniforms, med kit, equipment, etc... need to be placed in storage prior to this meeting (should occur within two weeks of season ending)
- Athletic director will provide evaluation at this meeting. Evaluation form can be found [here](#)
- Sports banquet speech is due at this meeting (or written summary of season for modified)

Communication Process

Note:

- Be proactive in your communication with parents
- Most issues are caused by a lack of communication
- Be sure to communicate the items listed under “Communication you can expect from the coach”
- Please keep the athletic director in the loop with any parent / player concerns

Parenting and coaching are both rewarding and at times, challenging vocations. By establishing an understanding of each position, we are better able to accept the actions of the others and provide greater benefits to our students. As parents, when a child becomes involved in athletics, he/she has a right to understand the important expectations.

Communication You Can Expect From the Coach

- Philosophy of the coach
- Expectations the coach has for your child as well as all members of the team
- Location and times of all practices and contests, as well as, policies on pick up times
- Team requirements, i.e.:special equipment, off season conditioning
- Procedures should your child be injured during practices or contests
- Discipline that results in the denial of your child’s participation

Communication Your Coaches Can Expect From Parents

- Concerns expressed directly to the coach
- Notification of any schedule conflicts well in advance
- Specific concerns regarding a coach’s philosophy and/or expectations

As your child becomes more involved in the programs at Naples Central School, they will experience some of the most rewarding moments of their lives. It is important to understand, however, that there may be times when things do not go the way you or your child wishes. At these times, discussion with the coach is encouraged.

Procedure to Use in Discussing Concerns with Coaches

1. **The Student - Athlete** talks to the coach before / after practice or sets up a meeting to discuss the concern. No conversation should take place immediately prior / following a contest.
2. **Parent and athlete discuss the concern with the coach.** (Note: Step 2 will not happen until Step 1 has been attempted. While we understand that some athletes may feel anxious about talking to the coach, we feel it is necessary to begin teaching our student athletes that they need to learn to advocate for themselves. A parent should not be voicing an initial concern to a coach that the student athlete has not previously raised.) As stated above, avoid the four topics that are not appropriate to discuss with the coach and DO NOT attempt to confront a coach before or after a contest or practice. This can be an emotional time for all parties.
3. **Parent and Athlete discuss the situation with the Athletic Director.** This step will not occur until Step 1 and Step 2 have been met. The Athletic Director will not discuss the four topics that are not appropriate to discuss with the coach.
4. **Parent and athlete discuss the situation with the Building Principal** (Building Principal will not discuss the four topics that are not appropriate to discuss with the coach)

5. **Parent and athlete discuss the situation with the Superintendent** (Superintendent will not discuss the four topics that are not appropriate to discuss with the coach)
6. **Parent and athlete discuss the situation with the Board of Education** (BOE will not discuss the four topics that are not appropriate to discuss with the coach)

We understand that athletics, at their very heart are competitive in nature. This has the potential to bring about questions and concerns throughout a season. A parent / student athlete may discuss the following items with the coach;

Appropriate Concerns to Discuss with Coaches

- The treatment of your child mentally and physically
- Ways to help your child improve
- Concerns about your child's behavior

As a parent, at times, it is very difficult to accept a child's playing time or role within the team. Coaches are professionals. They make judgements based on what they believe to be best for the team. As you have seen from the list of "Appropriate Concerns to Discuss with Coaches", certain topics can be and should be discussed with a child's coach. Other issues however, such as those listed below, should be left to the discretion of our professional coaching staff.

Issues NOT Appropriate to Discuss with Coaches

- Playing Time
- Team Strategy
- Play Calling
- Other student-athletes

"Naples Central School is committed to excellence in athletics as part of a larger commitment to excellence and education. We view athletics to be an integral part of the school community and thus will follow and honor Naples Central School's overall institutional mission."

Coaches: One day you will be old and grey as you reflect on your years leading. There will be names you remember and others you won't. There will be faces that stand out while others jar no memory. There may be so many you stood before that there's no possible way to remember them all but know this...

They will remember you. They will remember how you treated them, how you inspired them, how you helped them and the difference you made for them.

Make it for the better.

Baseball Dudes

NAPLES CENTRAL SCHOOL

2019-2020 SUBSTITUTE LIST

Last Name	First Name	Position
Abraham	Darryl	Teacher
Beigel	Marianna	Teacher
Bennett	Jean	Teacher
Betrus	Barbara	Teacher
Bjork	Lyndsey	Cleaner
Bjork	Lyndsey	Teacher Aide
Bradshaw	Rita	Teacher Aide
Breese	Karen	Teacher
Brewer	Tammy	Teacher Aide
Broadwell	Corby	Nurse
Callaghan	Joy	Teacher
Callaghan	Joy	Teacher Aide
Caruso	Mark	Bus Driver
Christmas III	Donald	Cleaner
Christmas III	Donald	Custodian
Christmas III	Donald	Building Maintenance Assistant
Clark	Everett	Automotive Mechanic/Bus Driver
Clark	Everett	Bus Driver
Cole-Adams	Crystal	School Monitor
Cole-Adams	Crystal	Teacher Aide
Cole-Adams	Crystal	Typist
Coleman	Terri-Lee	Teacher
Crawford	Priscilla	Teacher
Daggett,	Ashley	Teacher Aide
Daggett,	Ashley	School Monitor
Delucia	Anthony	Bus Driver
Dick	Gregory	Bus Driver
Didas	Anna	Nurse LPN
Didas	Anna	Teacher Aide
Didas	Anna	Typist
DiNatale	Christa	Cleaner
Ditmars	Christopher	Cleaner
Dormer	Zachary	Teacher
Fleischman	Stacy	Bus Driver
Fleischman	Stacy	Cleaner
Fleischman	Samantha	School Monitor
Fleischman	Samantha	Teacher Aide
Fowler	Michael	Teacher
Fowler	Michael	Teacher Aide
Frederick	Sadie	Teacher
Frederick	Sadie	Teacher Aide
Frederick	Sadie	School Bus Monitor
Frappier	Sargent	Teacher

NAPLES CENTRAL SCHOOL 2019-2020 SUBSTITUTE LIST

Last Name	First Name	Position
Frappier	Sargent	Teacher Aide
Frazer	Suzanne	Teacher
Frazer	Suzanne	Teacher Aide
Gotham	Patty	Teacher
Habben	Patricia	Teacher
Habben	Patricia	Teacher Aide
Habben	Patricia	Teacher Assistant
Habben	Patricia	Typist
Hall	Wendy	Teacher
Halladay	Polly	Nurse
Hey	Kimberly	Teacher Aide
Hotelling	Jill	Teacher Aide
Hugues	Emily	Cleaner
Hunt	Robert	Automotive Mechanic/Bus Driver
Hunt	Robert	Building Maintenance Assistant
Hunt	Robert	Building Maintenance Mechanic
Hunt	Robert	Bus Driver
Janto	Patricia	Teacher Aide
Jensen	Erin (Becca)	Lifeguard, Temporary
Jensen	Erin (Becca)	Teacher
Johnson	Brian	Bus Monitor
Johnson	Sharon	Bus Monitor
Johnson	Sharon	Food Service Helper
Johnson	Sharon	School Monitor
Johnson	Sharon	Teacher Aide
Keefer	Jessica	Teacher
Keefer	Jessica	Teacher Aide
Kenney	Clair	Teacher
Kenney	Clair	Teacher Aide
King	Brenda	Teacher
King	Brenda	Teacher Aide
King	Brenda	Teacher Assistant
Krueger	Priscilla	Teacher
Kugler	Lindsey	Lifeguard
Logan	Emily	Lifeguard
Mason	Pamela	Teacher
Mehlrose	Elizabeth	Teacher
Mehlrose	Elizabeth	Teacher Aide
Meredith	Judy	Food Service Helper
Middleton	Jessica	Teacher
Miller	Rachel	Bus Monitor
Myers	Hayden	Lifeguard
Norton	Erin	Lifeguard

NAPLES CENTRAL SCHOOL

2019-2020 SUBSTITUTE LIST

Last Name	First Name	Position
Olney	Jessie	Teacher
Poppleton	Mark	Teacher
Porter	Juantia	Teacher
Pulver	Edda	Teacher
Pyano	Christine	Teacher
Saar	William	Teacher
Schenk	Joanne	Clerk
Schenk	Joanne	Food Service Helper
Schenk	Joanne	Teacher Aide
Schenk	Joanne	Typist
Schweigert	Kimberly	Teacher
Sheedy	Michaela	Lifeguard
Simmons	Melissa	Teacher
Simons Caruso	Jodi	Teacher
Stanton	Kathy	Teacher Aide
Stephens	Belmont	Bus Driver
Stevens	Roberta	Clerk
Strasser	Mary Ann	Teacher
Trzeciak	Thaddeus	Teacher
Vest	Tyler	Teacher
Vivirito	Joseph	Teacher
Waldeis	Carter	Lifeguard
Walters	Susan	Teacher
Wheaton	Christine	Clerk
Wheaton	Christine	Teacher Aide
Whiting	Dianna	Teacher
Williams	Evon	Cleaner
Williams	Evon	School Bus Monitor
Williams	Rebekah	Teacher Aide
Williams	Rebekah	Teacher
Williams	Rebekah	Teacher Assistant
Wixom	Alan	Teacher
Wixom	Laura	Clerk
Wixom	Laura	Food Service Helper
Wixom	Laura	School Monitor
Wixom	Laura	Teacher Aide
Wixom	Laura	Typist
Yee	Clyde	Teacher
Zona	David	Building Maintenance Assistant