

BOARD OF EDUCATION
AGENDA
April 12, 2016
Elementary School LGR

6:00 p.m. Call to Order/Executive Session (Elementary Library)

7:30 p.m. General Session Business Meeting (LGR)

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. ROLL CALL OF BOARD MEMBERS

III. RECOGNITION

IV. MINUTES

The Board approves the minutes of the following meetings:

Regular Meeting held March 8, 2016

Special Meeting held March 12, 2016

Special Meeting/Work Session held March 22, 2016

V. PUBLIC COMMENT (limited to 15 minutes - priority given to Agenda related items)

VI. REPORTS

A. Student Representative

B. Superintendent of Schools

- Professional Development – *Maureen Hull*

- Budget Update – *Sean Leister*

C. Board President

D. Committees

E. Other

VII. BOARD CONSENT AGENDA

As recommended by the Superintendent of Schools, the Board approves the following resolutions appearing on the April 12, 2016 consent agenda:

A. Personnel - resolutions numbered 1-9

B. Finance - resolutions numbered 1-8

C. Facilities and Operations – resolution numbered 1

D. Education - resolution numbered 1

VIII. OLD BUSINESS

A. Policy

1. Policy 0200, Transgender and Gender Non-Conforming Students – Presented for a second reading and adoption.

2. Policy 5020, Equal Educational Opportunities – Revisions presented for a second reading and adoption.

3. Policy 5300.15, Code of Conduct-Student Rights and Responsibilities – Revisions presented for a second reading and adoption.

IX. NEW BUSINESS

X. PUBLIC COMMENT

XI. ADJOURNMENT

A. Personnel

1. Appointment – Teaching Assistant

The Board approves the appointment of Stephanie Oliva, as a Teaching Assistant on a probationary basis, effective January 27, 2016, in accordance with the negotiated agreement with the United Paraprofessionals Association of Port Jefferson.

2. Appointment – Coach

The Board approves the appointment of Keith Buehler as Assistant Varsity Baseball Coach for the 2015-2016 school year, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

3. Appointment – Volunteer Coach

The Board approves the appointment of Kyle Gorton as a volunteer (unpaid) Assistant Varsity Baseball Coach, for the 2015-2016 school year.

4. Leave Replacement Appointment – English Teacher

The Board approves the appointment of Marisa Cignarella, as a teacher of English, on a substitute basis from on or about April 18, 2016 to on or about June 7, 2016; and on a leave replacement basis (for Kayleen Everitt) from on or about June 8, 2016 until on or about June 30, 2016, at Level MA Step 1, in accordance with the negotiated agreement with the Port Jefferson Teachers' Association.

5. Appointment – Substitutes

The Board approves the following substitute appointments for the 2015-2016 school year:

School Nurse	Peter Rauchut	
School Psychologist	Laura Ametrano	
Guidance Counselor	Kathi Galvin	
Teacher	Marisa Cignarella	Gabriella Perinuzzi
Clerical	Carol Sternesky	

6. Appointment – Long Term Substitute Custodial Worker

The Board appoints Thomas Braun III, as a long term substitute Custodial Worker, effective April 13, 2016, Monday – Friday, 7:30 a.m. – 3:00 p.m., at the rate of \$125.00 per day.

7. Appointment – Long Term Custodial Worker

The Board appoints David Dodge as a substitute long term Custodial Worker, effective April 13, 2016, Monday – Friday, 3:00 p.m. – 11:30 p.m., at the rate of \$125.00 per day.

8. Resignation – Teaching Assistant

The Board accepts the resignation of Ann Famiano, as a Teaching Assistant, for the purpose of retirement, effective June 30, 2016.

9. Resignation – Superintendent of Schools

The Board accepts the resignation of Kenneth Bossert, Ed.D., as Superintendent of Schools, effective June 30, 2016.

B. Finance

1. Financial Reports

The Board approves the following financial reports:

Claims Audit Report - Month of February

Cash Flow Analysis - Month of February

Fund Balance Projection

New Budget Transfers

February Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	45-47
School Lunch Fund	8
Federal Fund	9
Capital Fund	No Warrants
Trust & Agency	7
Payroll	17-19
Royal Fund	No Warrants
Scholarship Fund	No Warrants

Trial Balance - July 2015 – February 29, 2016

Revenue Budget Status - July 2015-June 2016

Appropriation Status Report - July 2015-June 2016

Budget Transfers - Month of February

2. Services Agreement

The Board approves the Services Agreement, dated March 16, 2016, with Interim Healthcare Staffing for the provision of substitute school nursing services.

3. Health Services Contracts

The Board approves the health services contracts with each of the following districts for children attending Our Lady of Wisdom School for the 2015-2016 school year:

Longwood CSD	Sachem CSD
Middle Country CSD	Shoreham-Wading River UFSD
Miller Place UFSD	Smithtown CSD
Mount Sinai UFSD	William Floyd UFSD
Rocky Point UFSD	

4. Health Services Contracts

The Board approves the contracts for health services for the 2015-2016 school year from:

Commack CSD	Three Village CSD
Hauppauge UFSD	West Islip UFSD
Smithtown CSD	Uniondale UFSD
South Huntington UFSD	

5. Special Education Flow Through Funds

That the Board approve the agreements between the District and the following approved special education providers, in accordance with New York State Flow Through Law; and further, the Board authorizes the Board President to execute said agreements:

Alternatives for Children	AHRC Suffolk
Kidz Therapy	Maryhaven Center of Hope
New York Therapy Placement Services	Suffolk County Department of Health

6. Grant Acceptance

The Board gratefully accepts the State and Municipal Facilities Program (SAM) Grant in the amount of \$250,000 for district-wide improvements to drainage, paving, sidewalks, stairways and handicapped ramps and railing.

7. Vote Officials

The Board adopts the following resolution designating the Chairperson, Acting Clerk, Chief Election Inspector and Inspectors of Election for the May 17, 2016 Annual Vote and Election; and further, that the compensation for said officials be at the rate of \$10.00 per hour. RESOLVED by the Board of Education of Port Jefferson Union Free School District, in the County of Suffolk, New York:

Section 1. Pursuant to the provisions of the Education Law, Mabel Ackerman, a qualified voter of the Port Jefferson Union Free School District, in the County of Suffolk, New York (the "District"), is hereby appointed to act as the Chairperson of the Annual Vote/Election to be held in the District on May 17, 2016, and the District Clerk is hereby authorized and directed to give written notice of the appointment of such qualified voter so appointed by this Board of Education.

Section 2. Pursuant to the provisions of the Education Law, Mabel Ackerman, a qualified voter of the District, is hereby appointed to act as the Acting Clerk at said Vote/Election, in the absence of the District Clerk.

Section 3. Each of the following qualified voters of the District are hereby appointed to act as Inspectors of Election, at said Vote/Election and shall perform such duties and take such action as prescribed by the Education Law:

Lesley Chesley	Mary Moore	Margaret Smith
Helen Kristich	Elaine Freda	Deborah Frank
Eileen Coen	Nancy Lustig	Monica C. Williams
Peggy Battaglia	Beatrice Klein	Monica B. Williams

Section 4. The District Clerk is hereby authorized and directed to give written notice of appointment to each of the persons hereinabove appointed to the respective offices, and to notify this Board of Education forthwith if any of such persons refuse to accept such appointment or fail to serve, in which case this Board of Education is to take such further action as may be authorized in such circumstances pursuant to the Education Law. In the event that this Board of Education is unable to hold a meeting to appoint a qualified voter

of said District to fill a vacancy caused by the refusal of any person herein designated to accept his/her appointment or the failure of such person to serve, the District Clerk is hereby authorized to appoint a qualified voter of this District to fill such vacancy.

Section 5. The Inspectors of Election are hereby directed to announce the results of the ballot to the Chairperson of the Vote/Election. The Chairperson is directed to declare such results and the District Clerk is directed to record such results.

Section 6. This resolution will take place immediately.

8. Budget 2016-2017

The Board approves the proposed budget for the 2016-2017 school year in the amount of \$41,400,492; and further, the Board of Education approves the attached Property Tax Report Card to be published in the local newspaper, appended to the proposed budget, and submitted to the State Education Department.

C. Facilities & Operations

1. Surplus Property

The Board declares the following items as surplus property; and, authorizes the Assistant Superintendent for Business to dispose of same in the best interest of the district:

Operations & Maintenance	(1) Metal Desk - Inventory #005526
	(1) Wooden Desk - Inventory #005532
High School	(1) Speed Queen Stackable Washer/Dryer
Elementary School	(1) McCall 6 door freezer – Inventory #00540

D. Education

1. Committees on Special Education

The Board approves the following recommendations of the Committees on Special Education: March 3, 4, 10, 14, 15, 16, 17, 18, 21, and 23, 2016

TRANSGENDER STUDENTS POLICY

The Port Jefferson Union Free School District is committed to affording each student with equal access to the educational programs and activities offered by the District. Further, the District is devoted to providing a safe and supportive learning environment for all students, regardless of a student's asserted gender identity and/or transgender status. The District's policies regarding Equal Opportunity and Nondiscrimination, Sexual Harassment, Dignity for All Students and the Code of Conduct require that all schools and all personnel promote mutual respect, tolerance, and acceptance among students and staff. In connection therewith, the School District has developed this policy in order to establish the process by which the School District will formally recognize a person's transgender identity and determine appropriate support. The guidelines provided in this policy do not anticipate every situation that might occur with respect to transgender students, and the needs of each transgender student, like all students, must be assessed on an individual basis.

Definitions

For the purposes of this policy, the District defines certain terms, not as labels for students, but as functional descriptors meant to promote common understanding:

Sex: Describes a person's biological or physiological characteristics at birth that are associated with being male or female.

Gender: Describes the attitudes, feelings, and behaviors that a given culture associates with a person's biological sex, and may refer to a person's actual or perceived sex, which includes a person's gender identity and gender expression.

Gender Identity: Describes a person's understanding, interests, outlook, and feelings about whether one is female or male, or both, or neither, regardless of one's sex at birth.

Gender Expression: Describes a person's characteristics and behaviors such as appearance, dress, mannerisms, and speech patterns by which a person expresses his/her gender identity.

Transgender: Describes a person whose gender identity is different from their sex at birth, and whose gender expression is different from that traditionally associated with one's sex at birth.

Preferred Name: Describes the name a transgender student has communicated to School District administration that he or she prefers to be addressed by as a result of his or her transition.

Conference

Any student who wishes to be identified by a gender other than his or her sex at birth shall request a conference with the building principal or his/her designee. The student may be accompanied by the student's parent/guardian and, if the student so chooses, a professional who has knowledge or information relevant to the student. At the conference the principal or his/her designee and the student shall confer with respect to the student's preferences and the options available to the student regarding gender markers in official school records, the use of names and pronouns, restroom and locker room access, field trip arrangements, participation in extracurricular and co-curricular activities, and the disclosure of the student's transgender status.

The principal or his/her designee shall review the available options with the student, determine whether the student has satisfied the criteria to amend the gender marker in official school records (if requested

by the student), and develop a plan in an effort to accommodate the student's preferences to the maximum extent practicable. In the event the principal or his/her designee and the student or the student's parent/guardian are unable to reach consensus, the superintendent of schools, or his/her designee, shall have the final authority to determine what reasonable accommodations shall be provided, consistent with the provisions of this policy and applicable law.

Official School Records

The District shall change the gender markers in official school records, pursuant to a request by a transgender student, when the following criteria have been met:

1. The student has provided at least two (2) forms of official identification indicating that the student has assumed a new gender (e.g., driver's license, passport or passport card, New York State Identification Card); or
2. A court order that documents a legal change of a student's name and/or gender.

Once the above criteria are met, the student's current and future records shall indicate the gender marker of the student's gender identity. Records that predate the official change of a student's gender marker shall not be amended; however, District personnel shall take steps to ensure that official student records shared with authorized third persons or agencies indicate the student's gender identity as recognized at the time the records are shared. If a graduate of Earl L. Vandermeulen High School provides proof that he/she has changed his/her gender identity after graduation, consistent with the requirements specified in paragraph 1 above, the District shall change the name and gender identity on the graduate's official transcript.

School Environment

Harassment & Bullying

As full participants and welcome members of the school community, students shall not be subject to harassment or bullying of any kind. As set forth in the District's policies on Equal Opportunity and Nondiscrimination, Sexual Harassment, Dignity for All Students and the Code of Conduct, bullying and harassment are prohibited. Students are responsible for conducting themselves in accordance with such policies, and any violations will result in disciplinary action.

Similarly, the School District looks to its teachers, staff and administration to create an environment that promotes mutual respect and acceptance. As such, personnel found to be in violation of this policy may be subject to discipline consistent with all applicable contractual and statutory rights.

Issues of Privacy

The District recognizes that the process of determining one's gender identity requires sensitivity and discretion and, to the greatest extent possible, students' status as transgender will be kept confidential. Notwithstanding the foregoing, the student's privacy interests must be balanced against the obligation of school administrators to provide a safe, effective and nurturing learning environment and to keep staff members properly informed so they may respond effectively and appropriately to issues arising in the school.

School personnel shall not disclose a student's transgender status to third persons, including, but not limited to, other students, parents, parents of other students and/or other school personnel. School personnel may disclose a student's transgender status to other school personnel where there is a compelling education, social/emotional, or health/safety reason for making such disclosure. Except as set

forth herein, students, including transgender students, shall be afforded the discretion to discuss and express their gender identity and gender expression and to decide when, with whom, and how much information to share with others.

Support Guidelines

The School District shall accept the gender identity that each student asserts. There is no medical or mental health diagnosis or treatment threshold that students must meet in order to have their gender identity recognized and respected. The assertion may be evidenced by an expressed desire to be consistently recognized by their gender identity. Students wishing to socially transition may initiate a process to change their name on Unofficial Records, pronoun, attire and access to preferred activities and facilities. Each student has a unique process for transitioning. The School District shall develop appropriate support to optimize each student's integration.

Names & Pronouns

Transgender students who have changed their official school records shall be addressed by the name and pronoun that corresponds to the gender identity indicated on such record. Transgender students who have not changed their official school records may request to be addressed by their preferred name and pronoun that corresponds to their gender identity.

Every effort should be made to use the preferred names and pronouns consistent with a student's gender identity. While inadvertent slips or honest mistakes may occur, the intentional and persistent refusal to respect a student's gender identity is a violation of School District policy.

Unofficial Records

The School District shall permit a student to use a preferred name and gender on unofficial records. The unofficial records may include but are not limited to identification badges/cards, classroom and homeroom rosters, unofficial certificates, programs, announcements, office summons and communications, team and academic rosters, newspapers, newsletters, yearbooks and other site-generated unofficial records. If the student has not changed his or her name on their official student records, the preferred name shall also appear on the student's cumulative folder as "Also Known As" (AKA).

In addition, the School District shall input the student's preferred name and gender in the appropriate fields of the District's electronic data system to indicate how the student's name and gender will appear on unofficial records.

Transgender students shall be permitted to update their photo in the School District's student management system and/or on identification cards, as appropriate.

Restroom Accessibility

Schools may maintain separate restroom facilities for male and female students. Students shall have access to and use the restroom that corresponds to their gender identity asserted at school. If a student desires increased privacy, regardless of the underlying reason, the School District will make every effort to provide the student with reasonable access to an alternative "gender neutral" restroom, such as the health office restroom or a single-stall restroom, excluding staff bathrooms except with express permission. The use of such a "gender neutral" restroom shall be a matter of choice for a student and no student shall be compelled to use such restroom.

Locker Room Accessibility

Schools may maintain separate locker room facilities for male and female students. Students shall have access to and use the locker room that corresponds to their gender identity asserted at school. If there is a reason or request for increased privacy and/or safety, regardless of the underlying reason, any student may be provided access to a reasonable alternative locker room/locker room space. This could include privacy curtains provided in general locker room space.

Participation in Physical Education Classes & Interscholastic Sports

To the fullest extent permitted by law, transgender students are to be provided the same opportunities to participate in physical education as all other students. To the extent that physical education classes may be organized in gender-specific groups, transgender students shall be entitled to participate with the group that corresponds to their gender identity asserted at school.

Participation in interscholastic athletic activities and contact sports are to be addressed on a case-by-case basis, consistent with the rules established by Section XI of the New York State Interscholastic Athletic Association.

The coach of each School District interscholastic athletic team shall make efforts to provide reasonable accommodations for transgender students who require access to bathrooms and locker room facilities at other schools. The coach of each School District interscholastic athletic team shall also make efforts to provide reasonable accommodations, consistent with this policy, for transgender students on visiting teams who require access to bathrooms and locker room facilities at School District owned schools.

Field Trips

The principal or his/her designee shall make arrangements on a case-by-case basis and to the greatest extent practicable to accommodate transgender students who plan to attend an overnight field trip that includes hotel or room-sharing accommodations.

Dress Code

Students have the right to dress in accordance with their gender identity, provided that such dress is consistent with the School District's Dress Code and Code of Conduct.

Ref: NYS ED-Guidance to School Districts for Creating a Safe and Supportive School Environment for Transgender and Gender Non-conforming Students, July 2015
NYS Ed. Law Article 2
NYS Ed. Law 8, 3201-a

Presented for:

1st reading – 3/8/16

2nd reading & adoption – 4/12/16

EQUAL EDUCATIONAL OPPORTUNITIES

Every individual should be encouraged to develop and achieve to his or her potential. The district therefore shall provide every student with equal educational opportunities regardless of race, color, creed, sex, national origin, religion, age, economic status, marital status, **gender (including gender identity and expression)**, sexual orientation or disability.

An educational environment will be fostered that provides equal educational opportunity for all students. Educational programs and services will be designed to meet the needs of all students and shall not discriminate based upon any of the above-mentioned factors. No student will be excluded on such basis from participating in or having access to any course offerings, student athletics, counseling services, employment assistance, extracurricular activities or other school resources.

Cross-ref: 5200, Co-curricular and Extracurricular Program

Ref: Civil Rights Act of 1964, as amended in 1972, Title VI, Title VII
 Executive Order 11246, 1965, amended by Executive Order 11375
 Educational Amendments of 1972, Title IX; 45 CFR, Parts 81, 86
 Education for all Handicapped Children Act (P.L. 94-142)
 Vocational Rehabilitation Act of 1973, §504
Brown v. Board of Education, 347 U.S. 483 (1954)
 Executive Law §290 et seq

Note: Policy added

Revision presented for:

1st reading – 12/14/10

2nd reading & adoption – 1/11/11

Revision presented for:

1st reading – 3/8/16

2nd reading & adoption – 4/12/16

CODE OF CONDUCT - STUDENT RIGHTS AND RESPONSIBILITIES

A. Student Rights

The district is committed to safeguarding the rights given to all students under federal and state law and district policy. In addition, to promote a safe, healthy, orderly and supportive school environment, all district students have the right to:

1. Take part in all district activities on an equal basis regardless of race, weight, color, creed, national origin, ethnic group, religion, religious practice, gender (**including gender identity and expression**) or sexual orientation or disability.
2. Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty.
3. Access school policies, regulations and rules and, when necessary, receive an explanation of those rules from school personnel.

B. Student Responsibilities

All district students have the responsibility to:

1. Contribute to maintaining a safe, supportive and orderly school environment that is conducive to learning and to show respect to other persons and to property.
2. Be familiar with and abide by district policies, rules and regulations dealing with student conduct.
3. Attend school every day unless they are legally excused and be in class, on time, and prepared to learn, unless suspended from instruction.
4. Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible.
5. React to direction given by teachers, administrators and other school personnel in a respectful, positive manner.
6. Work to develop mechanisms to manage their anger.
7. Ask questions when they do not understand.
8. To assist in resolving problems that might contribute to inappropriate behavior.
9. Dress appropriately for school and school functions.
10. Accept responsibility for their actions.
11. Conduct themselves as representatives of the district when participating in or attending school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor, and sportsmanship.

Presented for:

1st reading – 6/12/12

2nd reading & adoption – 7/2/12

Revisions presented for:

1st reading – 6/9/15

2nd reading & adoption – 6/23/15

Revision presented for:

1st reading – 3/8/16

2nd reading & adoption – 4/12/16