

The **POLICY/REGULAR MONTHLY BUSINESS MEETING** of the Board of Education West Hempstead Union Free School District was called to order in the High School Video Conference Room on February 14, 2017 at 7:40 p.m.

**PRESENT:** Ms. Brohm, who presided, and six other members of the Board: Ms. Close, Ms. Greaves, Ms. Lotito, Mr. Schindler, Ms. Shinsato and Mr. Trocchia. Also present were Mrs. Sullivan-Kriss, Mr. Rehman, Mr. Blake, Mr. Mestecky, Ms. Girolamo, and members of the staff and community.

Upon the motion of Mr. Trocchia, seconded by Mr. Schindler and carried by seven, the following policies were discussed:

**Docket #6-197:**      **Policy 1510 – Relationships with parent/Teacher Organizations** – It was unanimously agreed that this Policy be placed to the end of the meeting for reaffirmation adoption.

**Docket #6-198:**      **Policy 2360 – Teacher Meetings** – It was unanimously agreed that this Policy be placed to the end of the meeting for reaffirmation adoption.

**Docket #6-199:**      **Policy 2470 – Reporting Hazardous or Unhealthful Conditions** – It was unanimously agreed that this Policy be placed to the end of the meeting for adoption with the following change: Add: Cross ref: 8370, Buildings and Grounds Maintenance and Inspection.

**Docket #6-200:**      **Policy 2480 – Fire and other Safety Inspections** – It was unanimously agreed that this Policy be placed to the end of the meeting for adoption with the following changes:

First paragraph, third line, Delete: “authority not in the regular employ of the District” Add: fire inspector and the report will be kept in the District office. A copy of the inspection report will be provided to the Board of Education.”

Second Paragraph to read as follows: Each occupied District building shall be inspected in accordance with District Policy 8370, Building and Grounds Maintenance and Inspection by a building condition survey. Such inspections shall occur every five (5) years. Building condition survey reports will be provided to the Board of Education.  
Add: Cross ref: 8370, Buildings and Grounds Maintenance and Inspection.

**Docket #6-201:**      **Policy 3180 – Central Office Administrators’ Salaries and Stipends** – It

was unanimously agreed that this Policy be placed to the end of the meeting for reaffirmation adoption.

**Docket #6-202:**      **Policy 3330 – Bids** – It was unanimously agreed that this Policy be placed to

the end of the meeting for adoption with the following changes:

First paragraph, after Assistant Superintendent for Business Add: or a person designated by the....”

Second paragraph, sixth line, Delete: Business Manager Add: Assistant Superintendent for Business, or a person designated by the Assistant Superintendent for Business....”

Add: Cross ref: 3444 Purchasing

**Docket #6-203:**      **Policy 3362 – Approval of Conference Expenses** – It was unanimously

agreed that this Policy be placed to the end of the meeting for adoption with the following changes:

Page 1, second paragraph under Staff Expenditures: Delete: “Guidelines for particular expenses include:” Add: “The following rules shall guide the reimbursement of school-related travel expenses:”

Page Two under Meals and Personal Expenses: Delete: all and replace with the following:  
Meals

1. For overnight conferences, the traveler will be provided with a \$50 per diem flat rate allowance for meals. No receipts will be required for this reimbursement. Example: For a conference held on two days with one stay, the traveler will be provided \$100.
2. For daily conferences, receipts must be submitted for meal purchases. Reimbursement will not be made if meals are provided at the conference. Reimbursement will not exceed \$50 and must be pre-approved by Central Office Administration.

Personal Expenses

The District does not reimburse persons traveling on District-related business for personal expenses including, but not limited to, pay television, hotel health club facilities, alcoholic beverages, theater and show tickets, telephone calls, Internet service, and transportation costs unrelated to District business.

**Docket #6-204:**      **Policy 3545 – Transportation** – It was unanimously agreed that this Policy

be placed to the end of the meeting for adoption with the following changes:

Change the name of the Policy to “Student Transportation.” Add: First and second paragraphs to read:

ADD: The Board of Education affirms its goal of providing a safe and economical transportation system for district students. Transportation will be provided at District expense to those students who are eligible as required by applicable law and authorized by the Board. The Superintendent of Schools shall be responsible for administering the transportation program. The program shall comply with all applicable laws, regulations and policies established by federal, state and local authorities.

Sixth paragraph to read: For transportation of pupils, all distances shall be measured **by the nearest available route from** home and the school using public streets or roads, consistent with the Education Law and the decisions of the Commissioner of Education. **The Superintendent of Schools or designee shall determine the manner by which distance is measured for the purpose of transportation eligibility.**

Delete seventh paragraph.

Ninth paragraph Add: ...designated entrance “of public and non-public schools, ”

**Docket #6-205:**        **Policy 5120 – District Attendance** – It was unanimously agreed that this

Policy be placed to the end of the meeting for adoption with the following changes:

Under Attendance Incentives Add: “However, absences related to homelessness shall not result in negative consequences where the District determines that it would be in the best interests of the student to retain the student in school.”

**Docket #6-206:**        **Policy 5127 – Open Campus with Administrative Regulations** – It was

unanimously agreed that this Policy be placed to the end of the meeting for adoption with the following changes:

First paragraph to read: “To enhance the safety of schools to both reduce the risk of violence and enhance the learning environment for students, all the schools in the West Hempstead UFSD shall have closed campuses with the partial exception of West Hempstead High School.”

Add a second paragraph to read: “West Hempstead High School shall have a closed campus with the exception of lunch periods when *eligible seniors* may leave campus for lunch either at home or in local restaurants. Seniors may also leave for the purpose of dismissal if they have no class scheduled during the last period of the school day.”

Third paragraph to read: “For purposes of this policy, eligibility, as discussed more fully in accompanying Regulations 5127AR, shall encompass:”

Administrative Regulation changes: under (g) change Period 9 to Period 8 and Period 8 to Period 7.  
After (g) Add: “Seniors, along with at least one parent or guardian, must attend an assembly scheduled the first month of school.  
Students cannot have a failure in a particular quarter  
They must leave and re-enter via the front  
They must leave their ID card at the front  
They must provide proof of four hours of community service for each quarter.  
They cannot drive off or on to campus during lunch period  
Students who violate any part of this policy lose their lunch privilege for a period of time ranging from a few days to an entire semester.”

**Docket #6-207:**        **Policy 5140 – Interscholastic Athletics** – It was unanimously agreed that this Policy be placed to the end of the meeting for adoption with the following changes:

Change the name of the policy to read: “Advanced Placement Athletics.” Second page, third paragraph, to read as follows:

The student athlete must have a physical from the District’s Chief Medical Officer. The Chief Medical Officer will determine the student’s physical maturity level and compare the physical size of the student in relation to that of students against whom the student wishes to compete. The Chief Medical Officer is instructed to take into consideration the height, weight, muscle mass, and Tanner rating as compared to other athletes he/she would compete with. If the student is determined to have obtained the appropriate maturity level and comparable physical size for the desired sport and level, as determined by the Chief Medical Officer, the student proceeds to the next level of skills assessment by the athletic/physical education director. If the Chief Medical Officer determines the student has not attained an appropriate physical maturity level for the desired sport and level, he or she may not proceed any further in the evaluation process. If a student is approved by the medical director, but fails to meet more than one of the physical fitness test standards, or if a student fails to meet an appropriate sport skill level as determined by the coach, he or she may not proceed any further in the evaluation process.

Under References: Add: Education Law §§ 305 (42); 414; 1604 (7-b); 1709 (8-a); 1718 (2); and 3011-b. ADD: *Concussion Management Support Materials*, [www.nysphsaa.org](http://www.nysphsaa.org)  
*Athletic Placement Process for Interscholastic Athletic Programs*,  
<http://www.p12.nysed.gov/ciai/pe/toolkitdocs/AthleticPlacementProcessJuly2016.pdf>

**Docket #6-208:**        **Policy 5151 – Wellness** – It was unanimously agreed that this Policy be placed to the end of the meeting for adoption with the following changes:

Change the name of the policy to read: “Student Wellness.” Add; Second paragraph to read: “

ADD: “For purposes of this policy, “school campus” means all areas of District property accessible to students during the school day; “school day” means the period from the midnight before to thirty (30) minutes after the end of the official school day; and “competitive food” means all food and

beverages other than meals reimbursed under federal food programs available for sale to students on the school campus during the school day.”

I. Food and Beverages Available “to Students on School Campus During the School Day”

A. School Meals – “the District shall:”

1. Promote fruits, vegetables, salads, whole grains and low fat items “to the extent required by federal regulations”

B. Meal Scheduling: “the District shall:”

C. Foods and Beverages Sold individually (a la carte) vending, “school stores – the District shall:”

Delete: a. and b.

Add:

Ensure that all such items meet the nutrition standards set in federal regulations for competitive foods regarding whole grains, fruits, vegetables, calories, fat, saturated fats, trans fats, sugar, sodium, and caffeine.

Permit the sale of fresh, frozen or canned fruits and vegetables, if processed pursuant to federal regulations, as exempt from the nutrition standards.

D. Fund Raising Activities – “the District shall:”

DELETE: a. Promote healthy food items or non-food items to see, or activities (physical or otherwise) to do

b. Discourage sales of candy and other “junk food”

ADD:

1. Ensure that all fundraisers selling food or beverages to students on school campus during the school day meet the competitive foods nutrition standards set in federal regulations for whole grains, fruits, vegetables, calories, fat, saturated fats, trans fats, sugar, sodium and caffeine.

Promote non-food items to sell, or activities (physical or otherwise) in which to participate

DELETE: Celebrations

ADD: E. School and Class Parties, Celebrations, and Events Where Food and Beverages Are Provided, But Not Sold – the District Shall:

1. This section applies to all school and classroom parties, snacks which have been brought in for the class or school, celebrations, food provided to learn about cultures or countries, and other events where food is provided but not sold.

2. Delete: is served Add: and beverages are provided,

DELETE: b. Increase healthy food items or non-food activities, and reduce “junk food” and/or less-healthy food, at celebrations

3. Add: Promote the use of food and beverage items which meet the standards for competitive foods and beverages, promote non-food activities, and discourage foods and beverages which do not meet those standards, at celebrations.

Under A. #4 to read: "The performance or withholding of physical activity shall not be used as a form of discipline or punishment."

Under B. 3 and 4 to read:

Consider scheduling recess before lunch.

DELETE: If the district is under severe time or space constraints, consider combining recess and physical education though such activity must comply with the requirements for physical education under Commissioners Regs Section 135.4

ADD: Recess will be held outdoors whenever possible, and indoors during the most inclement weather, at the discretion of the Building Principal

C. Physical Activity, Number 1 to read, " Promote the integration of physical activity in the classroom both as activity breaks and as part of the educational process (e.g., kinesthetic learning)."

Add: D. Extracurricular Opportunities for Physical Activity

Promote clubs and activities that meet the various physical activity needs, interests and abilities of all students (e.g., walking, hiking and climbing, snowshoeing), including before and after school activities.

V. Implementation: The Superintendent shall designate the Director of Health as District Wellness Coordinator to be responsible for ensuring that the provisions of this Policy are carried out throughout the District. The Superintendent may also designate one person as School Wellness Coordinator in each building to ensure that the wellness activities and actions are being implemented at the building level.

VI. Monitoring and Review: First paragraph to read: "The District Wellness Coordinator shall report every three (3) years to the Board and the public on the implementation and effectiveness of this Policy. Every three (3) years the District Wellness Coordinator, in consultation with appropriate personnel and advisory committees, shall monitor and review the District's wellness activities to determine the extent that District schools are complying with this policy, how this policy compares to model wellness policies, and the progress made toward attaining the goals of this policy and whether this policy is having a positive effect on increasing student wellness and decreasing childhood obesity in the District. Based on those results, this policy, and the specific objectives set to meet its goals, may be revised as needed.

Second paragraph to read: "Parents, students, food service professionals, physical education teachers, school health professionals, school administrators, the general public and the School Board shall be provided with the opportunity to participate in the development, implementation and periodic review and update of this wellness policy. To do this, the District shall establish an advisory committee and invite participation via notices in school publications, staff and student

announcements, handbooks and memos, the District website and outreach to school-associated organizations interested persons and those with valuable expertise.

Third paragraph to read: “The District shall inform and update the public (including parents, students and others in the community) about the content and implementation of this Wellness Policy by posting this policy and any updates on the District website and in each school lunch area, referencing the policy and its availability on school publications and notices, and providing information about new and ongoing Wellness Policy activities to parents, staff and students via established communication channels.

Add: #11 to read, NYSSBA’s Student Wellness Assessment Checklist every three (3) years to review the effectiveness of this policy.

Add: VII. Record Keeping

The District will keep records as required by federal regulations, including documentation of the following: this policy; the District’s community involvement activities described above; that the policy is made available to the public; the assessments done every three (3) years; how the public is informed of the assessment results and when and how the policy is reviewed and updated.

Ref: P.L. 111-296 (The Healthy, Hunger-Free Kids Act of 2010), **ADD: §204 amending 42 USC §1758b**

P.L. 108-265 (Child Nutrition and WIC Reauthorization Act of 2004) **ADD: §204**

42 USC §§1758(f)(1); 1766(a) (Richard B. Russell National School Lunch Act)

42 USC §1779 (Child Nutrition Act)

7 CFR §210.10; 210.11 **ADD: 210.12; 210.15; 210.18; 210.30** (National School Lunch Program participation requirements –**ADD: nutrition** standards for lunches, snacks, competitive foods

**ADD: community involvement, record keeping, state review, local wellness policy)**

7 CFR §220.8 220.12 (School Breakfast Program participation requirements – nutrition standards **ADD: for meals and competitive foods)**

8 NYCRR Part 135 (Health and Physical Education curricular requirements); §114.1 (School Breakfast Program Requirements)

*Appeal of Phillips*, 37 EDR 204 (1997) (dec. no. 13,843) **ADD: (physical education requirements)**

*Appeal of Williams*, 32 EDR 621 (1993) (dec. no. 12,934) **ADD: (physical education requirements)**

**Docket #6-209:      Policy 5151A – Concussion Management** – It was unanimously agreed that

this Policy be placed to the end of the meeting for adoption with the following changes:

Second paragraph to read: “Any student demonstrating signs, symptoms or behaviors consistent with a concussion while participating in a school-sponsored class, extracurricular activity, or interscholastic athletic activity shall be removed from the game or activity and evaluated as soon as possible by an appropriate health care professional. In the event that there is any doubt as to whether the student has sustained a concussion, it shall be presumed that the student has been so injured until proven otherwise. The District should notify the student’s parents or guardians.

Third paragraph to read: “The student should not return to school until released by an appropriate health care professional. The student shall not be permitted to return to athletic activity until the student has been symptom-free for at least twenty-four (24) hours and has been evaluated by and received written and signed authorization from a licensed physician and, in the case of extra-class athletic activities, has received clearance from the District’s Chief Medical Officer to participate in such activity. The District’s Chief Medical Officer will make the final decision on a student’s return to athletic activity, including physical education class and extra-class athletic activities.

Add: The following protocol should be followed, upon the student’s return to athletic activity, including physical education class and extra-class athletic activities:

- Phase 1- low impact, non-strenuous, light aerobic activity such as walking or riding a stationary bike. If tolerated without return of symptoms over a twenty-four (24) hour period proceed to next Phase;
- Phase 2- higher impact, higher exertion, and moderate aerobic activity such as running or jumping rope. No resistance training. If tolerated without return of symptoms over a twenty-four (24) hour period proceed to next Phase;
- Phase 3- Sport specific non-contact activity. Low resistance weight training with a spotter. If tolerated without return of symptoms over a twenty-four (24) hour period proceed to next Phase;
- Phase 4- Sport specific activity, non-contact drills. Higher resistance weight training with a spotter. If tolerated without return of symptoms over a twenty-four (24) hour period proceed to next Phase;
- Phase 5- Full contact training drills, and intense aerobic activity. If tolerated without return of symptoms over a twenty-four (24) hour period proceed to next Phase;
- Phase 6- Return to full activities without restrictions. Any student who continues to have signs or symptoms upon return to activity must be removed from play and reevaluated by their health care provider, as well as reevaluated by the District’s Chief Medical Officer.

Next paragraph, third line Add: teachers, Athletic Director, nurses.....”

Add: Administrative Regulations – Concussion Checklist Forms

**Docket #6-210:**      **Policy 6144 – Cafeteria Services** – It was unanimously agreed that this

Policy be placed to the end of the meeting for adoption with the following changes:

Add: Cross Ref: 5151, Student Wellness

**Docket #6-211:**      **Policy 6152 – Limited English Proficiency** – It was unanimously agreed

that this Policy be placed to the end of the meeting for adoption with the following changes:

Change the name of the policy to English as a New Language – Statement of Assurances

Second paragraph, fifth line Delete two weeks Add ten days.

Third paragraph, last line Delete they understand Add of their choice.

**Docket #6-212:**        **Policy 6510 – Meals and Refreshments** – It was unanimously agreed that this Policy be placed to the end of the meeting for adoption with the following changes:

First paragraph, last line Add: a District or an educational purpose.

Second paragraph to read: “Any expenditure made on such meals and/or refreshments must be approved in advance by the Superintendent.”

Third paragraph to read: “All expenses must be appropriately documented with an itemized receipt, including the date, purposed of the meeting, and the group in attendance, .....

Add: Reference: NY Constitution, Art. VIII, §1 (constitutional prohibition against gifts)  
Education Law §2118  
Ops. St. Compt. 77-667; 79-522; 82-66; 82-213; 82-298; 83-57; 98-2

**Docket #6-213:**        **Policy 9110 – Organization of the Board** – It was unanimously agreed that this Policy be placed to the end of the meeting for adoption with the following changes:

First paragraph to read: “The Board of Education shall consist of seven (7) members who are elected by the qualified voters of the District at the annual election as prescribed by law. The terms shall be overlapping.”

Second paragraph to read: “Members of the Board of Education shall serve for three (3) years beginning on the first day of July immediately following his/her election, provided an Oath of Office is on file with the District Clerk and each term shall expire on the thirtieth day of June of the third year.”

Last line to read: “The procedures for elections and the filling of vacancies shall be in Education Law 1709(17) and 2113.

**Docket #6-214:**        **Policy 9130 – Elected Board Officers** – It was unanimously agreed that this Policy be placed to the end of the meeting for adoption with the following changes:

First paragraph to read: “The elected officers of the District shall be a President and a Vice President. The President and Vice President of the Board of Education shall be nominated and elected by the simple majority of the Board at its Annual Reorganization Meeting in July. Each shall hold office until his/her successor shall have been duly chosen and shall qualify, or until his/her death or resignation, or until his/her position becomes vacant, as herein provided, or as provided in the Education Law.

Under Duties of the Vice President, add last line to read: “In case of vacancy in the office of the President, the Vice President shall act as President until a President is elected.”

**Docket #6-215:**      **Policy 9160 – Student Participation – Board Activities** – It was

unanimously agreed that this Policy be placed to the end of the meeting for adoption with the following change:

Paragraph to read: “It is the intent of this Board of Education to encourage student participation by means of having at least one representative elected by the High School Student Council present at public Board of Education meetings.

**Docket #6-216:**      **Policy 9265 – District Payroll Certification** – It was unanimously agreed that this Policy be placed to the end of the meeting for reaffirmation adoption.

**Docket #6-217:**      **Policy 9310 – Amendment of By-Laws** – It was unanimously agreed that this Policy be placed to the end of the meeting for reaffirmation adoption.

**Docket #6-218:**      **Policy 9320 – Suspension of By-Laws** – It was unanimously agreed that this Policy be placed to the end of the meeting for adoption with the following changes:

Second line Add: “...of the Board present.”

**Docket #6-219:**      **Policy 9345 – Order of Business at Annual Reorganization Meeting** – It was unanimously agreed that this Policy be placed to the end of the meeting for adoption with the following revised changes:

The Board of Education recognizes its obligation to hold an annual reorganizational meeting. The purpose of the reorganizational meeting is to elect officers of the Board and make the proper appointments and designations of other District employees for the proper management of the District during the school year. The Board shall also perform such annual functions as are designated by law.

The annual reorganizational meeting of the Board of Education shall normally be held on the second Tuesday in July.

**Comment [cws1]:** Education Law 1904 requires the meeting be held on the second Tuesday in July.

The meeting shall be called to order by the previous Board President or his/her designee, who shall preside until the election of a new president. Unless changed by a two-thirds vote of those present, the order of business for each Annual Organization Meeting of the Board of Education shall be as follows:

DELETE ALL PRIOR LETTERS – A, B, C, D,E, F, G, H, I, AND J  
DD: I, II, III, IV, V, VI, VII, VIII

I. *Administration of Oath*

The District Clerk shall administer the Oath of Office to newly elected Board Members. Such oath shall conform to Article XIII-1 of the New York State Constitution, and Section 10 of the Public Officers Law; the Clerk shall countersign the oath. No new Board Member shall be permitted to vote until he/she has taken the Oath of Office.

II. *Election of Officers*

The Board shall elect a president and vice-president for the ensuing year, and administer the District Clerk will administer the Oath of Office to them. A majority of all members of the Board shall be necessary for a valid election.

III. *Appointment of Officers*

The Board shall appoint and the Board President administer the Oath of Office to the following officials:

District Treasurer	Deputy District Treasurer
District Clerk	Deputy District Clerk
Internal Claims Auditor	

IV. *Other Appointments*

The Board shall appoint and establish the stipend (if any) for the following positions:

Medical Inspector	Board Counsel
External Auditor	Architect
Internal Auditor	Financial Statement Accountant
Records Management Officer	AHERA Compliance Officer
Records Access Officer	Homeless Liaison
Deputy Purchasing Agent	Chief Emergency Officer
DASA Coordinators	Private School Book Rm Officer
District Level DASA Coordinator	Wellness Coordinator
Hearing Officers	Bond Counsel
NYSSBA Advocacy Liaison	Residency Officer
Title IX/Section 504 Hearing Officer(s)	
Central Treasurer, Extra-classroom Activity Account	
Standing Committees (appointed by the President)	

V. *Bonding of Personnel*

The Board may bond the following personnel handling District funds:

District Clerk	School Attorney
Internal Claims Auditor	Deputy Treasurer
District Treasurer	
Central Treasurer of Student Activity Account	

The Board may, in each instance, specify the amount of the bond it intends to obtain.

The Board may include any of the above officers in a blanket undertaking, pursuant to law and Commissioner's Regulations, rather than bond individuals.

VI. *Designations*

The Board shall designate:

Official depositories for District funds  
Official District newspapers

The Board shall fix the day and hour for the holding of regular meetings, which shall be at least once each month while school is in session, in the rooms provided for the Board, unless otherwise ordered by the Board.

VII. *Authorizations:*

- a. of person to certify payrolls
- b. of school purchasing agent
- c. of attendance at conferences, conventions, workshops, etc., with designated expenses
- d. to designate authorized signatures on checks
- e. of Superintendent of Schools to approve budget transfers

VIII. *Other Items:*

- a. establish rate for mileage reimbursement
- b. petty cash authorization
- c. other

Ref: New York State Constitution, Article XIII, §1  
Public Officers Law §§10; 13  
Education Law §§1707; 1804(4); 2130

**Docket #6-220:      New Policy – School District Records with Administrative Regulations –**

It was unanimously agreed that this Policy be placed to the end of the meeting for adoption.

**Docket #6-221:      New Policy – Homebound Instruction – It was unanimously agreed that**

this Policy be placed to the end of the meeting for adoption.

Upon the motion of Mr. Schindler, seconded by Ms. Greaves and carried by seven, the Policy Meeting was adjourned into the Regular Business Meeting.

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Under **ROUTINE MATTERS** action was taken as follows:

**Docket #6-223:**      The **MINUTES** of the Regular Business Meeting held on January 17, 2017, having been received by each member several days prior to the date of this meeting, were presented, and upon motion of Mr. Schindler, seconded by Ms. Close and carried by seven, that the reading of the Minutes of said meeting be dispensed with and that they be adopted as received.

**Docket #6-224:** The **TREASURER'S REPORT** for the month ended December 31, 2016, having been received by each member several days prior to the date of this meeting, was presented, and upon motion of Mr. Schindler, seconded by Ms. Close and carried by seven, the Schedule of Claims & Warrants, Appropriation Status Report and Revenue Status Report were placed on the table for discussion and then filed.

**Docket #6-225:** The **CLAIMS AUDITOR'S REPORT** for the month ended January 31, 2017, having been received by each member several days prior to the date of this meeting, was presented, and upon motion of Mr. Schindler, seconded by Ms. Close and carried by seven, the report was placed on the table for discussion and then filed.

Under **REPORT OF COMMITTEES** action took place as follows:

Santos Welti, Co-President of PTSA reported that March 26<sup>th</sup> is the fundraising clothing drive and the next meeting is on March 13<sup>th</sup> in the Middle School Cafeteria.

Karry Mummendey, Co-President of PTA reported the Social is on March 9<sup>th</sup>; February 27<sup>th</sup> is the next meeting date; and the Book Fair is on March 6<sup>th</sup>. The PTA is asking for George Washington and Cornwell Avenue parents to drop off yarn, popsicle sticks, etc. to the school for 3D printing for their Maker Space program held in the Middle School.

Under **SUPERINTENDENT'S REPORT** - Mrs. Sullivan-Kriss spoke on the recent series of meetings focused on advocacy at Southside High School, which she and others attended. There were also meetings with the Southwest Quadrant regarding advocacy. She informed residents that there are upcoming meetings with Senator Kaminsky and Assemblyman Ra regarding receiving more financial help for the District. The pending position of Assistant Superintendent for Business is now down to three candidates and the Board will meet with each of them in March. The Football Parents' dinner was wonderful and she thanked Bob Ainbinder for his devotion and passion to West Hempstead. The boys' basketball team is in the playoffs. Budget discussions will soon include not

only next year, but long-range planning. She asked the Board if they would like to have public forums on the subject. The District will also be looking at configurations and possibly creating schools by grade level. Mrs. Kriss wished everyone a Happy Valentine's Day. She then turned the meeting over to Mr. Rehman, who introduced Randi Bernstein from Distinctive Educator's Institute.

Ms. Bernstein gave a PowerPoint presentation to the Board on "Implementing Process Writing: Making Writing Instruction More Efficient, Effective and Engaging." Ms. Bernstein covered a major difference between doing writing and teaching writing; prompt writing vs. process writing; this year they are focused on grades 3-5 and teachers in grades K-2 will receive staff development; next year the Middle School will receive staff development and the 8 stages of the writing process – immersion, generating, collecting, selecting, drafting, revising, editing and publishing. She gave the Board examples of students' writing that have been done so far. ; , along with her co-worker, Sara Cordova, informed the audience that thanked students, parents, teachers and administrators for all of the efforts on the music awards; Visual Arts Show is on Thursday at 7:00 p.m.; on January 13<sup>th</sup> the Historical Society and representative Leslie McAvoy, came and re-dedicated Chestnut Street School with a frame filled with pictures of time passed, which is located in the vestibule of the Chestnut Administration building; congratulated Science Expo winners; updated residents on the Bond Projects stating they will have a meeting with District architects, Tetra Tech, on January 25<sup>th</sup>; Syntax will be updating bond progress in a newsletter and on the website; and encouraged everyone to attend "Diploma Options for Students" forum on February 7<sup>th</sup> with Senator Todd Kaminsky, NYS Board of Regents Chancellor Betty Rosa, Long Island Regent Roger Tilles, Christopher Sariano, Assistant Commissioner Office of Special Education, Assemblyman Brian Curran and Assemblywoman Shelly Mayer.

Mrs. Kriss then turned the meeting over to District Architects, Tetra Tech, who gave a brief update on the bond progress in the buildings. They will be placing Capital Improvement Plan boards in each school near the main entrances. As each project moves along, they will fill in color as to the state of progress of each project so residents can be kept up to date.

Under **SUPERINTENDENT'S REPORT AND RECOMMENDATION** action took place as follows:

**Docket #6-226:** Upon the motion of Ms. Lotito, seconded by Mr. Trocchia and carried by seven, Appointments, Resignations, etc. were accepted, granted and approved, as follows:

**Topic: Appointment of School Monitor**

<b><u>Name</u></b>	<b><u>Salary</u></b>	<b><u>Effective</u></b>
Gnolfo, Donna	\$15.88/hr. Step 1	2/15/17 – 6/23/17 GW

**Topic: Leave(s) of Absence**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
Imperioli, Frances	School Monitor CA	2/27/17	4/24/17
Pietzak, Michelle	Reading Teacher CA	2/6/17	4/26/17

**Topic: Resignation Request(s)**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Salary</u></b>	<b><u>Effective</u></b>
Petrowski, Jaclyn	Teaching Assistant MS	\$20.37/hr.	3/1/2017

**Topic: Leave Replacement Appointment(s)**

<b><u>Name</u></b>	<b><u>Certification</u></b>	<b><u>Position</u></b>	<b><u>Salary</u></b>	<b><u>Effective</u></b>
Goldberg, Denise	Literacy B-6	Reading Teacher CA	\$62,112 (pro-rated) 3 MA	2/6/17- 4/26/17

**Topic: Per Diem Substitute Appointments**

<b><u>Name</u></b>	<b><u>Salary</u></b>
Rizzo, Alida	\$100.00 per day

**Topic: Academic Intervention Classes**

<b><u>Name</u></b>	<b><u>Class</u></b>	<b><u>Salary</u></b>	<b><u>Period</u></b>
Goldberg, Denise	ELA Grade 3 George Washington	\$67.17 per hour	1/30/17 (maximum 1 session)
Karroll, Desiree	Math Grade 5 Cornwell Avenue	\$67.17 per hour	1/25/17 (maximum 1 session)

**Docket #6-227:** Upon the motion of Ms. Lotito, seconded by Mr. Trocchia and carried by seven, a resolution was adopted that Extra Pay for Extra Responsibility be approved as follows:

**Topic: Amendment to Docket No. 6-76 Adopted on September 20, 2017**

<b><u>Name</u></b>	<b><u>Project</u></b>	<b><u>Salary</u></b>
Cangemi, Joseph	Math Supervisor	\$170.29/day (5 hr. day – <b>2 day maximum</b> )

**Docket #6-228:** Upon the motion of Ms. Lotito, and seconded by Ms. Shinsato and carried by seven, the Board approved the Tenure Appointment of Elyssa Mayer.

**Docket #6-229:** Upon the motion of Mr. Trocchia, and seconded by Ms. Lotito and carried by seven, the Board approved the School Calendar for the 2017-18 school year.

**Docket #6-230:** Upon the motion of Mr. Schindler, and seconded by Ms. Close and carried by seven, the Board approved the Agreement with Nassau BOCES Department of Instructional Programs and Alternative Schools Regional Summer School Program.

**Docket #6-231:** Upon the motion of Mr. Schindler, and seconded by Ms. Close and carried by seven, the Board approved Certification of Lead Evaluators of Teachers to Allison Shebar.

**Docket #6-232:** Upon the motion of Mr. Schindler, and seconded by Ms. Close and carried by seven, the Board approved the Individual Consultant Services Contract with Bonnie McClelland.

**Docket #6-233:** Upon the motion of Mr. Schindler, and seconded by Ms. Close and carried by seven, the Board approved the Contract(s) for Special Education/Consultant Services for the 2016-17 school year with Dr. Hilary Gomez and Dr. Caryl Oris.

**Docket #6-234:** Upon the motion of Mr. Schindler, seconded by Ms. Close and carried by seven, that pursuant to the provisions of Chapter 853, Laws of 1976, as amended, the Committees on Special Education and Pre-School Education recommend to the Board of Education placement, change of placement, and transfers of students, identified by number only, in the school indicated.

The **REPORT OF THE ASSISTANT SUPERINTENDENT FOR BUSINESS**, having been received by each member several days prior to the date of this meeting, was presented, and action items therein were considered as follows:

**Docket #6-235:** Upon the motion of Mr. Schindler, seconded by Ms. Shinsato and carried by seven, the Board approved the New Vendors.

**Docket #6-236:** Upon the motion of Mr. Schindler, seconded by Ms. Shinsato and carried by seven, the Board approved the Budgetary Transfers.

**Docket #6-237:** Upon the motion of Mr. Schindler, seconded by Ms. Shinsato and carried by seven, the Board approved the Charges for Health Services.

**Docket #6-238:** Upon the motion of Mr. Schindler, seconded by Ms. Shinsato and carried by seven, the Board approved the Disposition of Equipment.

**Docket #6-239:** Upon the motion of Mr. Schindler, seconded by Ms. Shinsato and carried by seven, the Board approved the Use of Facilities as follows:

<b><u>Organization</u></b>	<b><u>Day/Time</u></b>	<b><u>Room/Field</u></b>
<b><u>Chestnut Street</u></b>		
WH Chiefs Soccer Club	3/4/17 – 6/30/17 Saturday 8:00 am – Dusk Soccer Matches	Fields
YIWH	3/19/17 – 9/24/17 Sunday 8:00 am – 11:30 am Men's Softball	Fields

**George Washington**

PTA	3/8/17 Wednesday 6:30 pm – 8:00 pm Book Fair	Science Lab
WH Chiefs Soccer Club	3/4/17 – 6/30/17 Monday-Friday 5:00 pm – Dusk Soccer Matches	Fields
WH Chiefs Soccer Club	3/4/17 – 6/25/17 Saturday-Sunday 8:00 am – Dusk Soccer Matches	Fields

**Cornwell Avenue**

PTA	3/9/17 Thursday 6:30 pm – 8:00 pm Book Fair	Library
YIWH	3/19/17 – 6/25/17 Sunday 11:00 am – 6:00 pm Baseball	Fields

**Middle School**

5 <sup>th</sup> Grade Fun Day	3/24/17 Friday 4:30 pm – 9:30 pm Super Market Bingo	Cafeteria
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**High School**

WH Chiefs Soccer Club	3/4/17 – 6/30/17 Saturday 2:00 pm – Dusk Soccer Matches	Fields
WH Chiefs Soccer Club	3/5/17 – 3/26/17 Sunday 8:00 am – Dusk Soccer Matches	Fields
WH Chiefs Soccer Club	4/2/17 – 6/25/17 Sunday 12:00 pm – Dusk Soccer Matches	Fields

**Eagle Avenue**

WH Chiefs Soccer Club	3/4/17 – 6/30/17 Monday-Friday 4:00 pm - Dusk Soccer Matches	Small Field
WH Chiefs Soccer Club	3/4/17 – 6/30/17 Monday-Friday 5:00 pm - Dusk Soccer Matches	Large Field

WH Chiefs Soccer Club	3/4/17 – 6/30/17 Saturday/Sunday 8:00 am - Dusk Soccer Matches	Small Field
WH Chiefs Soccer Club	3/4/17 – 6/30/17 Sunday 8:00 am - Dusk Soccer Matches	Large Field
WH Chiefs Soccer Club	3/4/17 – 6/30/17 Saturday 12:00 pm - Dusk Soccer Matches	Large Field

Under **OLD BUSINESS** action was taken as follows:

Upon the motion of Mr. Schindler, seconded by Ms. Greaves and carried by seven, the following policies were motioned for adoption:

- Docket #6-197:** Policy 1510 – Relationships with Parent/Teacher Organizations
- Docket #6-198:** Policy 2360 – Teacher Meetings
- Docket #6-199:** Policy 2470 – Reporting Hazardous or Unhealthful Conditions
- Docket #6-200:** Policy 2480 – Fire and other Safety Inspections
- Docket #6-201:** Policy 3180 – Central Office Administrators’ Salaries and Stipends
- Docket #6-202:** Policy 3330 – Bids
- Docket #6-203:** Policy 3362 – Approval of Conference Expenses
- Docket #6-204:** Policy 3545 – Transportation
- Docket #6-205:** Policy 5120 – Student Attendance
- Docket #6-206:** Policy 5127 – Open Campus with Administrative Regulations
- Docket #6-207:** Policy 5140 – Advanced Placement Athletics with Administrative Regulations
- Docket #6-208:** Policy 5151 – Student Wellness
- Docket #6-209:** Policy 5151A – Concussion Management
- Docket #6-210:** Policy 6144 – Cafeteria Services
- Docket #6-211:** Policy 6152 – English as a New Language
- Docket #6-212:** Policy 6510 – Meals and Refreshments
- Docket #6-213:** Policy 9110 – Organization of the Board
- Docket #6-214:** Policy 9130 – Elected Board Officers
- Docket #6-215:** Policy 9160 – Student Participation – Board Activities
- Docket #6-216:** Policy 9265 – District Payroll Certification

- Docket #6-217:** Policy 9310 – Amendment of By-Laws  
**Docket #6-218:** Policy 9320 – Suspension of By-Laws  
**Docket #6-219:** Policy 9345 – Order of Business at Annual Organization Meeting  
**Docket #6-220:** New Policy – School District Records with Administrative Regulations  
**Docket #6-221:** New Policy – Homebound Instruction

Under **NEW BUSINESS** action was taken as follows:

**Docket #6-240:** Upon the motion of Mr. Schindler, seconded by Mr. Trocchia and carried by seven, the Board approved the expenses for NYSSBA’s 2017 Policy Workshop on April 25, 2017.

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Under **BOARD PRIVILEGE OF THE FLOOR** – Ms. Brohm encouraged everyone to attend Family Literacy Night on February 16<sup>th</sup> beginning at 6:30 p.m. Also encouraged was attendance at Parent University on April 5<sup>th</sup>, which will have 29 various workshop and a Keynote speaker. Registration begins at 6:15 p.m.

Ms. Brohm again opened the meeting for residents to address the Board.

At 9:04 p.m., upon the motion of Mr. Trocchia, seconded by Ms. Greaves and carried by seven, the Board adjourned the meeting to Executive Session for to receive advice from counsel and to discuss personnel.

At 11:25 p.m., upon the motion of Mr. Trocchia, seconded by Ms. Greaves and carried by seven, the Board reconvened the Regular Business Meeting to discuss new Docket #6-241.

**Docket #6-241:** Upon the motion of Mr. Schindler, seconded by Ms. Greaves and carried by seven, the Board approved the Lease Agreement with Gersh Academy pending attorney review.

At 11:28 p.m., upon the motion of Mr. Schindler, seconded by Ms. Lotito and carried by seven, the Board adjourned the Regular Business Meeting.

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Kathryn Girolamo, District Clerk