



**Brockport Central School District**  
40 Allen Street, Brockport, New York 14420-2296

## **Mission Statement**

*We engage and empower each student to achieve excellence as a learner and citizen.*

## **Board Members**

Terry Ann Carbone (2024)  
Jeffrey Harradine (2022)  
David Howlett (2025)  
Daniel Legault (2026)  
Robert Lewis (2023)  
Kathy Robertson (2024)  
Michael Turbeville (2023)

**August 3, 2021**

**5 p.m.**

**Transportation Facility  
58 Owens Rd.**



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

We, the Board of Education, promise to:

- Put students first
- Focus on the goal
- Be respectful
- Recognize and value differences
- Engage in honest communication
- Honor and maintain confidentiality
- Speak with one voice
- Work hard and have fun

August 3, 2021

Regular Board Meeting 5 p.m.

Transportation Facility – 58 Owens Rd. (Location Change)

Call to Order  
Pledge to the Flag  
Fire Exits

Motion to Approve the Order of the Agenda

Approval of Minutes

- July 20, 2021 – Regular Board Meeting Minutes

Approval of Consent Items (CSE) (3.3-3.5)

Communications – Public Comments:

Members of the audience wishing to speak must sign in no later than 4:55 p.m. A period of time, not to exceed 30 minutes, is set aside at regular meetings of the board for the purpose of hearing comments from interested individuals. Board of Education members will not engage in conversation or answer questions during this portion of the meeting.

- Each speaker is allowed up to five (5) minutes to present his/her remarks.
- You cannot give or defer your time slot to another person.
- All remarks must be addressed to the President of the Board, or the presiding officer.

Board Presentations:

Brockport’s Best Award: Meg Zimmer

Presentation of book – *Dragon Hoops*, by Gene Luen Yang: Michael Pincelli, Orlando Benzan, Rebecca Barrett, and Kathy Jaccarino.

Board Reports:

Committee	Last Meeting	Next Meeting	Committee Member
BOCES Board	July 14, 2021 3 p.m.	August 18, 2021 6:30 p.m.	Mr. Gerald Maar (BCSD Liaison)
MCSBA Information Exchange	April 14, 2021 Noon	September 15, 2021 Noon	Trustee Robertson
MCSBA Board Leadership Meeting	May 5, 2021 5:45 p.m.	August 11, 2021 5:45 p.m.	President Carbone Vice President Harradine



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

MCSBA Labor Relations Committee	April 28, 2021 Noon	September 22, 2021 Noon	Trustee Lewis
MCSBA Legislative Committee	June 9, 2021 Noon	September 8, 2021 Noon	President Carbone
MCSBA Executive Committee	April 28, 2021 5:45 p.m.	October 6, 2021 5:45 p.m.	President Carbone & Mr. Bruno

## 1. New Business

None

## 2. Policy Development

2.1 Code of Conduct (2<sup>nd</sup> reading)

## 3. Instructional Planning & Services

- 3.1 Verbal – Rachel Kluth, Ed.D., Assistant to the Superintendent for Secondary Instruction
- 3.2 Verbal – Lynn Carragher, Assistant to the Superintendent for Inclusive Education and Instruction.

## Approval of CSE Recommendations (3.3-3.5)

- 3.3 On March 8, May 27, June 3, 10, 17, and July 9, 2021, the District Committee on Special Education reviewed students and made recommendations for placement.
- 3.4 On July 15 and 26, 2021, the District Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.5 On April 21, May 14, 21, 25, 27, June 4, 10, 17, 18, July 12 and 15, 2021, the Committee on Preschool Special Education reviewed students and made recommendations for placement.

## 4. Personnel

### CERTIFIED

#### 4.1 Appointments

- 4.1.1 Mandy Horschel, to be appointed as an Elementary Teacher at Oliver Middle School effective August 31, 2021. Initial certificates in childhood education grades 1-6 and students with disabilities grades 1-6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$40,223.
- 4.1.2 Patricia Conant, to be appointed as an Elementary Teacher at Barclay School effective August 31, 2021 Initial certificates in childhood education grades 1-6 and early childhood education birth – grade 2. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$38,361.
- 4.1.3 Emily Morris, to be appointed as an Elementary Teacher at Barclay School effective August 31, 2021 Initial certificates in childhood education grades 1-6, students with disabilities grades 1-6 and literacy birth – grade 6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$45,979.
- 4.1.4 Amy Forrest, to be appointed as an Elementary Teacher at Barclay School effective August 31, 2021 Covid-19 certificate in childhood education grades 1-6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$37,100.
- 4.1.5 Jacob Burgio, to be appointed as an Elementary Teacher at Hill School effective August 31, 2021



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

Initial certificates in childhood education grades 1-6, early childhood education birth – grade 2, students with disabilities grades 1-6 and students with disabilities birth – grade 2. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$39,665.

- 4.1.6 Anneliese Bishop, to be appointed as an Elementary Teacher at Barclay School effective August 31, 2021 Initial certificates in childhood education grades 1-6 and students with disabilities grades 1-6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$38,900.
- 4.1.7 Nicholas Colucci, to be appointed as an Elementary Teacher at Barclay School effective August 31, 2021 Initial certificates in childhood education grades 1-6 and students with disabilities grades 1-6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$38,361.
- 4.1.8 Kristin Barber, to be appointed as an AIS Reading Teacher at Ginther School effective August 31, 2021 Permanent certificate in pre-kindergarten, kindergarten and grades 1-6 and a professional certificate in literacy birth – grade 6 Probationary period August 31, 2021 through August 30, 2024. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$62,051.
- 4.1.9 Amy Prate, to be appointed as an Elementary Teacher at Ginther School effective August 31, 2021 Professional certificates in childhood education grades 1-6, early childhood education birth – grade 2 and students with disabilities grades 1-6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$43,005.
- 4.1.10 ~~APPOINTMENT CHANGE Amy Prate, to be appointed as a long term substitute Kindergarten Teacher at Ginther School effective August 31, 2021 through June 20, 2022. Professional certificates in early childhood (birth – grade 2), childhood education (grades 1-6), and students with disabilities (grades 1-6). Annual salary rate of \$38,900.~~
- 4.1.11 Julia Meyers, to be appointed as an Elementary Teacher at Ginther School effective August 31, 2021 Initial certificates in childhood education grades 1-6, early childhood education birth – grade 2 and students with disabilities grades 1-6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$40,223.

## 4.2 Resignations

- 4.2.1 Elizabeth Scherer, Art Teacher at Oliver Middle School, resigning effective July 18, 2021.
- 4.2.2 Kristin Barber, Elementary Teacher at Ginther School, resigning effective August 30, 2021, pending board approval to the position of AIS Reading Teacher.

## 4.3 Substitutes

4.3.1

## 4.4 Teacher Immersion Fellowship Program Participants

4.4.1

## 4.5 Leaves

- 4.5.1 Kailey Zorn, to begin an unpaid leave of absence effective August 31, 2021 through June 24, 2022.





# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

## 4.6 Other

### 4.6.1 -4.6.35 Fall Coaching

	Sport	Position	Name	Level	Step	Amount
4.6.1	Cheerleading	Varsity	Nicole Duthoy	C	8	\$3,897
4.6.2	Cheerleading	JV	Gerri Hofstra	E	6	\$2,895
4.6.3	Cheerleading	Modified A	Melissa Snider	G	OFF 1	\$2,693
4.6.4	Cross Country	Varsity	Michael LaFrance	C	OFF 7	\$4,654
4.6.5	Cross Country	Program Asst.	Audra Knapp	D	OFF 7	\$4,131
4.6.6	Cross Country	Mod B	Steven Reiss	G	OFF 1	\$2,693
4.6.7	Football	Varsity	Scott Nugent	A	OFF 7	\$6,555
4.6.8	Football	Assistant	Scott Hopsicker	C	OFF 4	\$4,386
4.6.9	Football	Assistant	Joe Innes	C	8	\$3,897
4.6.10	Football	Assistant	Jason Hellwig	C	1	\$2,962
4.6.11	Football	JV	Bryon Rockow	C	OFF 2	\$4,216
4.6.12	Football	JV	Jim Baker	C	5	\$3,467
4.6.13	Football	Modified B	Paul Carella	D	OFF 7	\$4,131
4.6.14	Football	Mod Asst.	Derek Howlett	G	OFF 7	\$3,032
4.6.15	Football	Mod Asst.	Jake Farrell	G	3	\$2,089
4.6.16	Boys Soccer	Varsity	Jeff Phillips	C	OFF 7	\$4,654
4.6.17	Boys Soccer	JV	Matt Schirmer	E	8	\$3,130
4.6.18	Boys Soccer	Program Asst.	Blaine Broughton	E	OFF 2	\$3,387
4.6.19	Girls Soccer	Varsity	Matt Davis	C	OFF 7	\$4,654
4.6.20	Girls Soccer	Mod A	Amy Phillips 50%	F	OFF 7	\$1,658
4.6.21	Girls Soccer	Mod A	Shauna Zurowski 50%	F	3	\$1,143
4.6.22	Girls Soccer	Program Asst.	Hugo Herrera	E	7	\$3,010
4.6.23	Girls Swimming	Varsity	Laurie Torrence	C	6	\$3,609
4.6.24	Girls Swimming	Dive Assistant	Christina Lesniak	E	2	\$2468
4.6.25	Girls Swimming	Mod B	Michael Spagnola	G	3	\$2,089
4.6.26	Girls Tennis	Varsity	Erin Waite	C	OFF 6	\$4,563
4.6.27	Girls Tennis	Mod A	Margaret Johansen	F	1	\$2,103
4.6.28	Boys Volleyball	Varsity	Corine Holding	C	3	\$3,199
4.6.29	Boys Volleyball	Modified B	Kyle Kita	G	3	\$2,089
4.6.30	Girls Volleyball	Varsity	Jamie Hugelmaier	C	OFF 3	\$4,300
4.6.31	Girls Volleyball	JV	Alyssa Staino	E	8	\$3,130
4.6.32	Girls Volleyball	Modified B-1	Brittany Hill	G	3	\$2,089
4.6.33	Girls Volleyball	Modified B	James Mercer	G	OFF 3	\$2,802
4.6.34	Girls Soccer	JV	Allison Sharpe	E	C	\$2468
4.6.35	Girls Soccer	Mod B	Kendra Zaffuto	G	2	\$2002



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

## 4.6.36 – 4.6.90 Department Chairs/ Subject Area Leaders

	Name	Building	Extra Duty	Amount
4.6.36	Matthew Komendat	OMS	Team Leader Gamma	\$2,377
4.6.37	Amy Phillips	OMS	Team Leader Kappa	\$2,377
4.6.38	Melinda Rugari	OMS	Team Leader Theta	\$2,377
4.6.39	Kathleen Salecki	OMS	Team Leader Delta	\$2,377
4.6.40	Scott Stepanek	OMS	Team Leader Lambda	\$2,377
4.6.41	Jessica Barton	OMS	Team Leader Sigma	\$2,377
4.6.42	Lisa Lancia	OMS	Subject Area Leader - Special Areas	\$2,377
4.6.43	Christina Latronica	OMS	Subject Area Leader - Inclusive Education	\$2,377
4.6.44	Casey Coon	OMS	Subject Area Leader - Technology	\$2,377
4.6.45	Byron Rockow	OMS	Subject Area Leader - Health	\$2,377
4.6.46	Elaine Farrand	OMS	Subject Area Leader - ELA	\$2,377
4.6.47	Alicia Pakusch	OMS	Subject Area Leader - Math	\$2,377
4.6.48	Amy Phillips	OMS	Subject Area Leader - Science	\$2,377
4.6.49	Michael Kiesow	OMS	Subject Area Leader - Social Studies	\$2,377
4.6.50	Julie Dioguardi	OMS	Subject Area Leader - World Languages	\$2,377
4.6.51	Hugo Herrera	OMS	Subject Area Leader- PE	\$2,377
4.6.52	Christine Ralyea	OMS	Subject Area Leader - Mental Health	\$2,377
4.6.53	Karen Ekeze	Ginther	Grade Chair-UPK	\$2,377
4.6.54	Liza Aguglia	Ginther	Grade Chair-Kindergarten (shared w/ Mangiameli)	\$1,188.50
4.6.55	Jessica Mangiameli	Ginther	Grade Chair-Kindergarten (shared w/ Aguglia)	\$1,188.50
4.6.56	Kristin Dettman	Ginther	Grade Chair - 1st grade (shared w/ TBD)	\$1188.50
4.5.57	Kristine Kirchgraber	Barclay	Grade Chair- 2nd grade (shared w/ Shatzel)	\$1,188.50
4.6.58	Jodie Shatzel	Barclay	Grade Chair - 2nd grade (shared w/ Kirchgraber)	\$1,188.50
4.6.59	Annalisa Underwood	Barclay	Grade Chair - 3rd grade (Shared w/ Rugari)	\$1,188.50



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

4.6.60	Joseph Rugari	Barclay	Grade Chair - 3rd grade (Shared w/ Underwood)	\$1,188.50
4.6.61	Julia Wilson	Hill	Grade Chair - 4th grade	\$2,377
4.6.62	Nancy Postilli	Hill	Grade Chair - 5th grade	\$2,377
4.6.63	Mary Warth	High	District Wide Chair- Art	\$3,393
4.6.64	Suzanne Sodoma	High	H.S Department Chair- Business	\$3,393
4.6.65	Marcia Bartalo	High	H.S Department Chair- Counseling	\$3,393
4.6.66	Dawn Siragusa	High	H.S. Department Chair ELA	\$3,393
4.6.67	Heather Dennis	High	District Wide Chair- Health	\$3,393
4.6.68	Kathleen Jaccarino	High	District Wide Chair- Library	\$3,393
4.6.69	Justin Geist	High	H. S Department Chair- Math	\$3,393
4.6.70	Shawn Halquist	High	District Wide Chair- Music	\$3,393
4.6.71	Joe Setek	High	H.S Department Chair- PE	\$3,393
4.6.72	Steven Reiss	High	H.S Department Chair- Science	\$3,393
4.6.73	Scott Hopsicker	High	H.S Department Chair- Social Studies	\$3,393
4.6.74	Gordon Dibattisto	High	H.S Department Chair- Technology	\$3,393
4.6.75	Jacquelynn Merida	High	H.S Department Chair- LOTE	\$3,393
4.6.76	Amy Rybacki	Ginther	CSE Sub-Committee Chair	\$2,377
4.6.77	Audra Naujokas-Knapp	Barclay	CSE Sub-Committee Chair	\$2,377
4.6.78	Maria Belpanno	Hill	CSE Sub-Committee Chair	\$2,377
4.6.79	Colleen Parker	OMS	CSE Sub-Committee Chair	\$2,377
4.6.80	Amber Hildebrand	OMS/High	CSE Sub-Committee Chair	\$2,377
4.6.81	Michael Casale	High	CSE Sub-Committee Chair	\$2,377
4.6.82	Betsy Fitzpatrick	Inclusive Ed	CPSE Chair	\$3,393
4.6.83	Betsy Fitzpatrick	Inclusive Ed	CSE Chairperson	\$3,393
4.6.84	Jenna Murgillo	Hill	Elementary Chair Inclusive Education	\$3,393
4.6.85	Tracy Bush	Ginther	District Wide Chair - AIS (Shared w/ Casper, McAdoo, & Arnold)	\$848.25



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

4.6.86	Andrea Casper	Hill	District Wide Chair - AIS (Shared w/ Bush, McAdoo, & Arnold)	\$848.25
4.6.87	Kristin McAdoo	OMS	District Wide Chair - AIS (shared w/ Bush, Casper, & Arnold)	\$848.25
4.6.88	Patricia Arnold	High	District Wide Chair - AIS (shared w/ Bush, Casper & McAdoo)	\$848.25
4.6.89	Tresa Constantino	OMS	Team Leader Alpha	\$2,377
4.6.90	Scott Schleede	OMS	Team Leader Epsilon	\$2,377

4.6.91 Upon the recommendation of the Superintendent, for the reason of economy, the Board of Education of the Brockport Central School District hereby abolishes one (1.0) position in the special education area effective July 1, 2021. The Superintendent of the School is directed to implement this reduction in force in accordance with applicable law and regulations.

4.6.92 Upon the recommendation of the Superintendent, for the reason of economy, the Board of Education of the Brockport Central School District hereby abolishes one (1.0) position in the social studies area effective July 1, 2021. The Superintendent of the School is directed to implement this reduction in force in accordance with applicable law and regulations.

## CLASSIFIED

### 4.7 Appointments

- 4.7.1 Peter Major, to be appointed as a probationary Driver-Messenger in the Food Service Department effective August 31, 2021. Rate is set at \$12.50 per hour. Probationary period begins on August 31, 2021 and ends on August 30, 2022.
- 4.7.2 Kimberly Baker, to be appointed as a probationary Bus Attendant in the Transportation Department effective August 31, 2021. Rate is set at \$12.50 per hour. Probationary period begins on August 31, 2021 and ends on August 30, 2022. (Pending fingerprint clearance.)
- 4.7.3 Katrina Schwartz, to be appointed as a provisional Office Clerk IV (11 Months) at the Hill School effective August 23, 2021. Rate is set at \$14.79 per hour. Probationary period is to be determined.
- 4.7.4 Erica Baase, to be appointed as a provisional Office Clerk II (11 Months) at the High School effective August 26, 2021. Rate is set at \$16.20 per hour. Probationary period is to be determined. (Pending fingerprint clearance.)

### 4.8 Resignations

- 4.8.1 Scott Wilson, Head Custodian, Buildings and Grounds Department, resigning for the purpose of retirement, effective September 30, 2021.
- 4.8.2 Gregory Baron, Bus Driver, Transportation Department, resigning for the purpose of retirement, effective August 29, 2021.
- 4.8.3 Katrina Schwartz, Teacher Aide, Hill School, resigning effective August 22, 2021, pending board approval to the position of Office Clerk IV.
- 4.8.4 Nathen Hartman, Cleaner, Hill School, resigning effective August 13, 2021.

### 4.9 Substitutes

- 4.9.1 Jennifer Carpenter, Bus Attendant
- 4.9.2 Kelly Henson, Food Service Helper, pending fingerprint clearance
- 4.9.3 Emilee Peters, Bus Attendant

### 4.10 Volunteers

None



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

## 4.11 College Participants

None

## 4.12 Leaves of Absence

None

## 4.13 Other

4.13.1 The staff listed below has been selected for the Summer Program (4.50 hours per day), Hill School, effective retro to July 26, 2021 through August 10, 2021 at their regular rate for 2021-2022 school year.

4.13.1 Courtney Webster (Teacher Aide)

4.13.2 ~~Stephanie Koss (Teacher Aide) – WITHDREW~~

## 5. Financial

5.1 Verbal – Jill Reichhart, Director of Finance

5.2 Approval of hockey agreement with Spencerport Central School District for the 2021-22 school year

## 6. Physical Plant, Safety & Security, Transportation and Support Services

6.1 Verbal – Darrin Winkley, Assistant Superintendent for Business

6.2 Approval of large accounts bid award for Natural Gas 2021-22

6.3 Approval of small accounts bid award for Natural Gas 2021-22

## 7. Human Resources

7.1 Verbal – Jerilee DiLalla, Assistant Superintendent for Human Resources

## 8. Report of the Superintendent of Schools

8.1 Verbal – Sean C. Bruno, Superintendent of Schools

## 9. Board Operations

9.1 2021-22 Board of Education Meeting Schedule

9.2 MCSBA 2021-22 Calendar

## 10. Old Business

None

## 11. Other Items of Business

None

## 12. Executive Session

12.1 It is anticipated that the Board will enter into Executive Session for the purpose of discussing the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.

## 13. Adjournment

**Next Board of Education Meeting:**

**Tuesday, August 17, 2021 at 5 p.m., District Board Room**

***\*Visitors must complete a health screening prior to attending the Board meeting found at [www.bcsd.org](http://www.bcsd.org) (click on the Community tab and “BCSD Visitor/Vendor Health Screening”).***

***Face coverings are no longer required for vaccinated individuals.***

**BROCKPORT CENTRAL SCHOOL  
BOARD OF EDUCATION  
July 20, 2021**

These are the minutes of the Regular Board Meeting held on July 20, 2021. The meeting was called to order at 5:03 p.m. by President Carbone, following the 2021-22 Code of Conduct Public Hearing conducted by Dr. Rachel Kluth, Assistant to the Superintendent for Secondary Instruction.

The following Board Members were in attendance:

Terry Ann Carbone, President  
Jeffrey Harradine, Vice President  
David Howlett, Board Member  
Daniel Legault, Board Member  
Kathy Robertson, Board Member  
Michael Turbeville, Board Member

Also present were:

Sean Bruno, Superintendent of Schools  
Lynn Carragher, Assistant to the Superintendent for Inclusive Education  
Rachel Kluth, Ed.D. Assistant to the Superintendent for Secondary Instruction  
Jill Reichhart, Treasurer and Finance Director  
Darrin Winkley, Assistant Superintendent for Business  
Deb Moyer, District Clerk  
KristiAnn Widrick  
Jarron Widrick  
Scott Morrison  
Pat Cliff  
Lynette Cliff  
Bill Danno  
Jackie Danno  
Rick Popen

Excused:

Robert Lewis, Board Member  
Jerilee DiLalla, Assistant Superintendent for Human Resources

**ORDER OF THE AGENDA**

Ms. Robertson moved, seconded by Mr. Turbeville, the Board approved the order of the agenda. The motion carried 6-0.

**MINUTES**

Mr. Legault moved, seconded by Mr. Turbeville, the Board approved the July 6, 2021 Reorganization and Regular Board Meeting minutes. The motion carried 6-0.

**CONSENT ITEMS**

Mr. Turbeville moved, seconded by Ms. Robertson, the Board approved Consent Items (CSE) 3.4-3.11. The motion carried 6-0.

**COMMUNICATION – PUBLIC COMMENT**

Bill Danno addressed the Board regarding his daughter who recently graduated.



**BOARD PRESENTATIONS**

None

**BOARD REPORTS**

None

**1. NEW BUSINESS**

None

**2. POLICY DEVELOPMENT**

2.1 Code of conduct (1<sup>st</sup> Reading)

**3. INSTRUCTIONAL PLANNING & SERVICES**

- 3.1 Verbal – Rachel Kluth, Assistant to the Superintendent for Secondary Instruction
- Dr. Kluth provided an update on student participation in interviews. She commented that the students have been such a great asset to us and the process.
- 3.2 Verbal – Lynn Carragher, Assistant to the Superintendent for Inclusive Education and Instruction
- Ms. Carragher provided an update on the 611 and 619 grants for excess provisions for special education sent to state last week and expects we will gain approval to spend funds as allocated.
  - Ms. Carragher shared that McKinney Vento letters were sent to individuals who found permanent housing and no longer need McKinney Vento. Also, P-8 data was certified. She commented suspension rates were much lower this year.
- 3.3 Ms. Robertson moved, seconded by Mr. Harradine, the Board approved the book *Steal Like an Artist*, by Austin Kleon to be used in AP Art and Portfolio Art. The motion carried 6-0.

Mr. Turbeville moved, seconded by Mr. Howlett, the Board approved Consent Items (CSE) 3.4-3.11. The motion carried 6-0.

- 3.4 On April 23, May 12, 17, 24, June 11, 14, 15, 16, 17, 18, 23, 25, July 8, 12 and 13, 2021, the District Committee on Special Education reviewed students and made recommendations for placement.
- 3.5 On June 4, 2021, the District Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.6 On March 8, 11, 22, May 28, June 17, 18, 22, 23 and July 6, 2021, the Committee on Preschool Special Education reviewed students and made recommendations for placement.
- 3.7 On April 28, May 12, 19, 26, and June 2, 2021, the Ginther Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.8 On June 15, 2021, the Barclay Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.9 On May 14, 25, June 10, 17 and 23, 2021, the Hill Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.10 On May 10, 17, 24, 25, 27, June 3, 4, 16, and 21, 2021, the Oliver Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.11 On March 2 and April 29, the High School Subcommittee on Special Education reviewed students and made recommendations for placement.

**4. PERSONNEL**

Mr. Legault moved, seconded by Mr. Turbeville, the Board approved personnel items 4.1-4.1.8 and 4.1.10-4.1.13). The motion carried 6-0. Mr. Harradine abstained from 4.1.9 due to a family connection. The motion carried 5-0.

**CERTIFIED**

- 4.1.1 Kristine Chapman, to be appointed as a Kindergarten Teacher at Ginther School effective August 31, 2021. Professional certificates in childhood education grades 1-6 and early childhood education birth – grade 2. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure, the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary rate of \$43,005.
- 4.1.2 Jaclyn Kelley-Howard, to be appointed as an Elementary Teacher at Hill School effective August 31, 2021. Permanent certificates in special education k-12 and nursery, kindergarten and grades 1-6. Professional certificate in literacy birth – grade 6. Annual salary rate of \$66,299.
- 4.1.3 Melanie MacDonald, to be appointed as an Elementary Teacher at Barclay School effective August 31, 2021. Professional certificates in childhood education grade 1-6 and students with disabilities grades 1-6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure, the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary rate of \$46,448.
- 4.1.4 KristiAnn Widrick, to be appointed as a Special Education Teacher at Oliver Middle School effective August 31, 2021. Pending initial certificates in students with disabilities grades 7-12 and English language arts grades 7-12. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure, the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary rate of \$ 37,100.
- 4.1.5 Margaret Gaylord, to be appointed as a long term substitute English Teacher at the high school effective August 31, 2021 through November 23, 2021. Covid 19 certificates in English language arts Grades 7-12 and students with disabilities grades 7-12. Annual salary rate \$37, 100. (prorated \$10,759)
- 4.1.6 Rebecca Rossier, to be appointed as an Elementary Teacher at Hill School effective August 31, 2021. Initial certificates in childhood education grades 1-6 and students with disabilities grades 1-6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure, the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary rate of \$ 40,223.
- 4.1.7 Orlando Benzan, to be appointed as an Assistant Principal at the high school effective July 21, 2021. Covid 19 certificate as a school building leader and permanent certificate in social studies grades 7-12. Probationary period July 21, 2021 through July 20, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure, the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary rate of \$ 84,500. (prorated \$79,967)
- 4.1.8 Randall Yu, to be appointed as an Assistant Principal at Ginther School effective August 16, 2021. Internship certificate as a school building leader and professional certificates in childhood education grades 1-6 and literacy birth – grade 6. Probationary period August 16, 2021 through August 15, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure, the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary rate of \$ 77,500. (prorated \$67,998)
- 4.1.9 Sarah Harradine, to be appointed as Kindergarten Teacher at Ginther School effective August 31, 2021. Professional certificates in childhood education grades 1-6, early childhood education birth – grade 2. Initial certificates in students with disabilities grades 1-6, students with disabilities birth – grade 2 and literacy birth – grade 6. Probationary period August 31 2021 through August 30, 2024. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure, the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary rate of \$ 45,979.

- 4.1.10 **APPOINTMENT CHANGE** ~~KristiAnne Widrick, to be appointed as a long term substitute ELA Teacher at Oliver Middle School effective August 31, 2021 through January 31, 2022. Pending initial certificates in English grades 7-12 and students with disabilities grades 7-12. Annual salary rate of \$37,100. (prorated \$18,550)~~
- 4.1.11 **APPOINTMENT CHANGE** ~~Kristine Chapman, to be appointed as a long term substitute Kindergarten Teacher at Ginther School effective August 31, 2021 through June 30, 2022. Professional certificates in childhood education grades 1-6 and early childhood education birth—grade 2. Annual salary rate of \$39,900.~~
- 4.1.12 Sara Wolcott, to be appointed as a long term substitute English Teacher at the high school effective August 31, 2021 through November 19, 2021. Initial certificates in English language arts grades 7-12 and English language arts extension grades 5-6. Annual salary rate of \$37,100. (prorated \$10,388)

#### **4.2 Resignations**

- 4.2.1 Jaclyn Kelley-Howard, Special Education Teacher at Hill School, resigning effective August 30, 2021, pending board approval to the position of Elementary Teacher at Hill School.
- 4.2.2 Melanie Macdonald, Special Education Teacher at Barclay School, resigning effective August 30, 2021, pending board approval to the position of Elementary Teacher at Barclay School.
- 4.2.3 Orlando Benzan, Social Studies Teacher at the high school, resigning effective July 20, 2021, pending board approval to the position of Assistant Principal at the high school.
- 4.2.4 Randall Yu, Elementary Teacher at Hill School, resigning effective August 15, 2021, pending board approval to the position of Assistant Principal at Ginther School.

#### **4.3 Substitutes**

None

#### **4.4 Teacher Immersion Fellowship Program Participants**

None

#### **4.5 Leaves**

None

#### **4.6 Other**

- 4.6.1 Rachael Rathke, to be appointed as a substitute ELL Summer School Teacher, \$38.00 per hour.
- 4.6.2 Lien Dang, to be appointed as a substitute ELL Summer School Teacher, \$38.00 per hour.
- 4.6.3 Stacy Armstrong, to be appointed as the ELL Summer School Nurse, \$38.00 per hour.
- 4.6.4 Megan Wood, to be appointed as an ELL Summer School Teacher, stipend \$1700.
- 4.6.5 Kristen McAdoo, to be appointed as a substitute administrator for the K-6 Literacy/ Math Summer School program at a base rate of \$ 175 per day.
- 4.6.6 Orlando Benzan, to be appointed as the DEI Coordinator, stipend \$4,500 effective July 21, 2021.
- 4.6.7 Upon the recommendation of the Superintendent, for the reason of economy, the Board of Education of the Brockport Central School District hereby abolishes one (1.0) position in the science tenure area effective July 1, 2021. The Superintendent of the School is directed to implement this reduction in force in accordance with applicable law and regulations.

### **CLASSIFIED**

#### **4.7 Appointments**

- 4.7.1 Erin Lakey, to be appointed as a probationary Food Service Helper at High School effective August 31, 2021. Rate is set at \$12.50 per hour. Probationary period begins on August 31, 2021 and ends on August 30, 2022. (Pending fingerprint clearance.)
- 4.7.2 Jenna Crosier, Payroll Clerk, Business Office, changing from .6 FTE to 1.0 FTE, effective August 23, 2021.

- 4.7.3 Melinda Hagen, to be appointed as a probationary School District Tax Collector in the Business Office effective August 9, 2021. Rate is set at \$20.00 per hour. Probationary period begins on August 9, 2021 and ends on August 8, 2022. (Pending fingerprint clearance.)

#### **4.8 Resignations**

- 4.8.1 Rachel Schalge, Food Service Helper, High School, resigned effective June 30, 2021.  
4.8.2 Dalista Hovey, Food Service Helper, High School, resigned effective July 16, 2021.

#### **4.9 Substitutes**

- 4.9.1 Jaclyn Stalter, pending fingerprint clearance

#### **4.10 Volunteers**

None

#### **4.11 College Participants**

- 4.11.1 Kayli Brown, Field Experience, (Amy Nesbitt)  
4.11.2 Lea Calhoun, Field Experience, (Chris Albrecht)  
4.11.3 Mackenzie Carter, Field Experience, (Kelly Young)  
4.11.4 Erin Clarkin, Student Teaching, (Maren Aldrich)  
4.11.5 Courtney Cunningham, Field Experience, (Phil Thore)  
4.11.6 Maranda Dobbertin, Field Experience, (Kristin Barber)  
4.11.7 Jesse Donnarumma, Field Experience, (Thomas Rispoli)  
4.11.8 Brittany Ellsworth, Field Experience, (Maria Rota)  
4.11.9 Victoria Greenfield, Student Teaching, (John Akers)  
4.11.10 Casey Lloyd, Field Experience, (Katelyn Ancker)  
4.11.11 Cooper Maney, Student Teaching, (Kristen Kimble/Elizabeth Vanill)  
4.11.12 Joshua Mantegna, Student Teaching, (Victoria Valente)  
4.11.13 Jennifer Marmolejos, Practicum, (Inclusive Education Dept.)  
4.11.14 Tiara McElligott, Student Teaching, (Tara Jackson)  
4.11.15 Bailee Nelson, Student Teaching, (Rachel Jarmusz)  
4.11.16 Molly Nicholas, Field Experience, (Justin Jackson)  
4.11.17 Erin O'Brian, Field Experience, (Barbara Harrington)  
4.11.18 Sean Peacock, Practicum, (Inclusive Education Dept.)  
4.11.19 Camryn Pettit, Field Experience, (Erin Waite)  
4.11.20 Eric Pinales, Student Teaching, (Joseph Goehle)  
4.11.21 Peter Rifenburg, Field Experience, (Hugo Herrera)  
4.11.22 Carly Scott, Practicum, (Inclusive Education Dept.)  
4.11.23 Jonah Seiler, Student Teaching, (Laurie Torrence)  
4.11.24 Andy Sheldon, Student Teaching, (Kristy Sherman)  
4.11.25 Nicholas Sheridan, Student Teaching, (Joseph Rugari)  
4.11.26 Alyssa Storey, Student Internship, (Calisha Bertram)  
4.11.27 Alyssa Sturmer, Practicum, (Inclusive Education Dept.)  
4.11.28 Matthew Territo, Field Experience, (Erin Hill)  
4.11.29 Kayla Usborne, Field Experience, (Joseph Innes)  
4.11.30 Courtney Webster, Student Teaching, (Heather Randell)  
4.11.31 Ryan Zimmer, Practicum, (Inclusive Education Dept.)

#### **4.12 Leaves of Absence**

None

#### **4.13 Other**

- 4.13.1 Peyton Young has been selected for the Summer Program (4.50 hours per day), Hill School, effective July 21, 2021 through August 12, 2021 at the rate of \$12.50 per hour.

## **5. FINANCIAL**

- 5.1 Verbal – Jill Reichhart, Director of Finance
- Ms. Reichhart provided an update on final entries for year-end and new fiscal year activities.

## **6. PHYSICAL PLANT, SAFETY & SECURITY AND SUPPORT SERVICES**

- 6.1 Verbal – Darrin Winkley, Assistant Superintendent for Business
- None

## **7. Human Resources**

- 7.1 Verbal – Jerilee DiLalla, Assistant Superintendent for Human Resources
- None. Ms. DiLalla was excused.

## **8. Report of the Superintendent of Schools**

- 8.1 Verbal – Sean C. Bruno, Superintendent of Schools
- Mr. Bruno provided an update on ESSER grant and we are progressing with the funding process to ensure eligible for all moneys.
  - Mr. Bruno provided a teacher hiring update and thanked everyone involved in the process. He shared that there are many great candidates and the process has gone smoothly.
  - Mr. Bruno shared that the hockey process is going smoothly and the merger contract will be on the next Board agenda for approval.
  - He also shared that the administrators will be getting together for a retreat and review components critical to an effective team that includes an assessment. They will implement action plans for growth areas and carry into buildings to work as one big team. During their time together they will look at data and strategic planning as well as focus on two or three goal areas in each department.

## **9. BOARD OPERATIONS**

- 9.1 2021-22 Board of Education Meeting Schedule

## **10. OLD BUSINESS**

None

## **11. OTHER ITEMS OF BUSINESS**

Round Table

- Mr. Howlett gave an update from the Alumni Association:
  - alumni newsletter coming out soon;
  - the Alumni Association is helping to create a youth softball team;
  - the association has been receiving thank you letters for the senior gift cards and looks forward to holding a banquet dinner next year
- Mr. Turbeville gave kudos to the District for allowing the International Soccer Tournament to use their facilities.
- Ms. Carbone was thrilled that Brockport and Spencerport could come together to provide hockey opportunities for students.

## **12. EXECUTIVE SESSION**

- 12.1 Mr. Harradine moved, seconded by Mr. Turbeville, the Board adjourned the regular meeting at 5:32 p.m. and entered into Executive Session for the purpose of discussing the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the

appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. The motion carried 6-0.

Mr. Legault moved, seconded by Mr. Howlett, the Board entered into executive session at 5:43 p.m. The motion carried 6-0.

Mr. Turbeville moved, seconded by Mr. Howlett, the Board adjourned executive session and entered into regular session at 6:17 p.m. The motion carried 6-0.

**13. ADJOURNMENT**

13.1 Mr. Howlett moved, seconded by Mr. Turbeville, the Board adjourned the meeting at 6:17 p.m.

Prepared by:

\_\_\_\_\_  
Debra S. Moyer, District Clerk

\_\_\_\_\_  
Date



# PRESENTATIONS TO THE BOARD



---

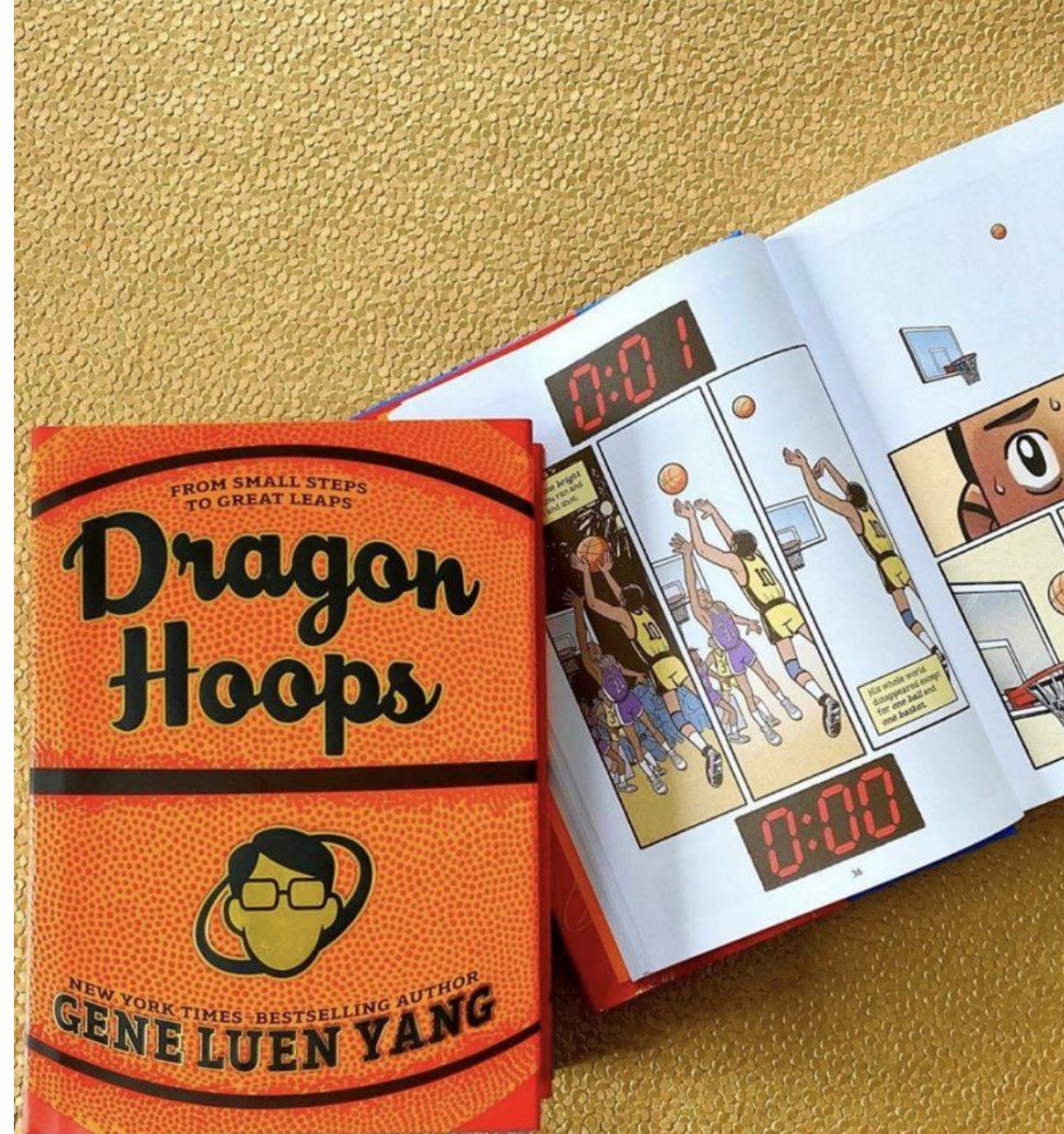
BROCKPORT HIGH  
SCHOOL  
ONE SCHOOL ONE BOOK  
2021-2022

*Dragon Hoops*

by

Gene Luen Yang

---



---

# WHY ONE SCHOOL/ONE BOOK?

- Having everyone **read** the same story at the same time provides the perfect opportunity to build **school** community and promote understanding.
  - Our continued goal is to promote literacy. In this technological world-it is more important than ever to encourage reading. Reading builds understanding and empathy, and fosters connections.
  - Possible Community Engagement: community engagement with schools has a power beyond our understanding. At the very least, parent, family, and community involvement in education correlates with higher academic performance and school improvement. When schools, parents, families, and communities work together to support learning, students tend to earn higher grades, attend school more regularly, stay in school longer, and enroll in higher level programs.
-

---

# NYSED CULTURALLY RESPONSIVE SUSTAINING EDUCATION

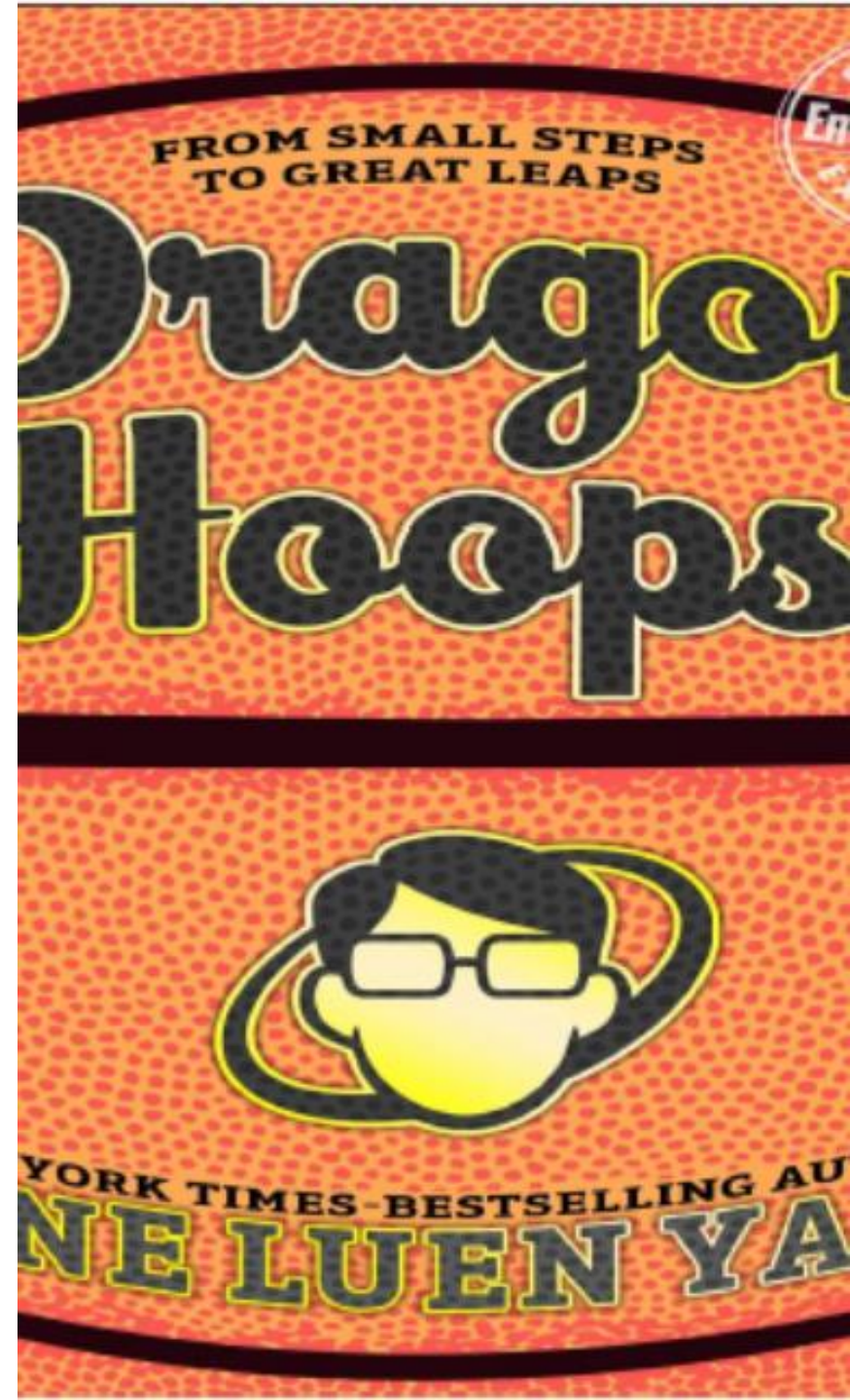
- New York State Teachers/ Leaders can cultivate a Culturally Responsive- Sustaining education for students by:
    - Creating a welcoming and affirming environment
    - Fostering high expectations and rigorous instruction
    - Engaging in ongoing professional learning and support
    - Identifying inclusive curriculum and assessment
-



---

# DRAGON HOOPS

- [Trailer](#)
  - This book expresses universal themes that are extremely empowering and warrant discussion: perseverance, accessible education, diversity, discrimination, and stereotypes.
  - Author's struggles with acknowledging adversities of the narrative
  - Allusions to adult words and content/PG 13 level
- 





---

# GENE LUEN YANG

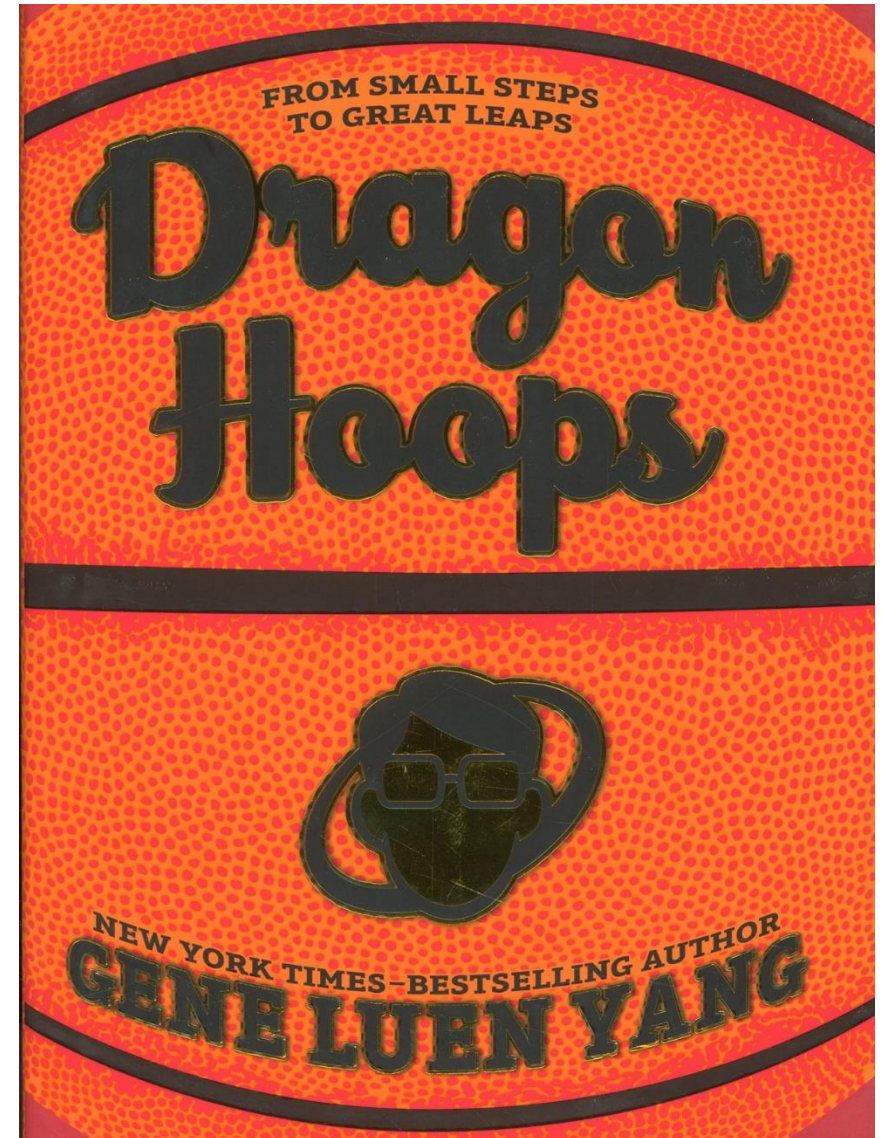
- 2016-2017 National Ambassador for Young People's Literature
  - Printz Award Winner
  - National Book Award Nominee
  - LA Times Book Prize
  - Eisner Award for Graphic Album
  - Currently key author for Marvel Comics
-



---

# PROGRAM OVERVIEW

- Teachers will receive books in early fall and will engage in discussion and planning
  - Students will receive books in November
  - Teachers and students will participate in two classroom activities and discussion through social studies and English classes
    - December: discussion of literary techniques and/or historical significance
    - January: discussion of themes (perseverance, diversity, stereotyping)
  - Virtual Author Visit during advisement in February
  - Follow up activities through various clubs
- 



---

# COST

## **Ebooks**

Metered access through Sora: \$5.50/copy for three-month use

1100 copies= \$6,050

Hard Copy for Staff: \$20.00/copy (discount 20% under 1000 copies)

125 copies= \$2,500

Author Fee: Approximately \$5000

Total Cost: \$13,550

## **Print Copies**

Print copies for all 14.99/copy (discount is 40% for 1000+ copies)

1225 copies=\$16,489

Author Fee: Approximately \$5000

Total Cost: \$21,489

---

---

# TIMELINE

- September 2021-November 2021: develop activities to accompany reading (videos/discussion groups related to historical perspectives/DEI connections/connect to PBIS Pillars and Rachel's Challenge)
  - October 2021-November 2021: develop resource webpage to house activities
  - November 2021: Distribute books (end of first quarter)
  - December 2021 through January 2022: students and staff read and participate in various activities (through end of second quarter)
  - February 2022: virtual author visit
  - March-May 2022: work with NHS/Key Club/Rachel Challenge for potential follow-up activities, fundraising for related cause.
-

# COMMUNICATIONS



# 1.0 NEW BUSINESS





## 2.0 POLICY





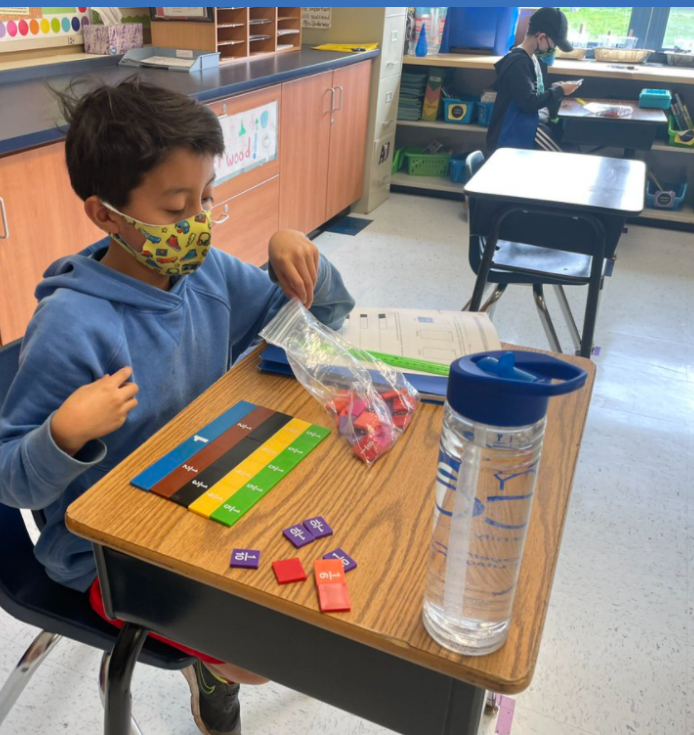


BROCKPORT CENTRAL  
SCHOOL DISTRICT

# CODE OF CONDUCT

---

2021 - 2022



ALPHABETIC LISTING  
OF DETAILED PROCEDURES

## District Mission Statement

***“We engage and empower each student to achieve excellence as a learner and a citizen”***

The District is committed to providing students with a learning environment where all students can be successful, and all students are valued and respected for their individual qualities and characteristics.

Our vision is aspirational: “We aspire to be a leading, innovative, high-performing school district that graduates each student prepared for college or a career.”

The District has identified its core beliefs, which will help us to achieve our mission and vision:

**Students First:** Our students are our first priority.

**Character:** We value integrity, diversity, and respect for all.

**High Expectations:** We believe all students can learn and hold high expectations for ourselves and our students.

**Teaching & Learning:** Effective teaching and a rigorous curriculum are the foundation for high quality learning.

**Work Ethic:** We work hard and take pride in all that we do.

**Health & Safety:** We all have an obligation to promote a healthy, safe, and secure environment.

**Community:** Student, family and community engagement is critical for our success.

### Equal Opportunity Statement

The Brockport Central School District offers employment and educational opportunities, including career and technical educational opportunities, without regard to age, color, disability, ethnicity, marital status, national origin, race, religion, sex, gender identity and expression, sexual orientation or veteran status.

Inquiries regarding compliance with Section 504 may be addressed to Ms. Lynn Carragher, Assistant to the Superintendent for Inclusive Education, 40 Allen Street, Brockport, NY, 14420. Telephone: (585) 637-1856.

Inquiries regarding compliance with Title IX may be addressed to Ms. Jerilee DiLalla, Assistant Superintendent for Human Resources, 40 Allen Street, Brockport, NY, 14420. Telephone: (585) 637-1912.

### Compliance Procedures

**Alternate formats:** Whenever possible, this handbook may be translated as needed or an interpreter made available upon request. This document can also be reproduced in large print.

**Electronic access:** This document can be viewed at the BCSD website [www.bcs1.org](http://www.bcs1.org)

**Compliance:** This plan meets the requirements of the Project SAVE legislation (Education Law section 2801) and section 100.2(l) of the New York State Commissioner of Education Regulations.

**Original:** May 2002

**Board Approved:** June 2004, August 2004, July 2005, May 2006, July 2008, July 2011, August 2013, July 2014, July 2015, July 2016, June 2017, July 2018, July 2019, July 2020

Dear Brockport students, parents/guardians and essential partners,

Each year the Brockport Central School District reviews its Code of Conduct to ensure we are in compliance with federal, state and local regulations. This document has been updated for the 2021-22 academic year to reflect required changes and incorporates feedback from the Brockport Board of Education, staff, students and families.

The goal of the Code of Conduct is to guide individuals toward an understanding of the District's standards and procedures to ensure the safety of students, school personnel, parents and visitors to our campus. While this document identifies consequences for unacceptable behavior, it also highlights a student's rights and responsibilities to help create a supporting and positive school climate.

I encourage you to review the Code of Conduct with your child to better understand school rules and expectations. Please contact us if you have any questions, concerns or feedback.

We look forward to working with you and your child. Together we can create a safe and secure environment where each student can learn and grow.

Sincerely,



Sean C. Bruno  
*Superintendent of Schools*



## **Brockport Central School District Central Office Team**

Sean C. Bruno

Superintendent of Schools  
(585) 637-1810  
[sean.bruno@bcs1.org](mailto:sean.bruno@bcs1.org)

Jerilee DiLalla

Assistant Superintendent for Human Resources  
(585) 637- 1915  
[jerilee.dilalla@bcs1.org](mailto:jerilee.dilalla@bcs1.org)

Darrin Winkley

Assistant Superintendent for Business  
(585) 637-1820  
[darrin.winkley@bcs1.org](mailto:darrin.winkley@bcs1.org)

Lynn Carragher

Assistant to the Superintendent for Inclusive Education  
and Instruction  
(585) 637-1856  
[lynn.carragher@bcs1.org](mailto:lynn.carragher@bcs1.org)

Rachel Kluth, Ed.D.

Assistant to the Superintendent for Secondary  
Instruction  
(585) 637-1818  
[rachel.kluth@bcs1.org](mailto:rachel.kluth@bcs1.org)

Jill Reichhart

District Treasurer  
(585) 637-1820  
[jill.reichhart@bcs1.org](mailto:jill.reichhart@bcs1.org)

## Principals and Assistant Principals

### **GINTHER ELEMENTARY SCHOOL**

Debra Waye, Principal

Randall Yu, Assistant Principal

(585) 637-1830

[debra.waye@bcs1.org](mailto:debra.waye@bcs1.org)

[randall.yu@bcs1.org](mailto:randall.yu@bcs1.org)

### **BARCLAY ELEMENTARY SCHOOL**

Scott Morrison, Principal

Alana Roberts, Assistant Principal

(585) 637-1840

[scott.morrison@bcs1.org](mailto:scott.morrison@bcs1.org)

[alana.roberts@bcs1.org](mailto:alana.roberts@bcs1.org)

### **FRED W. HILL SCHOOL**

TBD, Principal

Lauren Combo, Assistant Principal

(585) 637-1850

[lauren.combo@bcs1.org](mailto:lauren.combo@bcs1.org)

### **OLIVER MIDDLE SCHOOL**

Jerrold Roberts, Principal

Michelle Guerrieri, Assistant Principal

Rebecca Tibbitts, Assistant Principal

(585) 637-1860

[jerrod.roberts@bcs1.org](mailto:jerrod.roberts@bcs1.org)

[michelle.guerrieri@bcs1.org](mailto:michelle.guerrieri@bcs1.org)

[rebecca.tibbitts@bcs1.org](mailto:rebecca.tibbitts@bcs1.org)

### **BROCKPORT HIGH SCHOOL**

Michael Pincelli, Principal

Orlando Benzan, Assistant Principal

Michael Bourne, Assistant Principal

David Iacchetta, Assistant Principal

(585) 637-1870

[michael.pincelli@bcs1.org](mailto:michael.pincelli@bcs1.org)

[orlando.benzan@bcs1.org](mailto:orlando.benzan@bcs1.org)

[michael.bourne@bcs1.org](mailto:michael.bourne@bcs1.org)

[david.iacchetta@bcs1.org](mailto:david.iacchetta@bcs1.org)



## Coordinators, Directors and Supervisors

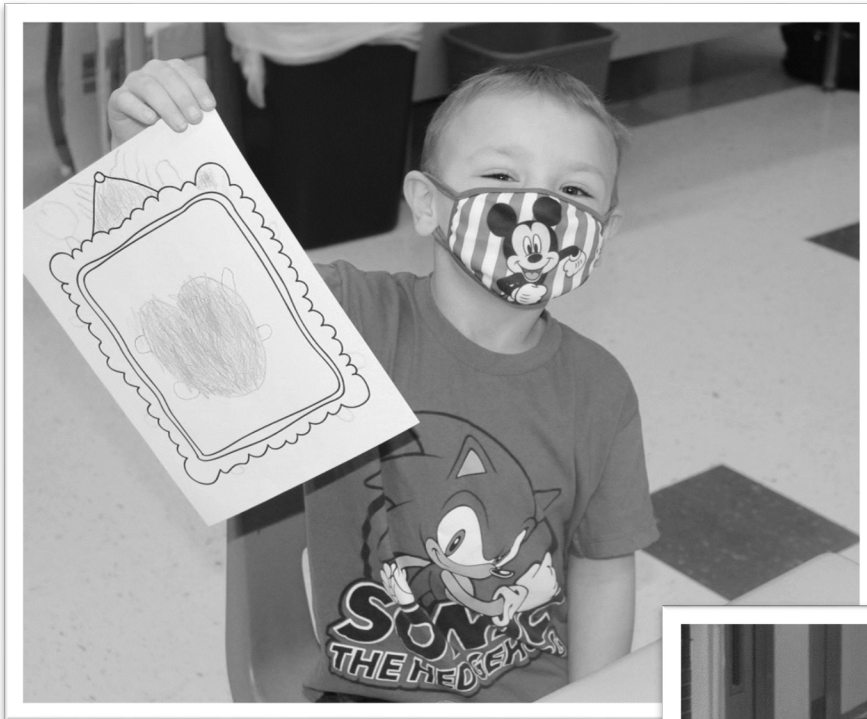
Brandon Broughton	Director of Learning and Staff Development (585) 637-1818 <a href="mailto:brandon.broughton@bcs1.org">brandon.broughton@bcs1.org</a>
Todd Hagreen	Director of Athletics, Physical Education & Health (585) 637-1836 <a href="mailto:todd.hagreen@bcs1.org">todd.hagreen@bcs1.org</a>
Christian Hansen	Director of Facilities (585) 637-1887 <a href="mailto:christian.hansen@bcs1.org">christian.hansen@bcs1.org</a>
Jeffery Phillips	Director of Security (585) 637-1987 <a href="mailto:jeffrey.phillips@bcs1.org">jeffrey.phillips@bcs1.org</a>
Paulette Reddick	Coordinator of Inclusive Education (585) 637-1856 <a href="mailto:paulette.reddick@bcs1.org">paulette.reddick@bcs1.org</a>
Matthew Schultz	Director of Transportation (585) 637-1806 <a href="mailto:matthew.schultz@bcs1.org">matthew.schultz@bcs1.org</a>
Anthony Smith	Director of Technology (585) 637-1890 <a href="mailto:anthony.smith@bcs1.org">anthony.smith@bcs1.org</a>
Stacey Snyder	Director of Food Services (585) 637-1846 <a href="mailto:stacey.snyder@bcs1.org">stacey.snyder@bcs1.org</a>

## Table of Contents

Computer Networks and Electronic Devices .....	9
Dignity for All Students Act .....	11
Dignity Act Coordinator .....	12
Training .....	13
Reports and Investigations of Harassment, Bullying and Discrimination .....	14
Disciplinary Consequences and Remediation .....	14
Prohibition of Retaliatory Behavior .....	15
Dissemination, Monitoring, Review and Reporting .....	15
Discipline Codes .....	16
Discipline Procedures .....	18
Alcohol and Other Drug Violations .....	20
Dress Code .....	21
Drug, Alcohol and Tobacco Use .....	22
Educational Records .....	24
Equal Educational Opportunity Rights .....	25
Essential Partners .....	26
Visitors to Schools .....	27
Public Conduct at School Functions On or Off Property .....	27
Grievance Procedures for Students .....	30
Gun-Free and Weapons-Free Schools .....	32
Weapons and the Superintendent’s Actions .....	32
Out of School Suspension (Short-Term).....	33
Out of School Suspension (Long-Term) and Expulsion .....	34
Search, Seizure and Privacy.....	35
Student Rights and Responsibilities .....	36
Students with Disabilities – Programs and Services .....	37
Individuals with Disabilities Act (IDEA) .....	38
Section 504 of the Rehabilitation Act of 1973.....	38
Students with Disabilities – Discipline.....	38
Manifestation Determination Procedures .....	38
Supporting a Positive School Climate.....	41
Types of Restorative Practices/Approaches .....	42
Transportation .....	43
School Bus Conduct: Suspension .....	43

**Appendix**

I. Definitions ..... 44  
II. Frequently Asked Questions ..... 48  
III. School Safety and Educational Climate (SSEC) – Glossary ..... 49  
IV. Superintendent’s Hearing and Appeal Process ..... 55  
V. References ..... 55





# Computer Networks and Student Devices

## Board Policy 7300 (Student Use of Personal Technology)

**STUDENTS HAVE THE RIGHT TO** use designated computer resources owned by the Brockport Central School District for educational purposes. Students may use electronic devices as long as they do not interfere with instruction or other school activities.

New technologies are shifting the ways that information may be accessed, communicated and transferred. Those changes also offer the opportunity to enhance instruction and student learning.

Along with access to devices and the Internet comes the availability of materials that may not be considered appropriate in the classroom. Brockport Central School District uses an Internet filtering program to protect students from accessing materials that may not be considered appropriate in the classroom. Ultimately, school staff, parents and guardians of minors are responsible for setting and conveying the standards for students to follow when using media and information sources. Brockport Central School District supports and respects each family's right to decide whether or not to allow their child to access the Internet.

If the Internet is used by the teacher for direct classroom instruction and is under the teacher's control, the Acceptable Use Policy (AUP) is not necessary. Students using the Internet independently of the teacher must have an AUP on file.

### Rules and Responsibilities

**STUDENTS ARE RESPONSIBLE FOR** good behavior on school computer networks just as they are in a classroom or school hallway. General school rules for behavior and communications apply as outlined in the building student handbooks and the District Code of Conduct.

Internet access is provided for students to conduct research and communicate with others in relation to school work. Access to network services is given to students who agree to act in a considerate and responsible manner. Parent permission is required. Access is a privilege, not a right. Therefore, based upon the acceptable use guidelines outlined in this document, the District may deny access at any time and revoke or suspend specific user access based on violations of the rules and standards contained in this policy. The use of network resources must be in support of the academic expectations of Brockport Central Schools. Use of other organizations' networks or computing resources must comply with rules appropriate for that network.

Transmission of any material in violation of U.S. or state regulations including copyrighted, threatening, or obscene materials is prohibited. Use for commercial activities by for-profit organizations, product promotion, political lobbying, or illegal activities is strictly prohibited.

The user is expected to abide by the following network rules of etiquette. The user will:

- a) Engage in positive digital citizenship.
- b) Be respectful and polite and will not write or send abusive messages.
- c) Use appropriate language (swearing, use of vulgarities or any other inappropriate language is prohibited).
- d) Not transmit obscene materials or receive offensive messages or pictures from any source.
- e) Not reveal the personal address or phone number of themselves or others.
- f) Not communicate any credit card number, bank account number or any other financial information.
- g) Not assume that all electronic messages are private. People who operate the system do have access to all mail. Inappropriate messages can result in suspension of privileges.
- h) Not send messages inflammatory or derogatory toward any race, religion, culture, ethnic group, gender or sexual orientation.
- i) Not tamper with or copy school-owned software or load personal software onto school-owned computers.
- j) Not download non-educational software from the Internet.
- k) Not use the network in a way that would disrupt the use of the network by other users.
- l) Not commit acts of vandalism. Any malicious attempt to harm or destroy data of another user will not be tolerated. Any questionable action will result in the cancellation of user privileges.
- m) Not use school computers for unauthorized purposes.
- n) Confine printing to school-related materials.
- o) Not post personal web pages as part of the District's web site. All web pages for classes or extracurricular groups must be approved and in compliance with Board Policy #3180 District Web Site/Web Pages.
- p) Share their passwords or utilize another user's password.
- q) Not damage hardware or permanently alter the physical appearance of district issued devices.

### **Other Personal Electronic Devices**

Personal electronic devices (including but not limited to, cell/smart phones, tablets and personal computers) can greatly enhance an individual's safety, productivity, learning or entertainment. It is the responsibility of the user to use electronic devices in a responsible manner that does not disrupt the rights of others or in any way infringe upon the educational environment.

## Dignity for All Students Act

### Board Policy 7500

---

**YOU HAVE THE RIGHT TO** learn in a safe, inclusive, environment free of emotional, physical or cyber bullying, harassment or bias.

**YOU HAVE A RESPONSIBILITY TO** contribute to an inclusive school environment that is conducive for learning and is a place that feels safe and respectful for all. If it is safe to intervene as a helpful bystander (“upstander”) and/or report instances of bullying, harassment, hazing, etc. use the Bullying Reporting Form.

---

The Board of Education is committed to providing an educational and working environment that promotes respect, dignity and equality. The Board of Education recognizes that learning environments that are safe and supportive can increase student attendance and improve academic achievement. A student’s ability to learn and achieve high academic standards, and a school’s ability to educate students, is compromised by incidents of discrimination or harassment, including but not limited to bullying, taunting and intimidation. These behaviors interfere with the mission of the District to educate its students and disrupt the operation of the schools. Such behavior affects not only the students who are the targets, but also those individuals who participate in and witness such acts.

Therefore, in accordance with the Dignity for All Students Act, Education Law, Article 2, the District will strive to create an environment free of harassment, bullying and discrimination and will foster civility in the schools to prevent and prohibit conduct which is inconsistent with the District’s educational mission.

The District condemns and prohibits all forms of harassment, bullying and discrimination of students based on actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex by school employees or students on school property and at school-sponsored activities and events that take place at locations off school property. All administrators, faculty, staff, parents/caregivers, families, volunteers and students are expected to not tolerate harassment, hazing and bullying and to model behavior that is respectful and civil.

In addition, any act of harassment, bullying and discrimination outside of school sponsored events, which can reasonably be expected to materially and substantially disrupt the educational process may be subject to discipline. Off campus misconduct that endangers the health and safety of students or staff within the school, or can reasonably be expected to impact the educational process is also prohibited and will be addressed by the District. Examples of such misconduct include, but are not limited to cyberbullying.

Cyberbullying is defined as the creation of a hostile environment by conduct or by threats, intimidation or abuse through any form of electronic communication, that:

- a) has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical well-being;
- b) reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety;
- c) reasonably causes or would reasonably be expected to cause physical injury or emotional harm to a student or;
- d) occurs off school property and creates or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that the conduct, threats, intimidation, or abuse might reach school property.

Therefore, discrimination, harassment, hazing or bullying that takes place at locations outside of school grounds which can reasonably be expected to materially and substantially interfere with the requirements of appropriate conduct and order in the operation of the school or impinge on the rights of other students may be subject to disciplinary consequences.

### **Dignity Act Coordinator**

At least one employee at every school shall be designated as the Dignity Act Coordinator. All Dignity Act Coordinators will be thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender (identity or expression) and sex. The Board of Education shall appoint all Dignity Act Coordinators and share the names and contact information with all school personnel, students and parents/ persons in parental relation.

If a Dignity Act Coordinator vacates their position, another school employee shall immediately be designated for an interim appointment as Coordinator, pending approval from the Board of Education, within thirty days of the date the position was vacated. In the event a Coordinator is unable to perform the duties of the position for an extended period of time, another school employee shall immediately be designated for an interim appointment as Coordinator, pending return of the previous Coordinator to the position.

## Dignity Act Coordinators

<b>District-wide</b>	Jerilee DiLalla, Assistant Superintendent for Human Resources (585) 637-1813 <a href="mailto:jerilee.dilalla@bcs1.org">jerilee.dilalla@bcs1.org</a>
<b>Ginther School</b>	TBD (585) 637-1830
<b>Barclay School</b>	Alana Roberts, Assistant Principal (585) 637-1840 <a href="mailto:alana.roberts@bcs1.org">alana.roberts@bcs1.org</a>
<b>Fred W. Hill School</b>	Lauren Combo, Assistant Principal (585) 637-1850 <a href="mailto:lauren.combo@bcs1.org">lauren.combo@bcs1.org</a>
<b>Oliver Middle School</b>	Michelle Guerrieri, Assistant Principal (585) 637-1865 <a href="mailto:Michelle.guerrieri@bcs1.org">Michelle.guerrieri@bcs1.org</a>
<b>Brockport High School</b>	Michael Pincelli, Principal (585) 637-1877 <a href="mailto:michael.pincelli@bcs1.org">michael.pincelli@bcs1.org</a>
<b>Transportation Department</b>	Matthew Schultz, Director (585) 637-1880 <a href="mailto:matthew.schultz@bcs1.org">matthew.schultz@bcs1.org</a>

## Training

Training will be provided each school year for all District employees in conjunction with existing professional development training to raise staff awareness and sensitivity of harassment and discrimination directed at students that are committed by students or school employees on school property or at a school function. Training will include ways to promote a supportive school environment that is free from harassment, bullying and discrimination, emphasize positive relationships and demonstrate prevention and intervention techniques to assist employees in recognizing and responding to harassment, bullying and discrimination, as well as ensuring the safety of the victims.

Instruction in Pre-Kindergarten through Grade 12 shall include a component on civility, citizenship and character education. Such component shall instruct students on the principles of honesty, tolerance, personal responsibility, respect for others, observance of laws and rules, courtesy, dignity and other traits which will enhance the quality of their experiences in, and contributions to, the community. Such component shall include instruction of safe, responsible use of the Internet and electronic communications. For the purposes of this policy, “tolerance,” “respect for others” and “dignity” shall include awareness and sensitivity to harassment, bullying, discrimination and civility in the relations of people of different races, weights, national origins, ethnic groups, religions, religious practices, mental or physical abilities, sexual orientations, genders and sexes.

Rules against harassment, bullying and discrimination will be included in the Code of Conduct, publicized district-wide and disseminated to all staff and parents. An age-appropriate summary shall be distributed to all students at a school assembly at the beginning of each school year.

### **Reports and Investigations of Harassment, Bullying and Discrimination**

Although it can be difficult to come forward when faced with bullying, hazing or harassment, the District cannot effectively address inappropriate behaviors if incidents are not reported. Students who have been bullied, parents/caregivers whose children have been bullied or other students or staff members who observe bullying behavior are encouraged and expected to make a verbal and/or written complaint to any school personnel in accordance with the guidelines and training provided. The District will investigate complaints of harassment and discrimination, either formal or informal, and take prompt corrective measures, as necessary. Complaints will be investigated in accordance with applicable policies and regulations. If, after an appropriate investigation, the District finds that this policy has been violated, corrective action will be taken in accordance with district policies and regulations, the Code of Conduct and all appropriate federal or state laws.

The District will annually report verified material incidents of discrimination and harassment to the State Education Department as part of the School Safety and Educational Climate (SSEC) Reporting System.

**Disciplinary Consequences and Remediation** While the primary focus of this policy is prevention, acts of bullying, harassment or hazing may still occur and must be addressed. These acts may be student to student, and/or staff to student. (DASA does not protect staff to staff interactions.) After completing an investigation into acts of bullying, harassment or hazing, appropriate disciplinary action may be taken by the administration in accordance with the District’s Code of Conduct. If the behavior rises to the level of criminal activity, law enforcement will be contacted.

Consequences for a student who commits an act of bullying, harassment and/or hazing shall be unique to the individual incident and will vary in method and severity according to the nature of the behavior, the developmental age of the student and the student’s disciplinary history. All discipline will be consistent with the District’s Code of Conduct.



### **Prohibition of Retaliatory Behavior**

All complainants and those who participate in the investigation of a complaint in accordance with state law and district policies, who have acted reasonably and good faith, have the right to be free from retaliation of any kind.

Any person who has reasonable cause to suspect that a student has been subjected to harassment, bullying and discrimination by an employee or student, on school grounds or at a school function, who acts reasonably and in good faith and reports such information to school officials or law enforcement authorities, shall have immunity from any civil liability that may arise from making such report. The Board prohibits any retaliatory behavior directed at complainants, victims, witnesses and/or any other individuals who participated in the investigation of a complaint of discrimination or harassment.



### **Dissemination, Monitoring, Review and Reporting**

The policy shall be posted on the District's website. The District has adopted a reporting form that may be used to report any complaints regarding bullying, harassment or hazing under this policy. This form is accessible on the District's website and will be incorporated in the District's administrative regulations.

Each year, as part of the annual review of the Code of Conduct, this policy will be reviewed to assess its effectiveness and compliance with state and federal law. If changes are needed, revisions will be recommended to the Board for its consideration and approval.

Each year, the Board will be provided a detailed report of the number of bullying incidents that occur in the District and may consider further action, including but not limited to, modification of this policy and additional training for staff regarding the enforcement of this policy. Further, the District will ensure that the reporting of information to the public will be in a manner that complies with student privacy rights under the Family Educational Rights and Privacy Act.

## Discipline Codes

The following items are examples of violations of the discipline code for student behavior and will be addressed with disciplinary consequences and possible civil or criminal sanctions. The number in the parenthesis after certain items corresponds to the New York State Education Department's School and Safety Educational Climate (SSEC).

### 1. **Insubordination** (*examples include, but are not limited to*):

- 1.01 Failing to comply with lawful directions of a teacher, administrator or other school/district employee
- 1.02 Failure to comply with any school or district rule, regulation or policy
- 1.03 Being tardy to class without permission
- 1.04 Failure to attend class
- 1.05 Tardy to school
- 1.06 Leaving class without permission
- 1.07 Leaving school or school grounds without permission
- 1.08 Inappropriate attire/failure to comply with dress code
- 1.09 Failure to comply with Personal Electronic Device expectations

### 2. **Disorderly Conduct** (*examples include, but are not limited to*):

- 2.01 Inappropriate Language
- 2.02 Disturbing any lawful assembly or meeting
- 2.03 Misuse of Internet and other technologies as defined by Computer Network for Education Policy (or Violation of the Acceptable Use Policy)
- 2.03a Misuse of personal devices include the unlawful photographing and recording of students and staff or using/distributing another person's image without permission
- 2.04 Any willful and unsanctioned act that disrupts the normal operation of the school community
- 2.05 Destruction of Property
- 2.06 Vandalism
- 2.07 Forgery/Plagiarism
- 2.08 Cheating
- 2.09 Theft
- 2.10 Gambling
- 2.11 Lying to a staff member or school official
- 2.12 Any conduct violating federal, state or local law, rule or regulation, or district policy including, but not limited to, the District's policy on maintenance and enforcement of public order on school property

**3. Endangering Health, Welfare, Safety or Morals of Self/Others** (examples include, but are not limited to):

- 3.01a Creating a hazardous or physically offensive condition (e.g., horse play, rough housing) without injury
- 3.01b Creating a hazardous or physically offensive condition (e.g., horse play, rough housing) that results in physical injury
- 3.02a Altercation – Verbal
- 3.02b Altercation – Physical
- 3.03a Assault with physical injury
- 3.03b Assault with serious physical injury
- 3.04a Threats/Extortion – Excluding Cyberbullying (5a)
- 3.04b Threats/Extortion – Including Cyberbullying (5b)
- 3.05 Inciting other students to intimidate or to act with physical violence upon any other person
- 3.06 Promoting violence through verbal or electronic means
- 3.07 Selling, distributing, using or possessing tobacco, vaping e-cigarettes or a look-alike device
- 3.08 Selling, distributing, using or possessing alcohol (9)
- 3.09 Selling, distributing, using or possessing drugs including related paraphernalia, or of substances they believe to be or portray to be drugs, or substances that “act like” or mimic being under the influence of drugs or the inappropriate use, distribution or sale of prescription drugs (8)
- 3.10a All forms of verbal harassment/bullying including using profane, vulgar or abusive language against cultural, religious and ethnic groups and including that which promote homophobia, sexism or racism - Excluding Cyberbullying (5a) (DASA)
- 3.10b All forms of verbal harassment/bullying including using profane, vulgar or abusive language against cultural, religious and ethnic groups and including that which promote homophobia, sexism or racism - Cyberbullying (5b) (DASA)
- 3.11a All forms of physical harassment/bullying against cultural, religious and ethnic groups, and including that which promote homophobia, sexism or racism – excluding Cyberbullying (5a) (DASA)
- 3.11b All forms of physical harassment/bullying against cultural, religious and ethnic groups and including that which promote homophobia, sexism or racism – Cyberbullying (5b) (DASA)
- 3.12a Verbal Sexual Harassment - excluding Cyberbullying (5a) (DASA)
- 3.12b Verbal Sexual Harassment – Cyberbullying (5b) (DASA)
- 3.13 Physical Sexual Harassment (5a) (DASA)
- 3.14a Sexual Offenses – Forced (2a)

- 3.14b Sexual Offenses – Other (2b)
- 3.15 Selling, distributing, possessing or accessing obscene materials
- 3.16 Unsafe driving
- 3.17 Bomb threat, even if later determined to be a hoax (6)
- 3.18 False alarm (7)
- 3.19 Hazing
- 3.20 Arson – Deliberately starting a fire with intent to damage or destroy property
- 3.21a Selling, distributing, using or possessing weapons, destructive devices or other dangerous instruments; routine security checks (4a)
- 3.21b Selling, distributing, using or possessing weapons, destructive devices or other dangerous instruments; weapons possessed under other circumstances (4b)
- 3.22 Gang-related activity, including soliciting others for gang membership
- 3.23 Using hate speech through verbal, written or electronic means

### **Discipline Procedures**

The Superintendent and/or designate, including all building administrators and directors, are responsible for identifying student behavior in conflict with the responsibilities of the Student Conduct Code. To ensure the health, welfare and safety of all students, administrators will take measures that *may* include:

- Investigation of the incident(s) or infraction(s)
- Determine responsibility level(s)
- Assist students in making amends for their behavior
- Apply appropriate disciplinary measures

These measures may also include receiving counseling/advising, participation in 1-1 mediation or group mediation, reading assignment and reflective paper on a relevant topic, making a verbal or written apology, entering into a behavioral agreement, providing community service to the school, cleaning up or restitution for damages. These consequences increase the student's awareness of their personal responsibility and develop empathy for the affected person(s). Restorative justice measures often require agreement of the offender and/or the harmed person(s) and may be used alongside traditional disciplinary measures when the student is amenable to participating in this process.

Teachers may also impose certain forms of disciplinary action and restorative justice, including the removal of a student causing substantial disruption from their classroom. Principals may impose all of these forms of disciplinary action and restorative justice, except for suspension from Commencement, long-term suspension (more than five days) and permanent suspension from school.

Except in extreme situations, the Principal, Assistant Principal or teacher may require that a student in violation of their responsibilities attend a conference before disciplinary action is decided. A conference intended for the purpose of considering suspension may also be held. Depending upon the nature of the offense, other persons involved, including parents, may be asked to attend the conference. In general, teachers and principals will keep parents advised of discipline problems with their children long before they reach the truly serious stage.

A consequence is the result or direct effect of an action. There is a range of consequences that administrators and teachers may utilize as a result of a student's action. The range of disciplinary consequences includes, but is not limited to:

- Verbal or written warnings
- Reprimand
- Verbal or written notification to parent/guardian
- Time-out or cool-off room
- Detention, staying after school
- Loss of privileges, such as losing recess
- Cleaning up
- Payment of damages and/or repairing damages
- Removal or ban from:
  - Classroom
  - Other privileges, including, but not limited to, computer network use
  - Co-curricular, social or extracurricular activities
  - Athletic participation
- Suspension, to include:
  - In-school suspension
  - Short-term suspension (up to 5 full days) with alternative instruction
  - Short-term suspension from school (up to 5 full school days)
  - Long-term suspension from school (more than 5 full school days)
  - Short-term, long-term or expulsion from transportation
  - Permanent suspension (expulsion) from school
- Referral to:
  - PINS (Person in Need of Supervision) proceeding, for repeated, incorrigible behavior
  - Law Enforcement
  - Presentment Agency or other Social Services

### **STANDARDIZED CONSEQUENCES**

Violations may warrant more than the minimum consequences stated here. Project SAVE legislation requires that each district state the absolute minimum of consequences for violent behaviors and then “build” from that baseline. Standardized consequences for elementary students will be adjusted by the principal as developmentally appropriate to the age of the child.

**Disruptive acts:** minimum one full school day of out-of-school suspension for a student who:

- Commits an act of violence against another student or any person lawfully or unlawfully upon district property (based upon the severity of the injury)
- Knowingly and intentionally damages or destroys the personal property of a teacher, administrator, other district employee, or any person
- Knowingly and intentionally damages or destroys school property (based upon the severity of the damage).

**Violent acts:** minimum five full school days out-of-school suspension for a student who:

- Commits an act of violence against another student or any person lawfully or unlawfully on district property and/or district sponsored activities (based upon the severity of the injury).
- Possesses or displays a gun, knife, explosive or incendiary bomb or other dangerous weapon
- Threatens to use, as a weapon, any instrument that appears capable of causing physical injury or death

The Superintendent and/or designee must refer any student under the age of sixteen who has brought a weapon to school to the Presentment Agency (County Attorney's Office) for a juvenile delinquency proceeding. The Superintendent or designee must refer any student 16 years of age or older, or a student 14 or 15 years of age who qualified for juvenile offender status, who has brought a weapon to school, to appropriate law enforcement.

***For additional information, see the Procedures for Discipline of Students with Disabilities section.***

### **Alcohol and Other Drug Violations**

Violations of policy regarding alcohol, drugs, drug paraphernalia and/or prescription drugs generally will carry the following consequences:

- Suspension from school for five days
- Suspension from extra-curricular activities including athletics for 30 days
- Notification of parent/guardian
- Notification of law enforcement

---

*The District will assist students involved with alcohol or other substances in choosing healthier and more productive behaviors and will provide information about third-party service providers to help students with substance abuse problems.*

---



## Dress Code

### Student Dress Code for All Students K-12

The responsibility for the dress and appearance of students shall rest with individual students and parent/guardian. They have the right to determine how the student shall dress, provided that such attire is not destructive to school property, complies with requirements for health and safety, does not interfere with the educational process or impinge upon the rights of others. No manner of grooming or apparel (including clothing, jewelry, hats, emblems, insignia, symbols or badges) including, but not limited to items that are vulgar, obscene, libelous or denigrates others on the account of race, color, religion, ancestry, national origin, sex, sexual orientation, disability or any other protected category will be permitted in school buildings, school grounds, buses or at school activities on or off district property. The administration is authorized to take action in instances where individual dress does not meet stated requirements.

While the school administration may require students participating in physical education classes to wear certain types of clothing such as sneakers, socks, shorts or tee shirts, they may not prescribe a specific brand that students must buy.

This does not mean that student, faculty or parent groups may not recommend appropriate dress for school or special occasions. It means that a student shall not be prevented from attending school or a school function, or otherwise be discriminated against, so long as their dress and appearance meet the above requirements.



## **Drug, Alcohol and Tobacco Use**

Board Policy 7320 (Alcohol, Tobacco, Drugs and Other Substances)

---

**STUDENTS HAVE THE RIGHT TO** a safe and drug-free school environment.

**STUDENTS HAVE A RESPONSIBILITY** to contribute to a safe environment and give their best effort without compromising either by using alcohol or drugs. Students also have a responsibility to think about the impact of substances that they put in their body and to be aware of the impact.

---

No student shall use, possess, sell or distribute alcohol and/or other substances on school grounds, at school- sponsored events or on a bus. No student shall use or possess drug paraphernalia or be under the influence of drugs or alcohol on school grounds or at school- sponsored events.

The term “alcohol and/or other substances” includes, but is not limited to, alcohol, nicotine, inhalants, vaping, marijuana, other illegal drugs, look-alikes and any of the substances commonly referred to as “designer drugs.” The inappropriate use, possession, sale or distribution of prescription and over-the-counter drugs is also prohibited.

Students who violate this policy will be suspended immediately from school in accordance with Education Law and Code of Conduct.

### **What happens when students are suspected of using (or being under the influence of) alcohol or other substances?**

During the school day, the student is sent to an administrator’s office and for the health, welfare and safety of the student and others, the following actions *may* include:

- An administrator speaks with and assesses the student
- Search
- The school nurse speaks with and assesses the student
- Parents/guardians are notified
- Local law enforcement is contacted
- Local emergency personnel are contacted

If it is determined the student has consumed alcohol, drugs or other impermissible substances, when parents/guardians are notified, they must pick up the student.

At school events or on school grounds after school hours, an administrator attending the event will determine if alcohol, drugs or other impermissible substance use is involved. If so, the administrator notifies the parent/guardian and local law enforcement if deemed necessary.

**What if the person involved with alcohol or drugs is not a student?**

All people are prohibited from school grounds or school-sponsored events if they exhibit behavior, conduct or personal characteristics that indicate they used or consumed alcohol and/or other impermissible substances or if they sell, distribute or possess alcohol and/or other impermissible substances.

**Does the District offer any help to those involved with alcohol or substance use?**

The District will assist students and staff involved with alcohol or other substances. The District offers a program entitled the Student Assistance Program (SAP). This program for students brings together school, community, family and the youth in a working partnership. They offer assistance to students currently experiencing problems or those at risk for problems. The SAP is designed to help students succeed in the school setting and break down barriers to learning, allowing students to successfully complete their education.

**What about prescription and over-the-counter medicine?**

Prescription and over the counter medications that need to be administered during school hours must be accompanied by written authorization from parent/guardian and the child’s attending physician. Parents or caregivers must deliver the medication to the nurse’s office.

**Medication cannot be sent in with a child.**  
You are encouraged to contact your child’s school nurse with any questions.

**Alcohol and other drug violations:**

Violations of policy regarding alcohol, drugs, drug paraphernalia, “look alike” drugs and/or prescription drugs generally carry the following consequences:

- Suspension from school for a minimum of five days
- Notification of parent/guardian
- Notification of law enforcement

**Tobacco Use**

The Brockport Central School District is a tobacco-free environment. The District recognizes its responsibility to promote the health, welfare and safety of students, staff and others on school property and at school sponsored activities.

No person is permitted to use or sell tobacco products (including but not limited to cigarettes, e-cigarettes, cigars, any smoking device, vaping, pipes, bidis, clove cigarettes, dip, chew, snus, snuff and any other spit or smoking tobacco product) in any way, at any time, including non-school hours, on District property, grounds or in District vehicles. In addition, no student shall use, possess, sell or distribute tobacco products at school sponsored events.

Tobacco advertising is not allowed on school property, grounds, at any school sponsored off-campus event or in any school sponsored publications.

Students and/or staff found in violation of this policy may be given the opportunity to participate in tobacco prevention and cessation programs.

Signs communicating this policy are prominently posted and properly maintained in all building entrances, grounds and vehicles. The Brockport Central School District annually notifies students, parents/guardians and staff of the tobacco-free policy.

## Educational Records

### Board Policy 7240 (Student Records: Access and Challenge)

#### 1. General

The District maintains certain records on each of its students. In general, these records contain progress reports, attendance records, grades, intelligence quotient assessment results, tests, achievement scores, medical records, athletic records, disciplinary records and other forms of academic evaluation of students by educators. Psychological and psychiatric reports are confidential and are kept in separate files.



FERPA and provisions in the No Child Left Behind Act (NCLB) give the 18-year-old student and both parents/guardians of younger students (unless prohibited by state law, court order or binding legal agreement) the right to:

- Inspect and review any and all official records, files and other data directly related to the student
- Receive a list of individuals having access to these records
- Ask for an explanation of any item in the records
- Ask for an amendment to any record on the grounds that it is inaccurate, misleading or in violation of the privacy of the student and provide the basis for such belief
- Obtain a hearing if the school determines not to make the amendment
- The District may disclose education records without prior consent in other circumstances permitted by FERPA and NCLB

## 2. Disclosure

Records of each student are kept confidential with certain exceptions including, but not limited to, under court orders, for health and safety emergencies under the law and when certain persons need to know for the furtherance of the student's education, such as a meeting of the Committee on Special Education.

However, the District may release, without prior consent, "directory information" for each student, which includes the student's:

- name, address, telephone number
- date and place of birth, age
- school currently attending
- grade level
- participation in officially recognized activities and sports
- weight, if the student is a member of an athletic team
- height, if the student is a member of an athletic team
- dates of attendance
- degrees and awards received
- most recent previous educational institution attended

Under FERPA and the NCLB regulations regarding information disclosed to military recruiters, opportunity shall be given annually for parents/guardians or eligible students to notify the school principal that some or all of this information is not to be released without prior consent. This letter is mailed to families in August of each year.

Parents/guardians or students objecting to the release of some or all of this information without prior consent must "opt-out." They may opt-out by annually notifying the building principal in writing by the last school day of September, identifying the types of directory information to be withheld from release. The annual notification must be received by the building principal by close of business on September 30, unless September 30 falls on a weekend or holiday, in which case the deadline will be extended to the close of business of the next school day.

### **Equal Educational Opportunity Rights**

All students shall have equal educational opportunities regardless of actual or perceived race, gender, color, creed, religion, national origin, age, disability, economic status, sexual orientation, gender identity and expression, marital status and/or other legally protected classification, status or characteristic. The District will allow access to activities as is required by local, state or federal law, except as otherwise provided by law or regulation. This District policy follows the requirements of Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and Tompkins County Local Law Chapter 92-5.

## Essential Partners

Essential partners shall be role models of respectful behavior as they interact with all students. The roles of essential partners are further elaborated in this section.

### A. Teachers shall:

1. maintain appropriate student behavior and a climate of mutual respect and dignity in their classrooms and throughout their schools at all times. Classrooms and schools should be so managed that at all times the objectives of training for self-discipline, individual responsibility and favorable climate for learning will be realized;
2. exhaust all possibilities and resources available to them for a solution when a discipline problem occurs. This means that, in most cases, there will be at least one or more private conferences between the teacher, the student and the parents/guardians to attempt to resolve the problem. If this is unsuccessful, teachers need to seek further assistance from the administration and/or counseling staff of the school;
3. contact and involve the parents/guardians as soon as possible in the resolution of a problem;
4. detain students after school for a conference and assistance when appropriate. Such a detention may be scheduled for the day following the infraction so that the teacher can inform the parents/guardians and arrangements can be made for transportation;
5. know school policies and rules and enforce them in a fair and consistent manner;
6. provide instructional materials for suspended students upon request and for students with an approved medical excuse from classes; and
7. work with students to understand their behavior and to reinforce appropriate behavior.

### B. Counselors and Psychologists shall:

1. work with teachers and administrators to involve the parents/guardians in the resolution of a problem;
2. work as part of a multidisciplinary team with parents/guardians and students to develop Response to Intervention Plans designed to help students to be more successful in school; and
3. provide short-term individual and group counseling and/or make appropriate referrals to outside agencies.

### C. Administrators shall:

1. promote a safe, orderly and stimulating school environment, supporting active teaching and learning;
2. enforce the laws, policies, this Code of Conduct and regulations to ensure appropriate student behavior and a conducive educational climate;
3. contact and involve parents/guardians in the resolution of a problem;
4. conduct parent conferences;
5. work with students to improve their behavior and, when appropriate, refer them to the appropriate support personnel for additional assistance; and
6. work with teachers, counselors, other staff members, parents/guardians and students to attempt to elicit the root cause of inappropriate behavior and collaboratively develop plans to address both the symptoms and root causes of discipline problems.



**D. Other School Staff shall:**

1. deal with all students in alignment with the District’s Core Beliefs (see inside front cover);
2. uphold the Code of Conduct; and
3. report violations to school authorities.

**E. Parents/Guardians shall:**

1. confer and cooperate with district personnel in working toward solutions to problems;
2. know the District Code of Conduct and expect compliance from their children; and
3. seek out-of-school help (medical, counseling and parenting) when necessary.

**Visitors to the Schools**

All visitors are required to report to the main office upon arrival at school and state their business. Visitations to classrooms for any purpose require permission in advance from the building principal. The building principal may deny requests to visit if the purpose of the visit is deemed inappropriate, disruptive or interferes with staff or student supervision.

Student visitors from other schools, unless they have a specific reason and prior approval of the Superintendent or designee, are not permitted to enter school buildings. New students accompanied by parents/guardians and escorted by staff are always welcome.

Visits to school buildings are to be in accordance with Board policy and this Code of Conduct. A violation of the visitation policy and/or the Code of Conduct will be prosecuted pursuant to New York State law.

**Electronic Visitor Management System**

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

**Public Conduct at School Functions on or off School Property**

The District is committed to providing an orderly, respectful environment that is conducive to learning. To create and maintain this kind of an environment, it is necessary to regulate public conduct on school property and at school functions. For purposes of this section of the code, “public” shall mean all persons when on school property or attending a school function including students, parents/guardians and/or district personnel.

The restrictions on public conduct on school property and at school functions contained in this code are not intended to limit freedom of speech or peaceful assembly. The District recognizes that free inquiry and free expression are indispensable to the objectives of the District. The purpose of this code is to maintain public order and prevent abuse of the rights of others.

All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner. In addition, all persons on school property or attending a school function are expected to be properly attired for the purpose they are on school property.

### **A. Prohibited Conduct**

No person, either alone or with others, shall;

1. intentionally injure any person or threaten to do so;
2. intentionally damage or destroy district property or the personal property of a teacher, administrator other district employee or any person lawfully on school property, including graffiti or arson;
3. disrupt the orderly conduct of classes, school programs or other school activities;
4. distribute or wear materials on school grounds or at school functions that are obscene, advocate illegal action, appear libelous, obstruct the rights of others or are disruptive to the school program;
5. intimidate, harass or discriminate against any person on the basis of a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, age, gender or sex;
6. enter any portion of the school premises without authorization or remain in any building or facility after it is normally closed;
7. obstruct the free movement of any person in any place to which this code applies;
8. violate the traffic laws, parking regulations or other restrictions on vehicles;
9. possess, consume, sell, distribute or exchange alcoholic substances (including powdered alcohol), controlled or illegal substances or related paraphernalia or be under the influence of either an alcoholic or illegal substance on school property or at a school function. "Illegal substances" include, but are not limited to, inhalants, marijuana, cocaine, LSD, PCP, heroin, amphetamines, steroids, look-alike drugs, synthetic marijuana and all substances that produce a marijuana-like high including herbal incense and bath salts and any substances commonly referred to as "designer drugs;"
10. smoke cigarettes, cigars, e-cigarettes, vaporizers or use other forms of tobacco;
11. possess or use weapons in or on school property or at a school function, except in the case of law enforcement officers or except as specifically authorized by the District;
12. loiter on or about school property;
13. gamble on school property or at school functions;
14. refuse to comply with any reasonable order of identifiable district officials performing their duties;
15. willfully incite others to commit any of the acts prohibited by this code; or
16. violate any federal or state statute, local ordinance or Board policy while on school property or while at a school function.

## B. Penalties

Persons who violate this code shall be subject to penalties.

1. **Visitors:** their authorization, if any, to remain on school grounds or at the school function shall be withdrawn and they shall be directed to leave the premises. If they refuse to leave, they shall be subject to ejection.
2. **Students:** they shall be subject to disciplinary action as the facts may warrant, in accordance with the due process requirements.
3. **Tenured faculty members:** they shall be subject to disciplinary action as the facts may warrant, in accordance with Education Law §3020-a or any other legal rights that they may have.
4. **Staff members in the classified service of the civil service entitled to the protection of Civil Service Law §75:** they shall be subject to immediate ejection and to disciplinary action as the facts may warrant, in accordance with Civil Service Law §75 or any other legal rights that they may have.
5. **Staff members other than those described in subdivisions 3 and 4:** they shall be subject to warning, reprimand, suspension or dismissal as the facts may warrant, in accordance with any legal rights they may have.

## C. Enforcement

The building principal and/or designee shall be responsible for enforcing the conduct required by this Code. When the building principal or designee sees an individual engaged in prohibited conduct which, in their judgment, does not pose any immediate threat of injury to persons or property, the principal or designee shall tell the individual that the conduct is prohibited and attempt to persuade the individual to stop. The principal or designee shall also warn the individual of the consequences for failing to stop. If the person refuses to stop engaging in the prohibited conduct, or if the person's conduct poses an immediate threat of injury to persons or property, the principal or designee shall have the individual removed immediately from school property or the school function. If necessary, local law enforcement authorities will be contacted to assist in removing the person. In accordance with the Dignity for All Students Act, the District will take necessary steps to address matters related to discrimination and/or harassment of students.

Should you have questions/concerns related to suspected discrimination and/or harassment of students or wish to make a report, please contact the respective principal who serves as the Dignity Act Coordinator for that building. The District may initiate disciplinary action against any student or staff member, as appropriate, with the "Penalties" section above. In addition, the District reserves its right to pursue a civil or criminal legal action against any person violating the Code.

## Grievance Procedures for Students

Students have a right to dispute the actions of a staff member or of the District in regard to their individual rights. The District intends to resolve the matter at the earliest possible stage while ensuring that the rights and integrity of all concerned are protected.

Students who feel one or more of their individual rights have been violated may follow established procedures to address their concerns. Generally, the first place to seek information is from a teacher, a school counselor, school social worker or principal. Students who feel they have not received a satisfactory resolution at this level may seek a solution through formal procedures (e.g., the Student Grievance Procedure). Students and parents/guardians may also have recourse to the Commissioner of Education, certain federal and other state agencies and/or a court of law. Parents/guardians may be involved at any level of a grievance and have the same rights as the student.

### Definitions

Grievance. A claim by any student based on any event affecting his or her rights including equal opportunity rights, which will be handled according to this procedure. (Claims of harassment will be handled by the Harassment Reporting and Response Procedures.)

Student Advocate: Any adult of the student's choice who agrees to see that the student's rights are protected throughout the grievance process. Students may have an advocate present at all steps of the grievance procedure. (The Superintendent's Hearing process follows a different procedure.)

Parents/Guardians: Either or both parents, legal guardian(s) or person(s) in parental relation to the aggrieved student.

### The aggrieved student has the right to:

- State the grievance orally and/or in writing
- Be notified of the progress of the case at each step of the way
- Ask questions of witnesses who present testimony at the hearing level
- Be furnished copies of official records that may be kept of the proceedings

### Time Limits

A student must start a grievance within 10 school days of the time they know of, or should have known of, the act or condition that is the subject of the grievance. A student may start a grievance at Step 1, either individually or by asking for assistance from an advocate of the student's choice.

## Grievance Procedure Steps

**Step 1:** The aggrieved student (with an advocate, if desired) should discuss the situation with the staff member involved. If the student is not satisfied with the response, they may move to Step 2 within two school days of this meeting.

**Step 2:** The student should discuss the matter with his or her school counselor or the assistant principal or principal. The counselor or administrator will respond to this discussion within two school days unless all parties have agreed upon a specific request for more time. If the student is not satisfied with this response, the student may move to **Step 3** within five school days of receipt of the decision.

**Step 3:** The student should file a written appeal with the principal. This must include the student's name, a statement of the particular problem, the identity of the people involved, the time, place and circumstances of the events or conditions that led to the grievance and a statement of the action the student wants in order to correct the situation.

Within five school days of receipt of this written appeal, the principal or representative will hold a hearing with the student and others involved. Within two school days of the conclusion of this hearing the principal will provide a decision in writing to the student. If the student is not satisfied with this response, they may move to **Step 4** within five school days of receipt of the decision.

**Step 4:** The student should file a written appeal with the Superintendent or designee. This written appeal should follow the same form as for **Step 3**. The Superintendent will consider the written appeal, the record of the matter created in the prior steps and any other information required at the Superintendent's discretion and shall render a written determination to the student within 10 school days. The Superintendent's decision (except in cases of suspension from school and cases of Equal Opportunity grievances) is final.

**Step 5:** In cases regarding equal education opportunity, if the student still feels aggrieved, they may carry the appeal in writing to the Board within 30 school days.



## **Gun-Free and Weapons-Free Schools**

### **Board Policy 7360 (Weapons in School and the Gun-Free Schools Act)**

No student may bring in or possess any "firearm" or "weapon" on district property, on a school bus or district vehicle, in district buildings, or at district sponsored activities or settings under the control or supervision of the District, regardless of location. Any student who has been found guilty of bringing in or possessing a firearm or weapon in violation of this policy will be disciplined in a manner consistent with state and federal law and the District's Code of Conduct. Such discipline may include a mandatory suspension for a period of not less than one calendar year for a student who is determined to have violated the Federal Gun-Free Schools Act and its implementing provisions in the New York State Education Law, provided that the Superintendent may modify the suspension requirement on a case-by-case basis.

Students who violate this policy will be referred by the Superintendent to either a presentment agency (the agency or authority responsible for presenting a juvenile delinquency proceeding) or to appropriate law enforcement officials as dictated by law.

For the purposes of this policy, the term "weapon" will be as defined in 18 USC 930(g)(2). For the purposes of this policy, the term "firearm" will be as defined in 18 USC 921(a).

This policy does not diminish the authority of the Board of Education to offer courses in instruction in the safe use of firearms pursuant to Education Law Section 809-a.

## **Weapons and the Superintendent's Actions**

### **Board Policy 7360 (Weapons in School and the Gun-Free Schools Act)**

Pursuant to the Federal Gun-Free Schools Act of 1994, any student found guilty at a Superintendent's Hearing of bringing a firearm onto school property or of having a firearm in their possession on school property, will be subject to at least a one-year suspension from school, subject to review on a case-by-case basis by the Superintendent.

The Superintendent or designee must refer any student under the age of sixteen who has brought a weapon to school to the Presentment Agency (County Attorney's Office) for a juvenile delinquency proceeding. The Superintendent or designee must refer any student sixteen years of age or older, or a student fourteen or fifteen years of age who qualified for juvenile offender status, who has brought a weapon to school, to appropriate law enforcement officials.



## Out of School Suspension (Short-Term)

### Board Policy 7314 (Suspension of Students)

The Superintendent and principals (or in the absence of a principal, acting principals) have the authority to order a suspension of students from school for up to five days. In doing so, they must give the student oral or written notice of the charges against him or her and give the student an opportunity to present their side of the case. However, students whose presence poses a danger to persons or property may be immediately removed from the school.

When the Superintendent or the principal (the "suspending authority") proposes to suspend a student for five school days or less, the suspending authority shall provide the student with **notice** of the charged misconduct. If the student denies the misconduct, the suspending authority shall provide an **explanation** of the basis for the suspension.

When suspension of a student for a period of five school days or less is proposed, administration shall also immediately notify the parent/guardian in writing that the student may be suspended from school. Written notice shall be provided by personal delivery, express mail delivery, email or equivalent means reasonably calculated to assure receipt of such notice within twenty-four hours of the decision to propose suspension at the last known address or addresses of the parent(s)/guardian. Where possible, notification shall also be provided by telephone if the school has been provided with a telephone number(s) for the purpose of contacting parent/guardian.

The notice shall provide a description of the incident(s) for which suspension is proposed and shall inform the student and the parent/person in parental relation of their right to request an immediate informal conference with the principal in accordance with the provisions of Education Law Section 3214(3)(b). Both the notice and the informal conference shall be in the dominant language or mode of communication used by the parents/persons in parental relation. At the informal conference, the student and/or parent/person in parental relation shall be authorized to present the student's version of the event and to ask questions of the complaining witnesses.

The notice and opportunity for informal conference shall take place **prior to** suspension of the student unless the student's presence in the school poses a continuing danger to persons or property or an ongoing threat of disruption to the academic process, in which case the notice and opportunity for an informal conference shall take place as soon after the suspension as is reasonably practical.

Teachers shall immediately report or refer a violent student to the principal or Superintendent for a violation of the District's Code of Conduct.

## **Out of School Suspension (Long-Term) and Expulsion**

### **Board Policy 7314 (Suspension of Students)**

The Superintendent has the authority to suspend a student from school for more than five days. Principals may recommend such disciplinary action to the Superintendent by submitting a written history of the case and the reasons for the recommendation.

No student may be suspended from school for more than five days unless the student and their parents/guardians have been afforded the opportunity for a fair hearing, upon reasonable notice, where the student has the right to be represented by counsel, to present witnesses and other evidence on their behalf and to question adverse witnesses. Long-term school suspension hearings will be conducted in accordance with the provisions of the New York State Education Law, Section 3214(3), and the notice of such hearings should advise the student of the rights afforded him or her pursuant to this law.

The hearing ordinarily must take place within the initial five-day suspension period. If the hearing cannot reasonably occur during the initial five-day suspension period, then the hearing can occur at a later date, if the parent/guardian writes a letter agreeing for their child to remain out of school until the hearing can be scheduled at a mutually agreeable time. The principal or assistant principal is considered the “investigating officer” for the hearing. This is an impartial hearing that entitles each student to due process.

Individuals who testify are to be administered an oath requiring them to acknowledge that they must tell the truth, under penalty of perjury and/or further school disciplinary consequences. Testimony of the “facts of the case” is taken and recorded on an audio recording device.

There are two phases to a hearing. The first phase determines, based upon the evidence, whether the behavior actually occurred. The second phase determines the consequences, if actual guilt is determined. At this point in the hearing (consequence phase), the student’s previous disciplinary records are entered and the student and others have the opportunity to speak on the student’s behalf.

If the student is a special education student, a manifestation determination hearing (see “Discipline and Students with Disabilities”) takes place between the two phases.

After the hearing, the hearing officer makes a recommendation to the Superintendent. The Superintendent reviews the facts and renders a final written determination. The principal or assistant principal notifies the family by phone of the Superintendent’s determination.

Infractions of the drug-free and weapons-free policies warrant an immediate five days out-of-school suspension and referral to a Superintendent's Hearing. Any other referrals to the Superintendent for disciplinary action must be preceded by a five-day out-of-school suspension.

Following the hearing, the Superintendent will determine the length of the school suspension, if any, and if the Superintendent determines that the facts and circumstances justify such action, the student may be expelled (permanently suspended).

When the school suspension is based, in whole or in part, upon the student's possession of any firearm, rifle, shotgun, dagger, dangerous knife, dirk, razor, stiletto or any of the instruments specified in Penal Law Section 265.01(1), the hearing officer or Superintendent will be allowed to consider the weapon as evidence, notwithstanding a determination by a court that the recovery of the weapon was the result of an unlawful search or seizure.

A student suspended from school for more than five consecutive school days may be reinstated by the Superintendent or the Superintendent's designee after the stipulations and consequences resulting from the Superintendent's Hearing have been met and documented. The principal or designee may require a meeting with the student prior to reinstatement following out-of-school suspension, but cannot require students who have served their suspensions to attend a re-admission conference.

## **Search, Seizure and Student Privacy Rights**

### **Board Policy 7330 (Searches, Interrogations and Investigations)**

Searches must be reasonable in scope and a level of intrusiveness commensurate with the seriousness of the infraction of school rules or violation of the law for which evidence is sought.

A student may be searched and prohibited items seized on district grounds, a school bus or at a District sponsored event by an authorized district official only with reasonable suspicion that the student has engaged in, or is engaging in, activity which is in violation of the law and/or Code of Conduct.



## Students' Rights and Responsibilities

Administrators, teachers and staff of the Brockport Central School District support our students in becoming successful citizens. We acknowledge your right as a learner to an education and recognize your responsibility to respectfully contribute to our school community and global society.

### Rights

- You have the **right** to have established rules and policies available and clearly explained to you and to have these applied in a fair and consistent manner.
- You have the **right** to identify and express your gender identity freely without fear of being harassed, bullied, excluded or treated in a biased fashion.
- You have the **right** to expect all students and staff to be vocal advocates should they witness you not being treated respectfully or safely.
- You have the **right** to attend school.
- You have the **right** to have an enriching and appropriately challenging educational experience that recognizes and supports your individual learning needs, personality and talents.
- You have the **right** to learn in a safe, inclusive environment free of bullying (emotional, physical, cyber bullying, harassment or bias).
- You have the **right** to attend sanctioned school sponsored activities or events.
- You have the **right** to dress according to your own individual sense of style and personality (in accordance with the established Student Dress Code).
- You have the **right** to be taught by highly committed, communicative and caring professional educators and to have objectives and expectations clearly explained for all aspects of the school's curriculum including, but not limited to, grading policies and assignment due dates.
- You have the **right** to have your personal identity respected including your family culture, language and values.
- You have the **right** to seek and expect guidance and support for your academic and emotional needs.

### Responsibilities

- You have a **responsibility** to learn about issues of difference and commit to fostering an inclusive school culture.
- You have the **responsibility** to treat others in a respectful and inclusive manner.
- You have a **responsibility** to speak-up and act when you see or are aware of injustice or inappropriate behavior toward others or the school.
- You have a **responsibility** to attend school unless you are legally excused and to be in class on time, fully prepared to engage as an active learner.
- You have a **responsibility** to be familiar with and abide by all District policies, rules and regulations dealing with student conduct expectations.
- You have a **responsibility** to give your best effort in all your academic and co-curricular pursuits and strive toward the highest level of achievement.

- You have a **responsibility** to develop the skills that allow you to appropriately advocate for your learning needs.
- You have the **responsibility** to solicit help in mediating and solving problems.
- You have a **responsibility** to dress appropriately for school and related functions (in accordance with the established Student Dress Code).
- You have the **responsibility** to conduct yourself as a respectful representative of the Brockport Central School District when attending and participating in any school-sponsored activity or event and to do so to the highest standard of decorum.
- You have a **responsibility** to contribute to ensuring the school environment is conducive for learning and is a place that feels safe and respectful for all.



## Students with Disabilities - Programs and Services

### Board Policy 7611 (Students with Disabilities)

#### General Information

The Brockport Central School District does not discriminate on the basis of disability in its programs and practices for personnel and students.

A student with a disability is a student who has been identified in one or more of the following ways, in regard to abilities (defined by the NYS Education Department):

- |                          |  |
|--------------------------|--|
| a. emotionally disturbed | i. multiply disabled                     |
| b. learning disabled     | j. orthopedically impaired               |
| c. speech impaired       | k. autistic                              |
| d. deaf                  | l. suffering from traumatic brain injury |
| e. deaf-blind            | m. developmentally delayed               |
| f. hard of hearing       |  |
| g. visually impaired     |  |
| h. other health impaired |  |

If a staff member thinks a student may have a disability that impacts the student's learning, the staff member refers the student to the Committee on Special Education for assessment and, if determined to have a disability, for classification and for development of an individualized education plan after application of appropriate Response to Intervention strategies.

Students or parents who believe they are entitled to services under the provisions of these laws should contact their principal or the Director of Special Education.

## **Individuals with Disabilities Education Act (IDEA)**

Federal and state laws require the District to provide to all students who have not attained the age of 21 prior to September 1 and who have not received a high school diploma a free and appropriate public education, regardless of the nature or severity of the person's disability. Students with disabilities and their parents are guaranteed the right of the following:

- an individualized education program (IEP) established by the District for each student with a disability at the beginning of each school year and periodically reviewed for appropriateness
- parental review of records about the child's placement
- written notice to parents of changes in program or placement
- independent evaluation of the child, if parents disagree with the school district evaluation
- an opportunity to appeal program or placement decisions
- nondiscriminatory tests or procedures to place students
- the receipt of education along with non-disabled students whenever appropriate
- a free education in private schools that have special education programs approved by the NYS Education Department, if the student has been placed in private programs by the Brockport Central School District because the District cannot provide the services the students need.

## **Section 504 of the Rehabilitation Act of 1973**

Section 504 is a federal civil rights statute that prohibits discrimination against persons with disabilities in programs receiving federal financial assistance. The Act protects individuals with disabilities who:

- have a physical or mental impairment that substantially limits one or more of the major life activities of such individuals (e.g., caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working)
- have a record of such an impairment
- are regarded as having such an impairment

## **Students with Disabilities – Discipline**

### **Manifestation Determination Procedures**

Students with disabilities are expected to follow the Student Conduct Code. However, if a student with a disability violates the Code of Conduct and is being considered for a suspension or removal that constitutes a disciplinary change of placement (i.e., removal for more than 10 consecutive days or a series of removals that in the aggregate total more than 10 school days within one school year) the District must conduct a manifestation determination, to determine:

- if the conduct in question was caused by or had a direct and substantial relationship to the student's disability
- if the conduct in question was the direct result of the school District's failure to implement the IEP



The student's parent/guardian must receive written notification before any manifestation team meeting to ensure that the parent has an opportunity to attend. The notification must inform the parent of:

- The purpose of the meeting
- The names of the individuals expected to attend
- Their rights to have relevant members of the Committee on Special Education participate at the parent's/guardian's request

The manifestation team must review all relevant information in the student's file including:

- The student's IEP
- Any teacher observations
- Any relevant information provided by the parent/guardian

### **Manifestation Determination Outcomes**

If the manifestation team determines that the specific behavior has no relation to the disability, the standard school discipline code will be followed.

If the manifestation team determines that the conduct was caused by or had a direct and substantial relationship to the student's disability or the conduct in question was the direct result of the District's failure to implement the IEP:

- The CSE must conduct a functional behavioral assessment and implement a behavioral intervention plan for the student; and
- Except for removals for drugs, weapons or serious bodily injury pursuant to section 201.7 of the Regulations of the Commissioner, the student must be returned to the placement from which the student was removed, unless the parent/guardian and the school district agree to a change of placement as part of the modification of the behavioral intervention plan.

Regardless of the manifestation determination, however, a student with a disability may be removed to an interim alternative educational setting (IAES) for illegal drugs, controlled substances, weapons and serious bodily injury for up to 45 school days.

The District must provide a student with a disability who has been suspended or removed for a period of 10 consecutive school days (or a series of removals that in the aggregate total more than 10 school days within one school year), educational services in an IAES, as determined by the CSE, that are necessary to enable the student to:

- Continue to participate in the general education curriculum;
- Progress toward meeting the goals set out in the student's IEP; and
- Receive, as appropriate, a functional behavioral assessment, behavioral intervention services and modifications that are designed to address the behavior violation so it does not recur.

If a parent/guardian requests an impartial hearing or an appeal regarding the change in placement of their child to an IAES or the manifestation determination, the student must remain in their IAES pending the decision of the IHO or until expiration of the time period of the removal, whichever occurs first, unless the parent/guardian and the District agree otherwise.

### **Students Presumed to Have a Disability for Discipline Purposes**

The parent/guardian of a student who was not identified as a student with a disability at the time of some misconduct has the right to invoke any of the protections set forth relating to the discipline of students with disabilities, if the District had knowledge that the student had a disability before the precipitating behavior occurred. In this case, the student is considered a student presumed to have a disability for discipline purposes.

If a parent/guardian claims that the District had such knowledge, the Superintendent, principal or other authorized school official imposing the suspension or removal in question will determine whether the student is a student presumed to have a disability for discipline purposes. The school official will deem the District to have had such knowledge if:

- The student's parent/guardian expressed concern in writing to supervisory or administrative personnel, or to a teacher of the student, that the student is in need of special education (such expression may be oral if the parent/guardian does not know how to write or has a disability that prevents a written statement);
- The student's parent/guardian has requested an evaluation of the student; or
- A teacher of the student or other school personnel has expressed specific concerns about a pattern of behavior demonstrated by the student, directly to the District's Assistant to the Superintendent for Inclusive Education and Instruction, Director of Special Education or other supervisory personnel.

The District will not presume a student to have a disability for discipline purposes if, notwithstanding the District's receipt of information supporting a claim that it had knowledge the student has a disability, the student's parent/guardian has not allowed an evaluation of the student, the student's parent/guardian has refused services, or the District conducted an evaluation of the student and determined that the student is not a student with a disability.

If there is no basis for knowledge that the student has a disability prior to taking disciplinary measures against the student, the student may be subjected to the same disciplinary measures as any other non-disabled student who engages in comparable behaviors.


However, if the District receives a request for an individual evaluation while the student is subjected to a disciplinary removal, the District will conduct an expedited evaluation of the student in accordance with applicable law and regulations. Until the expedited evaluation is completed, the student shall remain in the educational placement determined by the District, which may include suspension.

## Supporting a Positive School Climate

Students learn in a safe and healthy school community. **Brockport Central School District proactively promotes a caring culture and nurturing environment for all teachers, staff and students through Positive Behavioral Interventions and Supports (PBIS).** One of our core beliefs is “Students First”. We work diligently and collaboratively to address social and emotional development, health and academic success. We also believe student, family and community engagement is critical for our success. In response, we cultivate school, family and community partnerships to encourage student social-emotional health and academic achievement.

The Brockport Central School District PBIS Expectations across UPK-12 schools are:

- Be Respectful
- Be Responsible
- Be a Learner

 <b>PBIS Instructional Settings Matrix for Grades 6-12</b>			
Our Essentials	<i>Be Respectful</i>	<i>Be Responsible</i>	<i>Be a Learner</i>
<b>Expectations within Instructional Settings</b>	<ul style="list-style-type: none"> <li>⊙ Communicate effectively and professionally</li> <li>⊙ Interact with others with integrity, dignity, tolerance, and common courtesy</li> <li>⊙ Manage time and materials with fidelity</li> <li>⊙ Treat property with care</li> </ul>	<ul style="list-style-type: none"> <li>⊙ Be fully prepared</li> <li>⊙ Follow established classroom routines</li> <li>⊙ Attend to all obligations</li> <li>⊙ Be safe</li> </ul>	<ul style="list-style-type: none"> <li>⊙ Approach learning targets with tenacity and resilience</li> <li>⊙ Persevere through learning experiences</li> <li>⊙ Produce high quality work that illustrates best effort and personal growth</li> <li>⊙ Demonstrate a flexible and reflective mindset</li> </ul>

Each school building has established a matrix of rules and routines for student behavior, based on our three universal expectations. These matrixes can be found in classrooms, common areas and on school buses as visual reminders of our collective behavior expectations for all adults and students.

We have a collective responsibility to keep each other safe and well. If at any time you feel the need to report an incident that you believe compromises the health, welfare, safety or morals of one or more of our students or staff members, please contact the Brockport Central Safety Tip Line at [www.bcs1.org/tipline](http://www.bcs1.org/tipline) or 1 (877) 453-0006.

**Pillars:** As part of the PBIS framework, there are six pillars that are focused on character traits of our students that we want to emphasize and encourage. They are:

- Perseverance
- Communication
- Collaboration
- Thinkers
- Citizenship
- Self-Direction

## Types of Restorative Practices/Approaches:

### Restorative Practices uses a three-step approach

1. **Repair:** focus on the incident that caused/causes harm and implement justice that requires repairing that harm;
2. **Encounter:** the best way to determine how to do that is to have the parties decide together;
3. **Transformation:** this can cause fundamental changes in people, relationships and community.



## Community Circles

A Community Circle is a safe discussion space in which students and the teacher sit in a circle so that all members' faces are visible to one another. What distinguishes a Community Circle from a group discussion is that Community Circles are explicitly used as an opportunity for students to build community.

## Community Service

- Peer Meditation
- Preventative and Post-Conflict Resolution
- Pro-Social Skills (friendship skills, social awareness, relationship-building, communication)
- Academic Behavior Skills (study/organization skills, self-management, responsible decision making)
- Problem-Solving Skills (conflict resolution, positive coping skills)



## Transportation

### Board Policy 7340 (Bus Rules and Regulations)

The Brockport School Community secures safe, skilled bus drivers and bus monitors who are responsible for safely transporting students to and from school/school-sponsored events and for enforcing school bus expectations. School bus safety rules have been developed by the Brockport Central School District's Transportation Department to ensure your child's safety when on the bus.

---

**STUDENTS HAVE THE RIGHT TO** safe transportation to and from school.

**STUDENTS HAVE A RESPONSIBILITY TO** follow the transportation rules and expectations that are in place for your safety and well-being while on the bus.

---

Any incident occurring on the school bus will be addressed through a coordination between the Department of Transportation and school administration. Chelsea Farrand, Safety/Discipline Coordinator, can be reached at (585) 637-1882 regarding student behavior on the bus.

### School Bus Conduct: Suspension

If disciplinary actions taken by the driver and Safety Coordinator are unsuccessful, it may be necessary to suspend a student's riding privileges, dependent upon the severity of the infraction. Examples of infractions include:

- weapons (gun, knife, bat, etc.)
- possession and/or use of drugs and/or alcohol
- fighting
- harassment (physical, verbal, sexual)
- inappropriate language (foul, vulgar, swearing)
- endangering self or others

Some general guidelines are as follows:

- Repeated misbehavior and disregard for safe-riding rules and regulations, students may be suspended one to three days at the discretion of the Safety Coordinator.
- Students who continue to misbehave and display unacceptable behavior, despite a previous suspension, will be suspended up to five days.
- Chronic misbehavior and continued disregard for safe riding rules and regulations, despite previous suspensions, may lead to a longer suspension and result in a Superintendent's Hearing.
- Suspension may be imposed by the Director of Transportation or their designee at any step, dependent upon the severity of the infraction.



## Appendix I: Definitions

**Board:** The Board of Education oversees and manages the community’s public school system. It consists of seven trustees who are elected by the community.

**Bullying:** Bullying is any gesture or written, verbal, electronic, social, graphic, or physical act that is perceived as being dehumanizing, intimidating, hostile, humiliating, threatening or otherwise likely to evoke fear of physical harm or emotional distress. There are four types of bullying: physical, verbal, psychological and cyberbullying. Bullying may be motivated by (i) bias or prejudice based upon any actual or perceived characteristic, such as race, color, religion, religious practice, ancestry, national origin, weight, ethnic group, socio-economic status, gender, sexual orientation, gender identity or expression; (ii) a mental, physical, or sensory disability or impairment; or (iii) by any other distinguishing characteristic, or is based upon association with another person who has or is perceived to have any distinguishing characteristic.

**Conflicts:** Disagreements naturally occur during the course of everyday social interactions. This type of interaction is a normal part of social awareness and development and will be addressed accordingly.

**Delphi Partnership:** The Delphi school-based counseling program addresses students who may be “at risk” for substance abuse within the context of the school environment. Delphi counselors provide assessments, individual counseling, group counseling, evidence-based programs, and referrals at no cost.

**Dignity for All Students Act (DASA):** New York State’s anti-bullying law. DASA states that all children have the right to attend school in a safe, welcoming and caring environment.

**Dignity for All Students Act (DASA) Coordinator:** At least one employee at each school is designated as the Dignity for All Students Act Coordinator. They are thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender and sex. Education Law, Article 2. See <http://www.p12.nysed.gov/dignityact>

**Discrimination:** Discrimination is the act of denying rights, benefits, justice, equitable treatment or access to facilities available to others, to an individual or group of people because of the group, class or category to which that person belongs (as enumerated in the Definitions section under harassment, below).

**Disruptive Behavior:** An act that is substantially disruptive to the educational process, such that managing the disruption interrupts the educational process and/or an insubordinate action that interferes with or diminishes the authority of school personnel.



**Family Educational Rights and Privacy Act (FERPA):** A federal law that affords parents/guardians the right to have access to their children’s education records, the right to seek to have the records amended and the right to have some control over the disclosure of personally identifiable information from the education records.

**Harassment:** Harassment is the creation of a hostile environment by conduct or by threats, intimidation or abuse that has or would have the effect of unreasonably and substantially interfering with a student’s educational performance, opportunities or benefits, or mental, emotional, or physical well-being, or conduct, threats, intimidation or abuse that reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety.

Harassing behavior may be based on any characteristic including, but not limited to, a person’s actual or perceived:

- race
- color
- weight
- national origin
- ethnic group
- socio-economic status
- religion
- religious practice
- disability
- sex
- sexual orientation, or
- gender (including gender identity and expression\*).

\*Gender identity is one’s self-conception as being male or female, as distinguished from actual biological sex or sex assigned at birth. Gender expression is the manner in which a person represents or expresses gender to others, often through behavior, clothing, hairstyles, activities, voice or mannerisms.

**Hate Speech:** Engaging in conduct that endangers the safety, physical or mental health or welfare of others. Making a slur or statement about any individual or identifiable group of individuals which demeans them because of their race, sex, disability status, age, religion or other protected status and/or which has the foreseeable effect of exposing such persons or group of persons to threats, shame, humiliation, persecution or ostracism. Whether spoken, written, in notebooks, on walls, or on a computer or mobile device, etc., incidents of this type are unprotected speech and will not be tolerated.

**Hazing:** Hazing is an induction, initiation or membership process involving harassment which produces public humiliation, physical or emotional discomfort, bodily injury or public ridicule or creates a situation where public humiliation, physical or emotional discomfort, bodily injury or public ridicule is likely to occur.

**In-School Suspension (ISS):** Is the temporary removal of a student from the classroom(s) to a designated area in the school building where that student will receive a substantially equivalent, alternative education.

**Intervention:** Intervention by adults and students is an important step in preventing escalation and resolving issues at the earliest stages. Intervention will emphasize education and skill-building. Successful intervention may involve remediation.

Remedial responses to bullying, hazing, and harassment include measures designed to correct the problem behavior, prevent future occurrences of such behavior and to protect the target of such behavior. Remediation may be targeted to the individual(s) involved in the bullying behavior or may include environmental approaches which are targeted to the building or District as a whole.

In addition, interventions will focus upon the safety of the target. Staff is expected, when aware of bullying, hazing and/or harassment, to either refer the student to designated resources for assistance or to intervene in accordance with this policy and regulation.

**Out of School Suspension (OSS):** The removal of a student from the school building for one or more days. The Principal may impose OSS for serious infractions of the rules of conduct for periods not to exceed five school days. Through a Superintendent's Hearing, the Superintendent may impose OSS for serious infractions of the rules of conduct for periods that can exceed five school days. The District will offer alternative instruction to students.

**Parent/Guardian:** A family member or members and/or the person(s) identified in parental relationship as defined by Educational Law, Section 3212, generally, the primary caregiver(s) of our students.

**Pillars:** As part of the PBIS framework, there are six pillars that are focused on character traits of our students that we want to emphasize and encourage. They are: Perseverance, Communication, Collaboration, Thinkers, Citizenship and Self-Direction.

**Positive Behavior Interventions and Supports (PBIS):** A proactive approach to establishing the behavioral supports and social culture that are needed for all students in a school to achieve social, emotional and academic success.

**Prevention:** The school setting provides an opportunity to teach children and emphasize among staff, that cooperation with and respect for others is a key value. A district-wide effort geared toward prevention is designed to not only avoid incidents of bullying, but to help students build more supportive relationships with one another by integrating the bullying prevention program into classroom instruction. Prevention includes the following:

- Training of staff
- Comprehensive school-wide educational component, including character education
- Appropriate supervision of students
- Clear and consistent expectations of behavior
- Use of appropriate interventions when inappropriate or prohibited conduct occurs

**Response to Intervention (RTI):** A process used by educators to help students who are struggling with a skill or lesson; every teacher will use behavior and academic interventions (a set of teaching procedures) with any student to help them succeed in the classroom/community.

**Restorative Practices:** Promotes inclusiveness, relationship-building and problem-solving, through such restorative methods as circles for teaching and conflict resolution for conferences that bring victims, offenders and their supporters together to address wrongdoing.

**Social and Emotional Learning (SEL):** A process through which children and adults understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships and make responsible decisions.

**Student Assistance Program (SAP):** A K-12 school-based, evidence-informed framework for prevention, early intervention, referral and support for students with needs that may prevent them from fully benefiting from their educational experience.

**Student Removal:** The act of a teacher to remove a student from the classroom who engages in a disruptive or violent act in accordance with both the statutory requirements of the District's Code of Conduct. In such cases, the student will be escorted to the designated area and be provided educational programming and activities. Teachers will also immediately report and refer instances of a violent act to the school Principal or Superintendent for violation of the Student Code of Conduct. The administration must then comply with the reporting requirements.

**Superintendent:** The Chief Executive Officer of Schools or the Superintendent's designee.

**Superintendent's Hearing:** A hearing by which the Superintendent may suspend a student for longer than five school days. Parents/guardians who disagree with the Superintendent's decision may appeal to the Board of Education, which will make a decision based on the record of the Superintendent's Hearing. (Please see Superintendent's Hearing Appeal Process, Appendix IV.)

**Support Staff:** School psychologists, school social workers, school counselors, school nurses, occupational therapists, physical therapists, speech therapists, teaching assistants and teaching aides are all classified as support staff.

**Upstander:** An upstander is someone willing to stand up and act in defense of others. Further, it identifies people who take helpful steps to help others in instances of bullying, discrimination, harassment or other injustices. Depending on the situation, they help themselves or others by expressing opposition to the bullying and/or by providing emotional support to the target and/or by getting help for the target.

**Violent Act:** An action that significantly damages any property, involves possession or use of a weapon or dangerous implement, and/or involves a display or threat made with what appears to be a weapon or dangerous implement capable of causing physical injury or death.

**Violent Behavior:** Any behavior that endangers the safety, morals, health or welfare of others.

## Appendix II: Frequently Asked Questions

**Q: A Code of Conduct violation was committed against my child. When I asked the principal what the consequences were for the student who violated the Code of Conduct, the principal told me that they weren't allowed to share this information. Why?**

**A:** While it can be frustrating not to know the outcome of a disciplinary incident where your son or daughter was a victim, the school district is bound by FERPA (Family Educational Rights and Privacy Act) to only share information with families about their own children. This ensures privacy as individual student school records can only be shared with that individual student's family.

**Q: What is the Dignity for All Students Act (DASA)?**

**A:** New York State's Dignity for All Students Act seeks to provide the State's public elementary and secondary school students with a safe and supportive environment free from discrimination, intimidation, taunting, harassment and bullying on school property, a school bus and/or at a school function. The Dignity Act was signed into law on September 13, 2010 and took effect on July 1, 2012. For more information about the Dignity for All Students Act see page 8 of the Code of Conduct.



**Q: What happens if my child and I do not attend the Superintendent's Hearing?**

**A:** If a parent/guardian and/or student choose not to attend the Superintendent's Hearing, the hearing will proceed as scheduled.

**Q: What is a hearing officer?**

**A:** A hearing officer is a designated person hired by the District who conducts the hearing. The hearing officer's report is advisory only and the Superintendent may accept or reject all or any part of it.

**Q: If I move in or out of the District, do the discipline records follow?**

**A:** Yes, the District is required to forward all records, including discipline.

**Q: Will my child's discipline record keep them out of accelerated classes?**

**A:** Decisions for classes are based on grades, student motivation, teacher recommendation and not discipline.

**Q: Do police have the rights to enter a school?**

**A:** Yes; if a crime has been committed, if police have a warrant for an arrest or if police were invited.

**Q: Do schools have to read students the "Miranda Rights" before questioning a student?**

**A:** No

## Appendix III: School Safety and Educational Climate (SSEC) Glossary (nysed.gov)

### VIOLENT OR DISRUPTIVE INCIDENT RELATED TERMS [\(1\)](#)

Violent or disruptive incident: an incident that occurs on school property of the school district, board of cooperative educational services, charter school or county vocational education and extension board, and falls under one of these categories:

**1. Homicide:** Any intentional violent conduct that results in the death of another person.

#### **2. Sexual Offenses**

**2a. Forcible Sex Offenses:** Sex offenses involving forcible compulsion and completed or attempted sexual intercourse, oral sexual conduct, anal sexual conduct or aggravated sexual contact, with or without a weapon including, but not limited to, penetration with a foreign object, rape and sodomy; or resulting from forcibly touching or grabbing another student on a part of the body that is generally regarded as private, such as buttocks, breast and/or genitalia.

**2b. Other Sex Offenses:** Other non-consensual sex offenses involving inappropriate sexual contact, including, but not limited to, touching another student on a part of the body that is generally regarded as private, which includes, but is not limited to, the buttocks, breasts, and genitalia, removing another student's clothing to reveal underwear or private body parts, or brushing or rubbing against another person in a sexual manner. Other sex offenses shall also include, but is not limited to, conduct that may be consensual or involve a child who is incapable of consent by reason of disability or because he or she is under 17 years of age, provided that such term shall not include consensual sexual conduct involving only students, and/or non-students 18 years of age or under, unless at least one the individuals participating in the conduct is at least four years older than the youngest individual participating in this conduct.

**3. Assault:** Engaging in behavior intentionally or recklessly that causes physical injury to another person, with or without a weapon, in violation of school district code of conduct and falls under one of these categories:

**3a. Physical Injury:** Means impairment of physical condition or substantial pain and includes, but is not limited to, black eyes, welts, abrasions, bruises, cuts not requiring stitches, swelling and headaches not related to a concussion.

**3b. Serious Physical Injury:** Means physical injury which creates a substantial risk of death or which causes death or serious and protracted disfigurement or protracted impairment of health or protracted loss or impairment of the function of any bodily organ and requires hospitalization or treatment in an emergency medical care facility outside of school including, but not limited to, a bullet wound, fractured or broken bones or teeth, concussions, cuts requiring stitches and any other injury involving risk of death or disfigurement.

**4. Weapons Possession:** Possession of one or more weapons, except possession in a classroom or laboratory as part of an instructional program or in a school-related activity under the supervision of some teacher or other school personnel as authorized by school officials and falls under one of these categories:

**4a. Routine Security Checks:** Possession of one or more weapons (see list below) secured through routine security checks.

**Weapons:** means one or more of the following dangerous instruments:

- i. firearm, including, but not limited to, a rifle, shotgun, pistol, handgun, silencer, electronic dart gun, stun gun, machine gun, air gun, spring gun, BB gun or paint ball gun;
- ii. a switchblade knife, gravity knife, pilum ballistic knife, cane sword, dagger, stiletto, dirk, razor, box cutter, metal knuckle knife, utility knife or any other dangerous knife;
- iii. a billy club, blackjack, bludgeon, chukka stick or metal knuckles;
- iv. a sandbag or sandclub;
- v. a sling shot or slung shot;
- vi. a martial arts instrument including, but not limited to, a kung fu star, ninja star, nun-chuck or shirken;
- vii. an explosive including, but not limited to, a firecracker or other fireworks;
- viii. a deadly or dangerous chemical including, but not limited to, a strong acid or base, mace or pepper spray;
- ix. an imitation gun that cannot be easily distinguished from a real gun;
- x. loaded or blank cartridges or other ammunition; or
- xi. any other deadly or potentially dangerous object that is used with the intent to inflict injury or death.

**4b. Weapons possessed under other circumstances:** Possession of one or more weapons at a school function or on school property which are not discovered through a routine security check including, but not limited to, weapons found in possession of a student or within a locker.

**5a. Material Incident of Discrimination, Harassment and Bullying (excluding Cyberbullying):** A single verified incident or a series of related verified incidents where a student is subjected to harassment, bullying and/or discrimination by a student and/or employee on school property or at a school function.<sup>(2)</sup> In addition, such term shall include a verified incident or series of related incidents of harassment or bullying that occur off school property, as defined in Commissioner's regulation §100.2(kk)(1)(viii). Such conduct shall include, but is not limited to, threats, intimidation or abuse based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex. Commissioner's regulation 100.2(kk)(1)(viii) provides that harassment or bullying means the creation of a hostile environment by conduct or by threats, intimidation or abuse that either: (a) has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional and/or physical well-being, including conduct, threats, intimidation or abuse that reasonably causes or would reasonably be expected to cause emotional harm; or (b) reasonably causes or would reasonably be expected to cause physical injury to a student or to cause a student to fear for his or her physical safety. Such definition shall include acts of harassment or bullying that occur on school property, at a school function, or off school property where such act creates or would foreseeably create a risk



of substantial disruption within the school environment, where it is foreseeable that the conduct, threats, intimidation or abuse might reach school property. For the purposes of this definition, the term “threats, intimidation or abuse” shall include verbal and non-verbal actions.(3)

**Bullying** is defined as a form of unwanted, aggressive behavior that involves a real or perceived power imbalance and that is repeated, or has the potential to be repeated, over time.(4)

*\*Please note the following “elements of bullying” do not solely determine whether an incident is material.*

- **Imbalance of power:** An imbalance of power involves the use of physical strength, popularity or access to embarrassing information to hurt or control another person.
- **Repetition:** Bullying typically repeated, occurring more than once or having the potential to occur more than once.
- **Intent to Harm:** The person bullying has the goal to cause harm. Bullying is not accidental.

**Discrimination** not specifically defined in the Dignity Act. However, it would include any form of discrimination against students prohibited by state or federal law such as, the denial of equal treatment, admission, and/or access to programs, facilities, and services based on the person’s actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender (including gender identity) or sex. It should be noted that Educational Law §3201 and 3201-a prohibits discrimination in the form of denial of admission into or exclusion from any public school on the basis of race, creed, color, national origin and sex.

**5b. Material Incident of Discrimination, Harassment, and Bullying (Cyberbullying):** is defined as harassment or bullying that occurs through any form of electronic communication (Ed. Law §11[8]) including, but not limited to, cell phones, computers, and tablets, or other communication tools, including social media sites, text messages, chat rooms and websites.(See definition of harassment or bullying as defined in 5a. and Commissioner’s regulation 100.2(kk)(1)(viii))

**6. Bomb Threat:** A telephoned, written or electronic message that a bomb, explosive, or chemical or biological weapon has been or will be placed on school property.

**7. False Alarm:** Causing a fire alarm or other disaster alarm to be activated knowing there is no danger, or through false reporting of a fire or disaster.

**8. Use, Possession or Sale of Drugs:** Illegally using, possessing, or being under the influence of a controlled substance or marijuana, on school property or at a school function, including having such substance on a person in a locker, vehicle or other personal space; selling or distributing a controlled

substance or marijuana, on school property; finding a controlled substance or marijuana, on school property that is not in the possession of any person; provided that nothing herein shall be construed to apply to the lawful administration of a prescription drug on school property.

**9. Use, Possession or Sale of Alcohol:** Illegally using, possessing or being under the influence of alcohol on school property or at a school function. This includes possessing alcohol on a person, in a locker, a vehicle or other personal space; selling or distributing alcohol on school property or at a school function; and finding alcohol on school property that is not in the possession of any person.

## BIAS-RELATED TERMS [\(5\)](#)

**1. Biased-related conduct:** Behavior that is motivated by a target/victim's race, color, creed, national origin, gender (including gender identity), sexual orientation, age, marital or partnership status, family status, disability, alienage or citizenship status.

**2. Race:** The groups to which individuals belong, identify with, or belong in the eyes of the community. This includes traits historically associated with race, including, but not limited to, hair texture and protective hairstyles. Protective hairstyles shall include, but not be limited to, such hairstyles as braids, locks and twists. (Education Law §11[9] and [10]).

**3. Ethnic Group (Ethnicity):** An affiliation with a particular group, country or area of origin (distinct from citizenship or country of legal nationality), race, color, language, religion, customs of dress or eating, tribe or various combinations of these characteristics.

**4. National origin:** is an individual's country of birth, country of origin, or the country of origin of an individual's family or spouse.

**5. Color:** Complexion tint or skin pigmentation. Color discrimination can occur within the same racial or ethnic group.

**6. Religion:** Religious or spiritual belief of preference, regardless of whether this belief is represented by an organized group or affiliation having religious or spiritual tenets.

**7. Religious Practices:** Religious observances or practices that may include attending worship services, praying, wearing garb or symbols, displaying religious objects, adhering to certain dietary rules, proselytizing or other forms of religious expression and/or refraining from certain activities.

**8. Disability:**

(a) a physical, mental or medical impairment resulting from anatomical, physiological, genetic or neurological conditions which prevents the exercise of a normal bodily function or is demonstrable by medically accepted clinical or laboratory diagnostic techniques or a record of such an impairment or,

(b) a condition regarded by others as such an impairment, provided, however, that in all provisions of this article dealing with employment, the term must be limited to disabilities which, upon the provision of reasonable accommodations, do not prevent the complainant from

performing in a reasonable manner the activities involved in the job or occupation sought or held (Education Law §11[3] and Executive Law §292[21]).

**9. Gender:** Means a person's actual or perceived sex and includes a person's gender identity or expression (Education Law §11[6]).[\(6\)](#)

**10. Sexual Orientation:** Means actual or perceived heterosexuality, homosexuality or bisexuality (Education Law §11[5]).

**11. Sex:** is the biological and physiological characteristics that define men and women.

**12. Other:** Can include, but is not limited to, physical characteristics age, socio-economic status, health condition, housing, domestic relationships, social/academic status, etc.

## OTHER RELATED TERMS

**1. Gang-Related:** When an incident involves one or more than one offender, known to be a member of an organized group, or gang, which is characterized by turf concerns, symbols, special dress and/or colors that engage students in delinquent or illegal activity.

**2. Group-Related:** An incident is group-related if it is several individuals that assemble for the purpose of engaging in or contributing to actions that occur during the incident.

**3. School Property:** Shall mean in or within any building, structure, athletic playing field, playground, parking lot, or land contained within the real property boundary line of a public elementary or secondary school; or in or on a school bus. (Education Law §11(1) and Vehicle and Traffic Law §142, 8 NYCRR 100.2(kk)(1)(i))

**4. School Function:** Means a school-sponsored or school-authorized extracurricular event or activity, regardless of where such activity takes place, including any event or activity that may take place in another state. (Education Law §11(2), 8 NYCRR 100.2(kk)(1)(ii))

**5. School Bus:** Means every motor vehicle owned by a public or governmental agency or private school and operated for the transportation of pupils, teachers, and other person acting in a supervisory capacity, to or from school or school activities (Education Law §11(1) and Vehicle and Traffic Law §142).

**6. Target:** Refers to a person who has been mistreated and/or injured, or the individual affected by the incident. The target can be identified as a student, staff or other.

**7. Victim:** See the definition of target.

**8. Other:** Refers to a target or offender who is unknown, or neither a student nor a staff member.

**9. Offender:** Refers to a person who has mistreated and/or injured another person or the individual who caused an incident. The offender can be identified as a student, staff (such as teacher or other school staff) or other (such as school safety officer, student intruder, visitor, unknown).

**10. Disciplinary or Referral Action:** For purposes of reporting, a consequence [\(7\)](#) assigned based on the violation of the school's code of conduct and reported under one of the following:

- **Counseling or Treatment Programs:** For purposes of reporting, referrals to counseling or treatment programs are formal multi-session interventions, provided by certified or licensed professionals, aimed at reducing risk factors linked to the identified problem area(s) (i.e. drug/alcohol rehabilitation programs, anger management programs, etc.)
- **Teacher Removal:** is the removal of a disruptive pupil from the teacher's classroom pursuant to the provisions of Education Law §3214(3-a).
- **In-School Suspension:** is a removal from instruction and/or activities in the same setting as class/age peers as a disciplinary purpose, but remains under the direct supervision of school personnel.
- **Out-of-School Suspension:** a student is suspended from attending classes or being on school property. The student must receive his/her instruction during the period of suspension, in an alternate setting, separate from the school which his/her class/age peers attend.
- **Involuntary transfer to an Alternative Placement:** is the removal from instruction within the same school building as class/age peers as a disciplinary measure, and assignment to an alternate setting to receive instructional services. This could also include alternate (i.e. condensed) hours.
- **Community Service:** when a school/district determines work that is assigned without pay to help a community.
- **Juvenile Justice or Criminal Justice System:** when the school is aware that a student, under the supervision of juvenile justice of the criminal justice system, engages in an incident that may rise to the level of a criminal offense, the school reports the incident to the juvenile justice system for intervention.
- **Law Enforcement:** when a student engages in an incident that occurs on school grounds, during school-related events, or while on school transportation, and the incident may rise to the level of a criminal offense, the school reports the incident to any law enforcement agency or official, according to law enforcement procedures.

**11. School-related arrests:** Refers to an arrest of a student for any activity conducted on school grounds, during off-campus school activities (including while taking school transportation), or due to a referral to law enforcement by any school official.[\(8\)](#)

**12. Sexting:** is described as the sending, receiving or forwarding of sexually suggestive nude or nearly nude photos through text messages or email.[\(9\)](#)

**13. Controlled substance:** [According to Title 21 United States Code \(USC\) Controlled Substances Act, Subchapter 1, Part A, §802 \(6\)](#), "The term "controlled substance" means a drug or other substance, or immediate precursor, included in schedule I, II, III, IV, or V of [part B of this subchapter](#). The term does not include distilled spirits, wine, malt beverages or tobacco, as those terms are defined or used in subtitle E of the Internal Revenue Code of 1986."

## Appendix IV: Superintendent’s Hearing and Appeal Process

Students may appeal long-term suspensions. An appeal is first made to the Board of Education and then to the Commissioner of Education. The following steps are to be followed relative to this process:

- I. The student or parent/guardian must submit a letter to the Brockport Central School District Clerk indicating their desire to appeal the determination and the basis for the appeal within 30 days of receipt of the Superintendent’s decision.
- II. A copy of the letter is made by the District Clerk for review by the Superintendent of Schools and the original is kept in the District Clerk’s files.
- III. The Superintendent of Schools (in concert with designee) reviews the suspension documentation (hearing notes, witness statements, etc.) and notifies the Board of Education President about the appeal.
- IV. The Superintendent of Schools and District Clerk determine the earliest regularly scheduled Board meeting to hold the appeal and the parent/guardian is notified via phone, email and/or mail. This meeting will be held in Executive Session.
- V. “Request for Appeal Letter” is sent to the entire Board of Education along with the date of the appeal meeting.
- VI. The Board of Education goes into Executive Session and the Superintendent and/or designee will outline aspects of the suspension and review the appeal letter and any other documents. The Board of Education makes a final decision to either uphold the suspension, overturn it or modify it.
- VII. After the determination is made, the Board of Education will return to public session and a public vote is held relative to the matter. After the vote, a letter will be sent notifying the parent/guardian of the decision with a copy sent to the school principal and the file.

## Appendix V: References

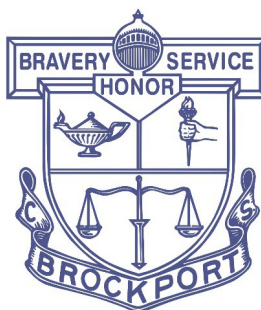
New York State Education Department:

[100.2 General School Requirements | New York State Education Department \(nysed.gov\)](https://www.nysed.gov/100.2-General-School-Requirements)

**Brockport Central School District**

40 Allen Street

Brockport, New York 14420-2296



**Board of Education Members**

Terry Ann Carbone, President

Jeffrey Harradine, Vice President

David Howlett

Daniel Legault

Robert Lewis

Kathy Robertson

Michael Turbeville

**District Clerk**

Deb Moyer

The Board of Education acknowledges its responsibility to protect the educational climate of the District and to promote responsible student behavior. Accordingly, the Board delegates to the Superintendent of Schools the responsibility for assuring that the components regarding school conduct and discipline are established, maintained in keeping with this policy, reviewed annually and updated as needed through collaboration among staff. Specific components may vary as appropriate to student age, building levels and educational needs. In the event of a conflict between the Code of Conduct and any Board of Education Policy, the Board of Education Policy shall control.



# 3.0 INSTRUCTION PLANNING AND SERVICES



**TO: Sean Bruno**

**FROM: Lynn Carragher, Paulette Reddick, and Betsy Fitzpatrick**

**RE: Placements for Students with Disabilities**

**DATE: July 29, 2021**

**For August 3, 2021 Board of Education Meeting**

3.3 On March 8, May 27, June 3, 10, 17, and July 9, 2021, the District Committee on Special Education reviewed students and made recommendations for placement.

3.4 On July 15 and 26, 2021, the District Subcommittee on Special Education reviewed students and made recommendations for placement.

3.5 On April 21, May 14, 21, 25, 27, June 4, 10, 17, 18, July 12 and 15, 2021, the Committee on Preschool Special Education reviewed students and made recommendations for placement.

We are forwarding this document to you for your information.

CMA Date	DATE	Committee	Rec. School	ID#	Grade	CMA Reason	CR Decision/Status	CR Disability
03/08/2021	08/03/2021	CSE	Ginther	559300	Kdg.	Reevaluation CPSE to CSE Transition	Classified	Speech or Language Impairment
05/27/2021	08/03/2021	CSE	Ginther	559526	Kdg.	Reevaluation Review	Classified	Speech or Language Impairment
06/03/2021	08/03/2021	CSE	Ginther	559826	Kdg.	Reevaluation CPSE to CSE Transition	Classified	Speech or Language Impairment
06/10/2021	08/03/2021	CSE	Ginther	212322	Kdg.	Reevaluation CPSE to CSE Transition	Classified	Speech or Language Impairment
06/17/2021	08/03/2021	CSE	Ginther	559534	Kdg.	Reevaluation CPSE to CSE Transition	Classified	Speech or Language Impairment
07/19/2021	08/03/2021	CSE	BOCES II Program MS/HS	560042	09	Requested Review	Classified	Intellectual Disability
07/15/2021	08/03/2021	SubCSE	BOCES II Program	559987	04	Amendment - Agreement No Meeting	Classified	Autism
07/26/2021	08/03/2021	SubCSE	Barclay	211107	03	Amendment - Agreement No Meeting	Classified	Autism
04/21/2021	08/03/2021	CPSE	PSItinerant Services Only	559235	Preschool	Initial Eligibility Determination Meeting	Classified PS	PSStudent with a Disability
05/14/2021	08/03/2021	CPSE	Room to Bloom Therapy Services, LLC	212472	Preschool	Annual Review	Classified PS	PSStudent with a Disability
05/21/2021	08/03/2021	CPSE	PSItinerant Services Only	212738	Preschool	Annual Review	Classified PS	PSStudent with a Disability
05/21/2021	08/03/2021	CPSE	PSItinerant Services Only	212753	Preschool	Annual Review	Classified PS	PSStudent with a Disability
05/25/2021	08/03/2021	CPSE	PSItinerant Services Only	559558	Preschool	Annual Review	Classified PS	PSStudent with a Disability
05/27/2021	08/03/2021	CPSE		559316		Initial Eligibility Determination Meeting	Ineligible	
06/04/2021	08/03/2021	CPSE	PSItinerant Services Only	559739	Preschool	Annual Review	Classified PS	PSStudent with a Disability
06/04/2021	08/03/2021	CPSE	PSItinerant Services Only	559508	Preschool	Annual Review	Classified PS	PSStudent with a Disability
06/10/2021	08/03/2021	CPSE	Home School	559222	Preschool	Reevaluation CPSE to CSE Review	Exited	PSStudent with a Disability
06/17/2021	08/03/2021	CPSE	Ginther	212354	Preschool	Reevaluation CPSE to CSE Review	Exited	PSStudent with a Disability
06/17/2021	08/03/2021	CPSE	Ginther	211890	Kdg.	Reevaluation CPSE to CSE Transition	Classified	Autism
06/17/2021	08/03/2021	CPSE	PSItinerant Services Only	560012	Preschool	Reevaluation CPSE to CSE Review	Exited	PSStudent with a Disability
06/18/2021	08/03/2021	CPSE	PSItinerant Services Only	559448	Preschool	Reevaluation CPSE to CSE Review	Exited	PSStudent with a Disability
07/12/2021	08/03/2021	CPSE	PSItinerant Services Only	560086	Preschool	Initial Eligibility Determination Meeting	Exited	PSStudent with a Disability
07/15/2021	08/03/2021	CPSE	Rochester for the Deaf	560176	Preschool	Initial Eligibility Determination Meeting	Classified PS	PSStudent with a Disability

## 4.0 CERTIFIED PERSONNEL



**BROCKPORT CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING**

**August 3, 2021**

**PERSONNEL – CERTIFIED**

Office of the Superintendent of Schools  
Board Meeting of August 3, 2021

Sean Bruno  
Superintendent of Schools

Jerilee DiLalla  
Assistant Superintendent for Human Resources

**RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approved action on the following Certified Personnel:

**4.1 Appointments**

- 4.1.1 Mandy Horschel, to be appointed as an Elementary Teacher at Oliver Middle School effective August 31, 2021. Initial certificates in childhood education grades 1-6 and students with disabilities grades 1-6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$40,223.
- 4.1.2 Patricia Conant, to be appointed as an Elementary Teacher at Barclay School effective August 31, 2021 Initial certificates in childhood education grades 1-6 and early childhood education birth – grade 2. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$38,361.
- 4.1.3 Emily Morris, to be appointed as an Elementary Teacher at Barclay School effective August 31, 2021 Initial certificates in childhood education grades 1-6, students with disabilities grades 1-6 and literacy birth – grade 6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$45,979.
- 4.1.4 Amy Forrest, to be appointed as an Elementary Teacher at Barclay School effective August 31, 2021 Covid-19 certificate in childhood education grades 1-6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$37,100.
- 4.1.5 Jacob Burgio, to be appointed as an Elementary Teacher at Hill School effective August 31, 2021 Initial certificates in childhood education grades 1-6, early childhood education birth – grade 2, students with disabilities grades 1-6 and students with disabilities birth – grade 2. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$39,665.
- 4.1.6 Anneliese Bishop, to be appointed as an Elementary Teacher at Barclay School effective August 31, 2021 Initial certificates in childhood education grades 1-6 and students with disabilities grades 1-6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$38,900.
- 4.1.7 Nicholas Colucci, to be appointed as an Elementary Teacher at Barclay School effective August 31, 2021 Initial certificates in childhood education grades 1-6 and students with disabilities grades 1-6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$38,361.
- 4.1.8 Kristin Barber, to be appointed as an AIS Reading Teacher at Ginther School effective August 31, 2021 Permanent certificate in pre-kindergarten, kindergarten and grades 1-6 and a professional certificate in literacy birth – grade 6 Probationary period August 31, 2021 through August 30, 2024. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$62,051.

- 4.1.9 Amy Prate, to be appointed as an Elementary Teacher at Ginther School effective August 31, 2021 Professional certificates in childhood education grades 1-6, early childhood education birth – grade 2 and students with disabilities grades 1-6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$43,005.
- 4.1.10 ~~APPOINTMENT CHANGE Amy Prate, to be appointed as a long term substitute Kindergarten Teacher at Ginther School effective August 31, 2021 through June 20, 2022. Professional certificates in early childhood (birth – grade 2), childhood education (grades 1-6), and students with disabilities (grades 1-6). Annual salary rate of \$38,900.~~
- 4.1.11 Julia Meyers, to be appointed as an Elementary Teacher at Ginther School effective August 31, 2021 Initial certificates in childhood education grades 1-6, early childhood education birth – grade 2 and students with disabilities grades 1-6. Probationary period August 31, 2021 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$40,223.

## 4.2 Resignations

- 4.2.1 Elizabeth Scherer, Art Teacher at Oliver Middle School, resigning effective July 18, 2021.
- 4.2.2 Kristin Barber, Elementary Teacher at Ginther School, resigning effective August 30, 2021, pending board approval to the position of AIS Reading Teacher.

## 4.3 Substitutes

- 4.3.1

## 4.4 Teacher Immersion Fellowship Program Participants

- 4.4.1

## 4.5 Leaves

- 4.5.1 Kailey Zorn, to begin an unpaid leave of absence effective August 31, 2021 through June 24, 2022.

## 4.6 Other

- 4.6.1 -4.6.35 Fall Coaching

	Sport	Position	Name	Level	Step	Amount
4.6.1	Cheerleading	Varsity	Nicole Duthoy	C	8	\$3,897
4.6.2	Cheerleading	JV	Geri Hofstra	E	6	\$2,895
4.6.3	Cheerleading	Modified A	Melissa Snider	G	OFF 1	\$2,693
4.6.4	Cross Country	Varsity	Michael LaFrance	C	OFF 7	\$4,654
4.6.5	Cross Country	Program Asst.	Audra Knapp	D	OFF 7	\$4,131
4.6.6	Cross Country	Mod B	Steven Reiss	G	OFF 1	\$2,693
4.6.7	Football	Varsity	Scott Nugent	A	OFF 7	\$6,555
4.6.8	Football	Assistant	Scott Hopsicker	C	OFF 4	\$4,386
4.6.9	Football	Assistant	Joe Innes	C	8	\$3,897
4.6.10	Football	Assistant	Jason Hellwig	C	1	\$2,962
4.6.11	Football	JV	Bryon Rockow	C	OFF 2	\$4,216
4.6.12	Football	JV	Jim Baker	C	5	\$3,467
4.6.13	Football	Modified B	Paul Carella	D	OFF 7	\$4,131
4.6.14	Football	Mod Asst.	Derek Howlett	G	OFF 7	\$3,032
4.6.15	Football	Mod Asst.	Jake Farrell	G	3	\$2,089
4.6.16	Boys Soccer	Varsity	Jeff Phillips	C	OFF 7	\$4,654
4.6.17	Boys Soccer	JV	Matt Schirmer	E	8	\$3,130
4.6.18	Boys Soccer	Program Asst.	Blaine Broughton	E	OFF 2	\$3,387
4.6.19	Girls Soccer	Varsity	Matt Davis	C	OFF 7	\$4,654



4.6.20	Girls Soccer	Mod A	Amy Phillips 50%	F	OFF 7	\$1,658
4.6.21	Girls Soccer	Mod A	Shauna Zurowski 50%	F	3	\$1,143
4.6.22	Girls Soccer	Program Asst.	Hugo Herrera	E	7	\$3,010
4.6.23	Girls Swimming	Varsity	Laurie Torrence	C	6	\$3,609
4.6.24	Girls Swimming	Dive Assistant	Christina Lesniak	E	2	\$2468
4.6.25	Girls Swimming	Mod B	Michael Spagnola	G	3	\$2,089
4.6.26	Girls Tennis	Varsity	Erin Waite	C	OFF 6	\$4,563
4.6.27	Girls Tennis	Mod A	Margaret Johansen	F	1	\$2,103
4.6.28	Boys Volleyball	Varsity	Corine Holding	C	3	\$3,199
4.6.29	Boys Volleyball	Modified B	Kyle Kita	G	3	\$2,089
4.6.30	Girls Volleyball	Varsity	Jamie Hugelmaier	C	OFF 3	\$4,300
4.6.31	Girls Volleyball	JV	Alyssa Staino	E	8	\$3,130
4.6.32	Girls Volleyball	Modified B-1	Brittany Hill	G	3	\$2,089
4.6.33	Girls Volleyball	Modified B	James Mercer	G	OFF 3	\$2,802
4.6.34	Girls Soccer	JV	Allison Sharpe	E	C	\$2468
4.6.35	Girls Soccer	Mod B	Kendra Zaffuto	G	2	\$2002

4.6.36 – 4.6.90 Department Chairs/ Subject Area Leaders

	<b>Name</b>	<b>Building</b>	<b>Extra Duty</b>	<b>Amount</b>
4.6.36	Matthew Komendat	OMS	Team Leader Gamma	\$2,377
4.6.37	Amy Phillips	OMS	Team Leader Kappa	\$2,377
4.6.38	Melinda Rugari	OMS	Team Leader Theta	\$2,377
4.6.39	Kathleen Salecki	OMS	Team Leader Delta	\$2,377
4.6.40	Scott Stepanek	OMS	Team Leader Lambda	\$2,377
4.6.41	Jessica Barton	OMS	Team Leader Sigma	\$2,377
4.6.42	Lisa Lancia	OMS	Subject Area Leader - Special Areas	\$2,377
4.6.43	Christina Latronica	OMS	Subject Area Leader - Inclusive Education	\$2,377
4.6.44	Casey Coon	OMS	Subject Area Leader - Technology	\$2,377
4.6.45	Byron Rockow	OMS	Subject Area Leader - Health	\$2,377
4.6.46	Elaine Farrand	OMS	Subject Area Leader - ELA	\$2,377
4.6.47	Alicia Pakusch	OMS	Subject Area Leader - Math	\$2,377
4.6.48	Amy Phillips	OMS	Subject Area Leader - Science	\$2,377
4.6.49	Michael Kiesow	OMS	Subject Area Leader - Social Studies	\$2,377
4.6.50	Julie Dioguardi	OMS	Subject Area Leader - World Languages	\$2,377
4.6.51	Hugo Herrera	OMS	Subject Area Leader- PE	\$2,377
4.6.52	Christine Ralyea	OMS	Subject Area Leader - Mental Health	\$2,377
4.6.53	Karen Ekeze	Ginther	Grade Chair-UPK	\$2,377

4.6.54	Liza Aguglia	Ginther	Grade Chair-Kindergarten (shared w/ Mangiameli)	\$1,188.50
4.6.55	Jessica Mangiameli	Ginther	Grade Chair-Kindergarten (shared w/ Aguglia)	\$1,188.50
4.6.56	Kristin Dettman	Ginther	Grade Chair - 1st grade (shared w/ TBD)	\$1188.50
4.5.57	Kristine Kirchgraber	Barclay	Grade Chair- 2nd grade (shared w/ Shatzel	\$1,188.50
4.6.58	Jodie Shatzel	Barclay	Grade Chair - 2nd grade (shared w/ Kirchgraber)	\$1,188.50
4.6.59	Annalisa Underwood	Barclay	Grade Chair - 3rd grade (Shared w/ Rugari)	\$1,188.50
4.6.60	Joseph Rugari	Barclay	Grade Chair - 3rd grade (Shared w/ Underwood)	\$1,188.50
4.6.61	Julia Wilson	Hill	Grade Chair - 4th grade	\$2,377
4.6.62	Nancy Postilli	Hill	Grade Chair - 5th grade	\$2,377
4.6.63	Mary Warth	High	District Wide Chair- Art	\$3,393
4.6.64	Suzanne Sodoma	High	H.S Department Chair- Business	\$3,393
4.6.65	Marcia Bartalo	High	H.S Department Chair- Counseling	\$3,393
4.6.66	Dawn Siragusa	High	H.S. Department Chair ELA	\$3,393
4.6.67	Heather Dennis	High	District Wide Chair- Health	\$3,393
4.6.68	Kathleen Jaccarino	High	District Wide Chair- Library	\$3,393
4.6.69	Justin Geist	High	H. S Department Chair- Math	\$3,393
4.6.70	Shawn Halquist	High	District Wide Chair- Music	\$3,393
4.6.71	Joe Setek	High	H.S Department Chair- PE	\$3,393
4.6.72	Steven Reiss	High	H.S Department Chair- Science	\$3,393
4.6.73	Scott Hopsicker	High	H.S Department Chair- Social Studies	\$3,393
4.6.74	Gordon Dibattisto	High	H.S Department Chair- Technology	\$3,393
4.6.75	Jacquelynn Merida	High	H.S Department Chair- LOTE	\$3,393
4.6.76	Amy Rybacki	Ginther	CSE Sub-Committee Chair	\$2,377
4.6.77	Audra Naujokas-Knapp	Barclay	CSE Sub-Committee Chair	\$2,377
4.6.78	Maria Belpanno	Hill	CSE Sub-Committee Chair	\$2,377
4.6.79	Colleen Parker	OMS	CSE Sub-Committee Chair	\$2,377
4.6.80	Amber Hildebrand	OMS/High	CSE Sub-Committee Chair	\$2,377
4.6.81	Michael Casale	High	CSE Sub-Committee Chair	\$2,377
4.6.82	Betsy Fitzpatrick	Inclusive Ed	CPSE Chair	\$3,393

4.6.83	Betsy Fitzpatrick	Inclusive Ed	CSE Chairperson	\$3,393
4.6.84	Jenna Murgillo	Hill	Elementary Chair Inclusive Education	\$3,393
4.6.85	Tracy Bush	Ginther	District Wide Chair - AIS (Shared w/ Casper, McAdoo, & Arnold)	\$848.25
4.6.86	Andrea Casper	Hill	District Wide Chair - AIS (Shared w/ Bush, McAdoo, & Arnold)	\$848.25
4.6.87	Kristin McAdoo	OMS	District Wide Chair - AIS (shared w/ Bush, Casper, & Arnold)	\$848.25
4.6.88	Patricia Arnold	High	District Wide Chair - AIS (shared w/ Bush, Casper & McAdoo)	\$848.25
4.6.89	Tresa Constantino	OMS	Team Leader Alpha	\$2,377
4.6.90	Scott Schleede	OMS	Team Leader Epsilon	\$2,377

4.6.91 Upon the recommendation of the Superintendent, for the reason of economy, the Board of Education of the Brockport Central School District hereby abolishes one (1.0) position in the special education area effective July 1, 2021. The Superintendent of the School is directed to implement this reduction in force in accordance with applicable law and regulations.

4.6.92 Upon the recommendation of the Superintendent, for the reason of economy, the Board of Education of the Brockport Central School District hereby abolishes one (1.0) position in the social studies area effective July 1, 2021. The Superintendent of the School is directed to implement this reduction in force in accordance with applicable law and regulations.

## 4.0 CLASSIFIED PERSONNEL



**BROCKPORT CENTRAL SCHOOL DISTRICT**  
**BOARD OF EDUCATION MEETING**  
**AUGUST 3, 2021**

**PERSONNEL AGENDA – CLASSIFIED**

Office of the Superintendent of Schools  
Board Meeting of August 3, 2021

Sean C. Bruno  
Superintendent of Schools

Jerilee DiLalla  
Assistant Superintendent for Human Resources

Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education approves action on the following **Classified, Exempt, Substitute, Volunteer, and College Participant** positions:

**4.7 Appointments**

- 4.7.1 Peter Major, to be appointed as a probationary Driver-Messenger in the Food Service Department effective August 31, 2021. Rate is set at \$12.50 per hour. Probationary period begins on August 31, 2021 and ends on August 30, 2022.
- 4.7.2 Kimberly Baker, to be appointed as a probationary Bus Attendant in the Transportation Department effective August 31, 2021. Rate is set at \$12.50 per hour. Probationary period begins on August 31, 2021 and ends on August 30, 2022. (Pending fingerprint clearance.)
- 4.7.3 Katrina Schwartz, to be appointed as a provisional Office Clerk IV (11 Months) at the Hill School effective August 23, 2021. Rate is set at \$14.79 per hour. Probationary period is to be determined.
- 4.7.4 Erica Baase, to be appointed as a provisional Office Clerk II (11 Months) at the High School effective August 26, 2021. Rate is set at \$16.20 per hour. Probationary period is to be determined. (Pending fingerprint clearance.)

**4.8 Resignations**

- 4.8.1 Scott Wilson, Head Custodian, Buildings and Grounds Department, resigning for the purpose of retirement, effective September 30, 2021.
- 4.8.2 Gregory Baron, Bus Driver, Transportation Department, resigning for the purpose of retirement, effective August 29, 2021.
- 4.8.3 Katrina Schwartz, Teacher Aide, Hill School, resigning effective August 22, 2021, pending board approval to the position of Office Clerk IV.
- 4.8.4 Nathen Hartman, Cleaner, Hill School, resigning effective August 13, 2021.

**4.9 Substitutes**

- 4.9.1 Jennifer Carpenter, Bus Attendant
- 4.9.2 Kelly Henson, Food Service Helper, pending fingerprint clearance
- 4.9.3 Emilee Peters, Bus Attendant

**4.10 Volunteers**

None

**4.11 College Participants**

None

**4.12 Leaves of Absence**

None

**4.13 Other**

4.13.1 The staff listed below has been selected for the Summer Program (4.50 hours per day), Hill School, effective retro to July 26, 2021 through August 10, 2021 at their regular rate for 2021-2022 school year..

4.13.1 Courtney Webster (Teacher Aide)

4.13.2 ~~Stephanie Koss (Teacher Aide)~~ – WITHDREW



## 5.0 FINANCIAL



Sean C. Bruno  
Superintendent

Darrin Winkley  
Assistant Superintendent for Business

**SUBJECT: Intermunicipal Cooperation Agreement for the Sharing of Opportunities and Resources of Interscholastic Hockey between Spencerport Central School District and Brockport Central School District**

Submitted to the Board of Education for their approval is an Intermunicipal Hockey Agreement between, Spencerport Central School District and the Brockport Central School District, for the 2021-2022 school year.

**WHEREAS**, this Agreement is made pursuant to General Municipal Law, Article 5-G; and

**WHEREAS**, the Districts desire to provide student athletes at each of their respective districts with continued opportunities for interscholastic participation in Hockey at the Varsity level; and

**WHEREAS**, the Districts desire to share opportunities and resources of interscholastic Hockey.

Recommendation: Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

**RESOLVED**, that the Board of Education enter into a hockey agreement with Spencerport Central School District for the 2021-2022 school year.

**INTERMUNICIPAL COOPERATION AGREEMENT**  
**FOR THE SHARING OF OPPORTUNITIES AND RESOURCES**  
**OF INTERSCHOLASTIC HOCKEY**  
**(Pursuant to General Municipal Law § 5-G)**

THIS AGREEMENT, made this \_\_\_\_ day of July, 2021, by and between the Spencerport Central School District (“Spencerport CSD”) and the Brockport Central School District (“Brockport CSD”), each being municipal corporations as defined by Section 119-n(a) of the General Municipal Law of New York.

WITNESSETH:

**WHEREAS**, this Agreement is made pursuant to General Municipal Law, Article 5-G;  
and

**WHEREAS**, the Districts desire to provide student athletes at each of their respective districts with continued opportunities for interscholastic participation in Hockey at the Varsity level; and

**WHEREAS**, the Districts desire to share opportunities and resources of interscholastic Hockey.

**NOW, THEREFORE**, it is mutually covenanted and agreed by and between the parties hereto as follows:

**SECTION ONE.                   TEAM NAME**

The team will be known as the “[NAME TBD] Hockey Team(s).”

**SECTION TWO.                   UNIFORMS, EQUIPMENT AND MASCOT**

The Districts will mutually collaborate to determine uniforms, mascot, team colors and related items for 21-22 hockey season. [NAME TBD] uniforms will be designed and purchased for the 21-22 season and equipment will be utilized for the 2021-22 hockey season. (Each district will pay 1/2 of the costs of designing and adding the logo to the uniforms.) The parties will use reasonable efforts to collectively discuss and determine a hockey team mascot prior to 09/1/2021.

**SECTION THREE.               PERSONNEL**

Minimally one Head Coach and one assistant coach will be staffed for the team. Additional assistant coaches may be utilized. The Hockey Head Coach and one assistant coach will be hired and staffed by Brockport CSD, one or two assistant coaches will be hired and staffed by Spencerport CSD, athletic trainer to be staffed by Brockport CSD (if trainer is unavailable, Spencerport CSD will provide athletic trainer services), other staff and supervisory personnel shall be engaged by Brockport CSD and Spencerport CSD in accordance with any applicable

agreement(s) and/or other requirements. Unless there is a change to the assistant coach(es) hired by Spencerport CSD, any new hockey coach(es) and trainer(s) will be hired by Brockport CSD, having considered the recommendations of the other district.

All volunteers shall be approved by the Brockport CSD Board of Education. The head coach will determine the needed number of volunteers in collaboration with Spencerport CSD Coaching Staff. Consideration will be made to allow for participation of volunteers from each district. Final recommendations on certified volunteers will be made by the Athletic Directors from both Districts.

Day-to-day programmatic decisions shall be made by Brockport CSD, having considered any related input provided by the other district.

#### **SECTION FOUR. LOCATION AND TRANSPORTATION**

Practices and home games will be hosted by Brockport CSD.

Brockport CSD will arrange for and provide transportation for Brockport Players/Coaches to/from away games. Brockport CSD is the insured entity during transport for Brockport Players/Coaches. Spencerport CSD will arrange for and provide transportation for Spencerport Players/Coaches to/from away games. Spencerport CSD is the insured entity during transport for Spencerport Players/Coaches.

Spencerport CSD is responsible for transporting its students to/from practices and games at Brockport CSD's designated site at no cost to Brockport CSD. The transporting party is the insured entity during transport. Brockport CSD will not be responsible for transporting Spencerport CSD students to/from home games or practices at Brockport CSD's designated location.

#### **SECTION FIVE. WEATHER OR OTHER CANCELLATIONS**

In the event of a weather cancellation at Brockport CSD, practices and contests will be cancelled, unless otherwise mutually determined. In the event of a weather cancellation at Spencerport CSD, the parties will confer and collectively determine whether or not practices and contests will be cancelled.

#### **SECTION SIX. FINANCIAL RESPONSIBILITIES**

All costs associated with the hockey program (except as expressly set forth in this Agreement for new uniforms-mascot-logo design and transportation costs) including, but not limited to those associated with coaches, athletic trainer, ice rental, equipment and supplies, assigner fees, website fees, stipends, official fees/costs, dues, game supervision, ice preparation and reconditioning of helmets, shall be aggregated and divided by the total number of student-participants. Each district will be responsible for paying/reimbursing its *pro rata* portion of the total costs based on the respective number of its students participating in the program. In the event that any district has less than eight (8) students participating in the program in any year, that district will be treated as

if eight (8) students are participating in the program and it will accordingly be responsible for paying/reimbursing its *pro rata* portion based on an eight (8) student participation count.

**SECTION SEVEN. CODE OF CONDUCT**

The Code of Conduct of each student’s home district shall also apply to the student’s participation in the hockey program.

**SECTION EIGHT. ATHLETIC ELIGIBILITY**

Each student athlete will be held to the Academic Eligibility Standards of his or her home district.

**SECTION NINE. TERM**

This Agreement shall be effective for the period July 1, 2021 through and including June 30, 2022

**SECTION TEN. TERMINATION**

Any party may terminate this Agreement upon thirty (30) days prior written notice to the other. Such written notice shall be sent to the designated agent for each party as set forth in Section Eleven. Such termination shall not affect any student’s ability to participate mid-season and shall take effect immediately following the current season.

**SECTION ELEVEN. AGENTS**

Each District designates the Superintendent of Schools as its authorized agent for all communications pursuant to this Agreement. Written notices required under this Agreement shall be addressed as follows, or to such other addresses as may hereafter be designated in writing by either party hereto:

To the Spencerport CSD:  Superintendent of Schools Spencerport Central School District 71 Lyell Avenue Spencerport, NY 14559	To the Brockport CSD:  Superintendent of Schools Brockport Central School District 40 Allen Street Brockport, NY 14420
---	---

**SECTION TWELVE. INSURANCE**

Each District hereby agrees: (1) to obtain and thereafter keep in full force and effect during the term of this Agreement general liability insurance with limits of not less than \$1,000,000 per occurrence and \$3,000,000 annual aggregate; (2) that the party whose employee(s), student(s) and/or agent’s act(s) and/or omission(s) and/or negligence cause(d) and/or resulte(d) in liability related to the program provided pursuant to this Agreement shall be primary with respect to any claim made related to the services provided pursuant to this Memorandum of Agreement; and (3)

that each party shall furnish the other party with evidence of such coverage upon execution of this Agreement. Each district shall be named as additional insured on the other districts' policies.

**SECTION THIRTEEN. INDEMNIFY AND HOLD HARMLESS**

To the fullest extent permitted by law, each party to this Agreement shall indemnify, hold harmless, and defend, with reasonable attorney fees, the other parties, their officers, board members, employees, and agents from and against any actual or alleged claims, demands, suits, or liability arising from injury to any person, including death, or damage to property resulting from any negligent acts or omissions of the indemnifying party, its employees, students or agents in connection with this Agreement. If it is determined that the injury or damage is the result of negligent acts or omissions of all parties to this Agreement, each party shall be responsible for its comparative responsibility for the injury or damage. Each party's duties and obligations pursuant to this Section shall survive the termination or expiration of this Agreement.

**SECTION FOURTEEN. COMPLIANCE WITH ALL LAWS**

In performing under the terms of this Agreement, each district and each of its respective agents shall comply with all applicable federal, state, and local laws, resolutions, ordinances, codes, rules, and regulations.

**SECTION FIFTEEN. PROHIBITION AGAINST ASSIGNMENT**

No party to this Agreement shall assign, transfer, convey, sublet, or otherwise dispose of this Agreement, or of its right, title, or interest in this Agreement, to any other person without the previous written consent of the other party.

**SECTION SIXTEEN. NON-WAIVER OF BREACH**

No waiver of any breach of any condition of the Agreement shall be binding unless in writing and signed by the party waiving said breach. No such waiver shall in any way affect any other term or condition of this Agreement or constitute a cause of excuse for a repetition of such or any other breach.

**SECTION SEVENTEEN. ENTIRE AGREEMENT**

This Agreement constitutes the entire and integrated Agreement between the parties and supersedes any and all prior proposals, negotiations, and agreements, whether written or oral. Any modification or amendment to this Agreement shall be void unless it is in writing, signed by each party and approved by each district's board of education.

**SECTION EIGHTEEN. APPLICABLE LAW**



This Agreement is governed by the laws of the State of New York.

**SECTION NINETEEN. SEVERABILITY**

If any provision of this Agreement is held invalid by a court of law, the remainder of this Agreement shall be valid and enforceable.

**SECTION TWENTY. BOARD APPROVAL**

This Agreement is subject to the approval of each district's board of education.

**IN WITNESS WHEREOF**, the parties hereto have caused this Intermunicipal Agreement to be duly executed as of the day and year first above written.

**BROCKPORT CENTRAL SCHOOL DISTRICT**

By: \_\_\_\_\_  
Sean Bruno  
Superintendent of Schools

**SPENCERPORT CENTRAL SCHOOL DISTRICT**

By: \_\_\_\_\_  
Kristin Swann  
Superintendent of Schools

## 6.0 PHYSICAL PLANT



Sean C. Bruno  
Superintendent of Schools

Darrin Winkley  
Assistant Superintendent for Business

**SUBJECT: Large Accounts Natural Gas Program – 2021-22 Bid**

- Bids were received on July 14, 2021
- Bids received:
  - UGI Energy Services, Inc.-Method #1-Fixed \$3.3000/DTH
  - **UGI Energy Services-Method #3-NYMEX Index \$3.3648/DTH**
  - Marathon Energy –Method #1 -Fixed Price \$3.4496/DTH
  - Empire Natural Gas Corp.-Method #3-NYMEX Index \$3.4658/DTH
  - Empire Natural Gas Corp.-Method #1-Fixed Price \$3.4700/DTH
  - Marathon Energy –Method #3 -NYMEX Index \$3.4953/DTH
  - Energymark, LLC – Method #1 Fixed Price \$3.5400/DTH
  - Energymark, LLC – Method #3 NYMEX Index \$3.5448/DTH
  - New Wave Energy-Method #1-Fixed Price \$3.8200/DTH
  - New Wave Energy-Method #3-NYMEX Index \$3.9248/DTH
  - NOCO Energy-Method #3-NYMEX Index \$4.5448/DTH
  - NOCO Energy-Method #1-Fixed Price \$4.6400/DTH
- Based upon our estimated annual consumption of 31,473 DTH, on the above costs/DTH, ranking:
  - UGI Energy Services, Inc.-Method #1-Fixed \$103,861
  - **UGI Energy Services-Method #3-NYMEX Index \$105,901**
  - Marathon Energy –Method #1 -Fixed Price \$108,569
  - Empire Natural Gas Corp.-Method #3-NYMEX Index \$109,080
  - Empire Natural Gas Corp.-Method #1-Fixed Price \$109,211
  - Marathon Energy –Method #3 -NYMEX Index \$110,008
  - Energymark, LLC – Method #1 Fixed Price \$111,414
  - Energymark, LLC – Method #3 NYMEX Index \$111,566
  - New Wave Energy-Method #1-Fixed Price \$120,227
  - New Wave Energy-Method #3-NYMEX Index \$123,526
  - NOCO Energy-Method #3-NYMEX Index \$143,039
  - NOCO Energy-Method #1-Fixed Price \$146,035

Recommendation: Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

**RESOLVED**, that UGI Energy Services one year bid term under the NYMEX indexed price with full requirements (Method #3) at a monthly cost of current month NYMEX settlement minus \$.3200 per DTH delivered to the RG&E citygate be hereby awarded the large bid for Natural Gas for the 2021-2022 school year for an estimated expense of **\$105,901**.

Sean C. Bruno  
Superintendent of Schools

Darrin Winkley  
Assistant Superintendent for Business

**SUBJECT: Small Accounts Natural Gas Program – 2021-22 Bid**

- Bids were received on July 14, 2021
- Bids received:
- **UGI Energy Services-Method #3-NYMEX Index** **\$3.8499/DTH**
- UGI Energy Services, Inc. -Method 1- Fixed \$3.8600/DTH
- NEW WAVE ENERGY -METHOD3-NYMEX Index \$3.8799/DTH
- New Wave Energy-Method #1-Fixed \$3.8800/DTH
- Marathon Energy -Method#3 -NYMEX Index \$3.9168/DTH
- Empire Natural Gas Corp.-Method #3-NYMEX Index \$3.9509/DTH
- Marathon Energy –Method #1 –Fixed \$4.0018/DTH
- Empire Natural Gas Corp.-Method #1-Fixed \$4.0580/DTH
- Energymark, LLC – Method #3 NYMEX Indexed \$4.2199/DTH
- Energymark, LLC – Method #1 Fixed \$4.4400/DTH
- NOCO Energy-Method #3-NYMEX Index \$4.5499/DTH
- NOCO Energy-Method # 1-Fixed \$4.8629/DTH

Based upon our estimated annual consumption of 2,712 DTH, on the above costs/DTH, ranking:

- **UGI Energy Services-Method #3-NYMEX Index** **\$10,441**
- UGI Energy Services, Inc. -Method #1- Fixed \$10,468
- New Wave Energy –Method #3-NYMEX Index \$10,522
- New Wave Energy-Method #1-Fixed \$10,523
- Marathon Energy –Method #3 -NYMEX Index \$10,622
- Empire Natural Gas Corp.-Method #3-NYMEX Index \$10,715
- Marathon Energy –Method #1 –Fixed \$10,853
- Empire Natural Gas Corp.-Method #1-Fixed \$11,005
- Energymark, LLC – Method #3 NYMEX Indexed \$11,444
- Energymark, LLC – Method #1 Fixed \$12,041
- NOCO Energy-Method #3-NYMEX Index \$12,339
- NOCO Energy-Method # 1-Fixed \$13,188

Recommendation: Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

**RESOLVED**, that UGI Energy Services one year bid term under the NYMEX index price method for full requirements (Method #3) at a monthly cost of current month NYMEX plus \$.2300 per DTH delivered to the RG&E citygate be hereby awarded the small bid for Natural Gas for the 2021-2022 school year for an estimated expense of **\$10,441**.

# 7.0 HUMAN RESOURCES



## 8.0 SUPERINTENDENT REPORT





## 9.0 BOARD OPERATIONS





**BROCKPORT CENTRAL SCHOOL**  
**Brockport, NY 14420-2296**

---

**Board of Education**  
**2021-2022 Meeting Schedule**

<b>Day</b>	<b>Date</b>	<b>Location/Notes</b>
Tuesday	July 6, 2021*	Reorganization Meeting 5 p.m. District Office Board Room
Tuesday	July 20, 2021*	5 p.m. District Office Board Room
Tuesday	August 3, 2021*	5 p.m. District Office Board Room
Tuesday	August 17, 2021*	5 p.m. District Office Board Room
Tuesday	September 7, 2021	District Office Board Room
Tuesday	September 21, 2021	District Office Board Room
Tuesday	October 5, 2021	District Office Board Room
Tuesday	October 19, 2021	District Office Board Room
Tuesday	November 2, 2021	District Office Board Room
Tuesday	November 16, 2021	District Office Board Room
Tuesday	December 7, 2021	District Office Board Room
Tuesday	December 21, 2021	District Office Board Room
Tuesday	January 4, 2022	District Office Board Room
Tuesday	January 18, 2022	District Office Board Room
Tuesday	February 1, 2022	District Office Board Room
Tuesday	February 15, 2022	District Office Board Room
Tuesday	March 1, 2022	District Office Board Room
Tuesday	March 15, 2022	District Office Board Room
Tuesday	April 5, 2022	District Office Board Room
Tuesday	April 26, 2022*	District Office Board Room Off Schedule (Spring Recess)
Tuesday	May 3, 2022*	6 p.m. Board Meeting/ Budget Public Hearing Hill School Cafetorium
Tuesday	May 17, 2022*	Budget Vote 7 p.m. Board meeting District Office Board Room
Tuesday	June 7, 2022	District Office Board Room
Tuesday	June 21, 2022	District Office Board Room

*Regular meetings are typically held on the first and third Tuesday at 6 p.m. Exceptions are marked with an asterisk (\*). **Note:** Meeting location is subject to change. Updated information will be posted on the District's website at [www.bcs1.org](http://www.bcs1.org).*



## MCSBA 2021 - 2022 CALENDAR

JULY 2021			
	5	MON	Holiday (Office Closed) Independence Day
	15	THUR	NYSSBA Summer Law Conference
*	27	TUES-8:00 am	Half day District Clerk's Conference

AUGUST 2021			
*	11	WED-Noon	Steering Committee
*	11	WED-5:45pm	Board Leadership Meeting

SEPTEMBER 2021			
	6	MON	Holiday (office closed) Labor Day
*	8	WED-Noon	Legislative Committee Meeting
*	8	WED-5:45pm	Board Leadership Meeting
	15	WED	Information Exchange Committee, <b>Shadow Lake Golf Club</b>
*	22	WED-Noon	Labor Relations Committee Meeting
	23	THUR-8:00am	<b>MCSBA Fall Law Conference, Shadow Lake Golf Club</b>
	26-28	SUN-TUES	NYSCOSS, Saratoga Springs, NY

OCTOBER 2021			
	1	FRI	NYSSBA Board Officer's Academy
*	6	WED-Noon	Legislative Committee Meeting
	6	WED-5:45pm	Executive Committee Meeting
	7	THURS	NYSSBA District Clerk Workshop
	11	MON	Columbus Day (Office Closed)
	13	WED-Noon	Information Exchange Committee Meeting, <b>Shadow Lake Golf Club</b>
*	16	SAT-7:30am	<b>MCSBA Finance Conference</b>
	18-22	MON-FRI	Board Member Recognition Week
*	20	WED-Noon	Labor Relations Committee Meeting
	24-26	THURS-SAT	NYSSBA Convention - NYC

NOVEMBER 2021			
	3	WED-Noon	Legislative Committee Meeting, <b>Shadow Lake Golf Club</b>
	3	WED-5:45 pm	Board Leadership Meeting, <b>Shadow Lake Golf Club</b>
	7	SUN	Daylight Savings Time
	10	WED-Noon	Information Exchange Committee Meeting, <b>Shadow Lake Golf Club</b>
	10	WED -4:00pm	Steering Committee Meeting - ZOOM
	11	THURS	Veterans Day Holiday (office closed)
*	17	WED-Noon	Labor Relations Committee Meeting
*	18	THUR-8:30am	<b>District Clerks Conference</b>
	25-26	THUR-FRI	Thanksgiving Holiday (Office Closed)

DECEMBER 2021			
*	1	WED-Noon	Legislative Committee Meeting
	1	WED-5:45pm	Executive Committee Meeting
	6	MON-7am	<b>MCSBA One Day Advocacy Trip to Albany</b>
	23-25	THURS-SAT	Christmas Holiday (Office Closed)
	30	FRI	New Year's Eve (office closed)

<b>JANUARY 2022</b>			
	1	SAT	Holiday - New Year's Day
*	5	WED-Noon	Legislative Committee Meeting
*	5	WED-5:45pm	Board Leadership Meeting
*	12	WED-Noon	Information Exchange Committee Meeting
	17	MON	Martin Luther King Holiday – Office closed
*	19	WED-Noon	Labor Relations Committee Meeting
*	26	WED-Noon	Steering Committee Meeting

<b>FEBRUARY 2022</b>			
*	2	WED - Noon	Legislative Committee Meeting
	2	Wed-5:45pm	Executive Committee Meeting
*	5	SAT-9:00 am	MCSBA Legislative Breakfast
*	9	WED-Noon	Information Exchange Committee Meeting
*	16	WED-Noon	Labor Relations Committee Meeting
	21	MON	Holiday (Office Closed) President's Day
	21-25	MON-FRI	Winter Recess

<b>MARCH 2022</b>			
*	2	WED-Noon	Legislative Committee Meeting
*	2	WED-5:45pm	Board Leadership Meeting
	7-8	MON-10:30am	MCSBA Albany 2-day Advocacy Trip
*	9	WED-Noon	Information Exchange Committee
	13	SUN	Daylight Savings Time
*	16	WED-Noon	Labor Relations Committee Meeting
*	26	SAT	Prospective Candidate Seminar
*	30	WED-Noon	Steering Committee Meeting

<b>APRIL 2022</b>			
	2-4	SAT-MON	NSBA Annual Conference, San Diego, CA
*	6	WED-Noon	Legislative Committee Meeting
	6	WED -	Monroe 2-Orleans BOCES Annual Meeting
*	7	THURS	District Clerk Conference
	7	THURS	Monroe One BOCES Annual Meeting
*	13	WED-Noon	Information Exchange Committee Meeting
	15	FRI	Holiday (Office Closed) Good Friday
	18-22	MON-FRI	Spring Break
*	27	WED-Noon	Labor Relations Committee Meeting
	27	WED- 5:45pm	Executive Committee Meeting

<b>MAY 2022</b>			
*	4	WED-Noon	Legislative Committee Meeting
*	4	WED -5:45pm	Board Leadership Meeting
	17	TUES	BUDGET VOTE
	25	WED	MCSBA Annual Meeting
	30	MON	Holiday (Office Closed) Memorial Day

<b>JUNE 2022</b>			
*	11	SAT-7:30am	New Board Member Training

\* Meeting held at the DoubleTree Inn, 1111 Jefferson Rd., Rochester 14623, (475-1510)



# 10 OLD BUSINESS



# 11 OTHER ITEMS OF BUSINESS





# 12 EXECUTIVE SESSION





# 13 ADJOURNMENT

