

EASTPORT-SOUTH MANOR CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

Nicholas Vero, President • Cheryl Hack, Vice President
Marie Brown • Marion Diener • Jeffrey Goldhammer • Karen Kesnig • Danielle Warsaw

Sharon P. Murray, District Clerk

Joseph A. Steimel, Acting Superintendent of Schools

Stuart Berman, District Treasurer

Timothy Laube, Assistant Superintendent for Business & Operations
Linda A. Weiss, Assistant Superintendent for Personnel and Accountability

MEETING AGENDA Board Meeting Room

**May 22, 2019
7:00 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE – South Street Students

PRESENTATIONS

- A. Student Ambassador – Sabrina Schumacher

ACCEPTANCE OF MINUTES

- A. May 8, 2019 Regular Meeting
- B. May 21, 2019 Annual Meeting Minutes

REPORTS/ANNOUNCEMENTS – SUPERINTENDENT OF SCHOOLS

PUBLIC PARTICIPATION – 1ST INVITATION

Please Note: This is the opportunity for persons who wish to speak or who have written letters to the board regarding topics that are included on this agenda. Speakers are asked to keep their comments brief, and to speak for no longer than five minutes.

AREAS OF OPERATION

A. Business Report

1. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education approve budget transfers for the 2018/19 school year in the amount of \$20,968.22.
2. Approval of Treasurer's Reports for March, 2019

B. Curriculum and Instruction Report

C. Personnel Report

1. Resignations – 8
2. Leave of Absence – 3
3. Appointments
 - a. Permanent Substitute Teacher – 1
4. Interscholastic Appointment – 1
5. Supplemental Pay – 8
6. Class Size Overage – 1
7. Student Teacher/Observer/Internship – 1
8. Event Chaperone - 27

OLD BUSINESS

- A. 2019/2020 School Calendar

NEW BUSINESS

- A. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education approve the Memorandum of Agreement between Eastport-South Manor Central School District and the Civil Services Employees Association, Inc. Local 1000 AFSCME, AFL-CIO, Eastport-South Manor Central School District Teacher Aides Unit, for the term of July 1, 2018 to June 30, 2022, and authorizes the Board President or designee to sign on behalf of the District.
- B. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education approve the Professional Development Service Agreement with Reading Writing Project Network, LLC, and authorizes the Board President or designee to sign on behalf of the District.
- C. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education approve the Health & Welfare Services Contracts for the 2018/2019 school year with Brentwood Union Free School District for students who are attending private/parochial school within their district and authorizes the Board President or designee to sign on behalf of the District.
- D. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education approve the Service Agreement for the 2018/2019 school year with Mindful Kid Child Psychiatry for providing pediatric psychiatric evaluations, and authorizes the Board President or designee to sign on behalf of the District.

E. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education declare the following equipment as obsolete as it is damaged beyond repair:

Quantity	Item	Inventory #	Department
1	Large Blue Slant Board	005	Special Education

F. BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education accept the donation of \$3,828.18 from the Eastport Tuttle PTO to cover the costs of transportation and a nurse for field trips for students at Tuttle Avenue School and Eastport Elementary, and

FURTHER, BE IT RESOLVED, that the Board of Education approve budget adjustments for the 2018/19 school year as follows:

AMOUNT	ACCOUNT CODE	DESCRIPTION
\$1,671.04	A5540.410-TA-0000	Field Trips Tuttle Avenue
\$2,157.14	A5540-410-EP-0000	Field Trips Eastport Elementary

STUDENT SERVICES

A. Acknowledge receipt and review of recommendations from the Committees on Special Education.

POLICY

A. Second Reading – Policy No. 4531, Field Trips and Excursions

B. First Reading – Policy No. 1900, 1900-R, 1900-E.3, Parent and Family Engagement

BOARD COMMITTEE REPORTS

- Health & Safety Committee
- Facilities Committee
- Legislative Committee
- Policy Review Committee
- Security Committee

COMMUNICATIONS ACKNOWLEDGEMENT

- Warrants including Revenue Budget Status & Appropriation Status Reports as of 5/17/19
- Claims Audit Report for April 2019 from Nawrocki Smith
- NYSSBA School Board Recognition Week Reception

GENERAL DISCUSSION

ESM PRIDE

PUBLIC PARTICIPATION – SECOND INVITATION

DATES TO REMEMBER

May 23 rd	SCHOOLS & OFFICES CLOSED – First Returned Unused Snow Day
May 24 th	SCHOOLS & OFFICES CLOSED – Second Returned Unused Snow Day
May 27 th	SCHOOLS & OFFICES CLOSED – Memorial Day
May 28 th	SCHOOLS & OFFICES CLOSED – Third Returned Unused Snow Day
May 29 th	JSHS Early Dismissal – Teacher/Parent Contact ESM Senior Showcase – 7:00 PM
May 30 th	TAS Field Day
May 31 st	DAS Field Day – Grades 3 & 4
June 1 st	EES/TAS PTO Father-Son Event
June 3 rd	ESM Music Booster Club Meeting – 7:00 PM
June 4 th	EES Spring Concert – 6:00 PM
June 5 th	Board of Education Meeting – 7:00 PM <i>Executive Session anticipated to begin at 5:30 PM</i>

ADJOURNMENT

Regular Board of Education Meeting May 8, 2019

A regular meeting of the Board of Education of the Eastport-South Manor Central School District, Suffolk County, New York, was held in the Board Meeting Room, Eastport-South Manor Jr. Sr. High School, Manorsville, New York on **May 8, 2019**.

Board of Education Members present: Mrs. Marie Brown, Mr. Jeffrey Goldhammer, Mrs. Cheryl Hack, Mr. Nicholas Vero, Mrs. Marion Diener, Mrs. Karen Kesnig, Mrs. Danielle Warsaw.

Also Present: Joseph A. Steimel, Acting Superintendent of Schools; Timothy Laube, Assistant Superintendent for Business and Operations; Linda Weiss, Assistant Superintendent for Personnel and Accountability; Sharon Murray, District Clerk

The meeting was called to order.

EXECUTIVE SESSION

MOTION made by Karen Kesnig, seconded by Danielle Warsaw for the Board to enter into executive session at 5:30 p.m. for the purpose of discussing a specific personnel matter.

Vote: Yes – 7, No – 0.

MOTION made by Marie Brown, seconded by Marion Diener for the Board to reconvene to public session at 7:00 p.m.

Vote: Yes – 7, No – 0.

Mrs. Van Tronk and Dayton Avenue students Harper Labaddia, Cassidy Labaddia, Michael Skidmore and Eileen Geraghty led the Pledge of Allegiance. The students also spoke about the ALS Ride for Life which was held this past Monday and the DAS students raised \$500.00.

PRESENTATIONS

- Student Ambassador Hanna Engelhardt reported on the JSBS events and accomplishments for the past month.

MINUTES

The minutes of the April 15, 2019 special meeting, April 17, 2019 regular meeting and the April 29, 2019 special meeting were accepted.

REPORTS/ANNOUNCEMENTS

- Mr. Steimel is looking forward to working with the Board of Education in bringing the district forward.
- The JSBS has been designated as a No Place for Hate School for the second year in a row.
- Congratulations to DAS students Jessica Diers and Kaitlyn Byrnes who received honorable mentions at Brookhaven National Lab over the weekend for their Science Fair Projects.
- SSS and EES faculty participated in Stop the Bleed training this week.

PUBLIC PARTICIPATION

None.

AREAS OF OPERATION

BUSINESS REPORT

Refunding of Serial Bonds

MOTION made by Karen Kesnig, seconded by Marie Brown for the Board of Education to adopt the following resolution:

Vote: Yes – 7, No – 0.

REFUNDING BOND RESOLUTION OF THE EASTPORT-SOUTH MANOR CENTRAL SCHOOL DISTRICT, NEW YORK, ADOPTED MAY 8, 2019, AUTHORIZING THE REFUNDING OF CERTAIN OUTSTANDING SERIAL BONDS OF SAID DISTRICT, STATING THE PLAN OF REFUNDING, APPROPRIATING AN AMOUNT NOT TO EXCEED \$17,500,000 THEREFOR, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$17,500,000 REFUNDING SERIAL BONDS OF THE DISTRICT TO FINANCE SAID APPROPRIATION, AND MAKING CERTAIN OTHER DETERMINATIONS ALL RELATIVE THERETO.

Recitals

WHEREAS, the Eastport-South Manor Central School District, in the County of Suffolk, New York (herein called the "District"), issued \$28,217,650 School District Serial Bonds-2010 on September 8, 2010 (the "2010 Bonds");

WHEREAS, \$12,017,650 of the 2010 Bonds were issued pursuant to the bond resolution entitled:

"Bond Resolution of the Eastport-South Manor Central School District, New York, adopted January 23, 2008, authorizing (i) (a) the partial reconstruction of, and construction of improvements to, various elementary school buildings, at the estimated cost of \$19,600,000, and (b) District-wide technology improvements, at the estimated cost of \$4,787,000; (ii) the construction of various improvements at the Eastport Elementary School, at the estimated maximum cost of \$1,550,000, and (iii) the construction of athletic facility and school building site improvements at Eastport-South Manor Middle/High School, at the estimated maximum cost of \$5,857,000; stating the estimated total cost thereof is \$31,794,000, appropriating said amount therefore; and authorizing the issuance of \$31,794,000 serial bonds of said District to finance said appropriation," duly adopted by the Board of Education on the date therein referred to, following the approval of three (3) bond propositions by a majority of the qualified voters of the District present and voting at the Special District Meeting duly called and held on December 4, 2007;

WHEREAS, \$16,200,000 balance of the 2010 Bonds were issued pursuant to the bond resolution entitled:

"Bond Resolution of the Eastport-South Manor Central School District, New York, adopted January 20, 2010, authorizing the construction of elementary school building additions, alterations and improvements, stating the estimated total cost thereof is \$60,835,000, appropriating said amount therefor, and authorizing the issuance of \$60,835,000 serial bonds of said District to finance said appropriation," duly adopted by the Board of Education on the date therein referred to, following the approval of a bond proposition by a majority of the qualified voters of the District present and voting at the Special District Meeting duly called and held on December 8, 2009;

WHEREAS, an aggregate amount of \$16,615,000 of the 2010 Bonds are currently outstanding (the "Outstanding Bonds") and mature on September 1 in the years and in the principal amounts and bear interest payable on March 1 and September 1 in each year, as follows:

<u>Year of Maturity</u>	<u>Principal Amount</u>	<u>Interest Rate</u>
2019	\$1,895,000	3.00%
2020	1,965,000	3.00
2021	2,035,000	3.00
2022	2,105,000	3.00
2023	2,180,000	3.00
2024	2,245,000	3.00
2025	2,320,000	3.00
2026	350,000	3-1/8
2027	360,000	3.25
2028	375,000	3-3/8
2029	385,000	3.50
2030	400,000	3.50

WHEREAS, the Outstanding Bonds maturing on and after September 1, 2020, are subject to redemption prior to maturity, at the option of the District, on September 1, 2019, and thereafter on any date, as a whole or in part, and if in part, in any order of their maturity and in any amount within a maturity (selected by lot within a maturity), at the price equal to the par principal amount thereof, plus accrued interest to the date of redemption;

WHEREAS, Sections 90.00 and 90.10 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law"), authorize the District to issue new bonds to refund all or a portion of the Outstanding Bonds provided the issuance of new bonds for such purpose will result in present value debt service savings for the District; and

WHEREAS, in order effectuate the refunding, it is now necessary to adopt a refunding bond resolution;

THEREFORE, THE BOARD OF EDUCATION OF THE EASTPORT-SOUTH MANOR CENTRAL SCHOOL DISTRICT, NEW YORK HEREBY RESOLVES (by the favorable vote of at least two-thirds of all the members of said Board of Education), AS FOLLOWS:

Section 1. In this resolution, the following definitions apply, unless a different meaning clearly appears from the context:

- (a) "Bond To Be Refunded" or "Bonds To Be Refunded" means all or any portion of the Outstanding Bonds, as shall be determined in accordance with Section 8 hereof.
- (b) "Escrow Contract" means the contract to be entered into by and between the District and the Escrow Holder pursuant to Section 9 hereof.
- (c) "Escrow Holder" means the bank or trust company designated as such pursuant to Section 9 hereof.
- (d) "Financial Advisor" means Munistat Services, Inc., Port Jefferson Station, New York.
- (e) "Outstanding Bonds" means the \$16,615,000 bonds referred to in the Recitals to this Resolution.

- (f) “Present Value Savings” means the dollar savings which result from the issuance of the Refunding Bonds computed by discounting the principal and interest payments on both the Refunding Bonds and the Bonds To Be Refunded from the respective maturities thereof to the date of issue of the Refunding Bonds at a rate equal to the effective interest cost of the Refunding Bonds. The effective interest cost of the Refunding Bonds shall be that rate which is arrived at by doubling the semi-annual interest rate (compounded semi-annually), necessary to discount the debt service payments on the Refunding Bonds from the maturity dates thereof to the date of issue of the Refunding Bonds and to the bona fide initial public offering price including estimated accrued interest, or, if there is no public offering, to the price bid, including estimated accrued interest.
- (g) “Redemption Date” or “Redemption Dates” means September 1, 2019, or any date thereafter with respect to the Outstanding Bonds maturing on and after September 1, 2020, as determined by the President of the Board of Education pursuant to Section 8 hereof.
- (h) “Refunding Bond” or “Refunding Bonds” means all or a portion of the \$17,500,000 Refunding Serial Bonds of the Eastport-South Manor Central School District, authorized pursuant to Section 3 hereof.
- (i) “Refunding Bond Amount Limitation” means an amount of Refunding Bonds which does not exceed the principal amount of Bonds To Be Refunded plus the aggregate amount of unmatured interest payable on such Bonds To Be Refunded, to and including the Redemption Date, plus any redemption premiums payable on such Bonds To Be Refunded as of such Redemption Date, plus costs and expenses incidental to the issuance of the Refunding Bonds, including the development of the Refunding Financial Plan, and of executing and performing the terms and conditions of the Escrow Contract and all fees and charges of the Escrow Holder as referred to in Section 9 hereof.
- (j) “Refunding Financial Plan” means the proposed financial plan for the refunding in the form attached hereto as **Exhibit A** and prepared for the District by the Financial Advisor.

Section 2. The Board of Education of the District (herein called the “Board of Education”), hereby authorizes the refunding of the Bonds To Be Refunded and appropriates an amount not to exceed \$17,500,000 therefor to accomplish such refunding. The plan of financing said appropriation includes the issuance of not to exceed \$17,500,000 Refunding Bonds, and the levy and collection of a tax upon all the taxable real property within the District to pay the principal of and interest on said Refunding Bonds as the same shall become due and payable. The Refunding Financial Plan is hereby accepted and approved, and includes (i) the deposit of all the proceeds of said Refunding Bonds with an Escrow Holder pursuant to an Escrow Contract as authorized in Section 9 hereof, (ii) the payment of all costs incurred by the District in connection with said refunding from such proceeds, and (iii) the investment of a portion of such proceeds by the Escrow Holder in certain obligations, the principal of and interest thereon, together with the balance of such proceeds to be held uninvested, shall be sufficient to pay the principal of and interest on and premium, if any, on the Bonds To Be Refunded becoming due and payable on and prior to the Redemption Date and to be called for redemption prior to maturity on the Redemption Date.

Section 3. Refunding Bonds in the aggregate principal amount of not to exceed \$17,500,000 are hereby authorized to be issued pursuant to the Law, and shall mature in such amounts, on such dates, and shall bear interest at such rates of interest per annum as shall be determined at the time of the sale of such bonds.

Section 4. The issuance of the Refunding Bonds will not exceed the Refunding Bond Amount Limitation. The maximum period of probable usefulness of the objects or purposes financed with the Bonds to be Refunded is thirty (30) years.

Section 5. The aggregate amount of estimated Present Value Savings is set forth in the Refunding Financial Plan, and computed in accordance with subdivision two of paragraph b of Sections 90.00 and 90.10 of the Law. Said Refunding Financial Plan has been prepared based upon the assumption that the Refunding Bonds will be issued in the aggregate principal amount and will mature, be of such terms, and bear such interest as set forth therein. The actual principal amount of the Refunding Bonds, the terms thereof, and the resulting Present Value Savings, may vary from the Refunding Financial Plan.

Section 6. (A) The Refunding Bonds may be sold at public or private sale.

(i) If the Refunding Bonds are sold at private sale, the President of the Board of Education is hereby authorized (a) to cause the Financial Advisor to solicit proposals for the refunding of the Outstanding Bonds from at least three (3) qualified firms recommended by the Financial Advisor; and (b) to execute a purchase contract on behalf of the District for the sale of said Refunding Bonds, provided that the terms and conditions of such sale shall be approved by the State Comptroller.

(ii) If the Refunding Bonds are sold at public sale pursuant to Section 57.00 of the Law, the President of the Board of Education is hereby authorized and directed to prepare or have prepared a Notice of Sale, which shall be published at least once in "*The Bond Buyer*," published in the City of New York, not less than five (5) nor more than thirty (30) days prior to the date of said sale. A copy of such notice shall be sent not less than eight (8) nor more than thirty (30) days prior to the date of said sale (a) to the State Comptroller, Albany, New York 12236; (b) to at least two (2) banks or trust companies having a place of business in the County in which the District is located, or, if only one (1) bank is located in such County, then to such bank and to at least two (2) banks or trust companies having a place of business in an adjoining County; and (c) to "*The Bond Buyer*", 1 State Street Plaza, New York, New York 10004; and (d) at least ten (10) bond dealers.

(B) Prior to the issuance of the Refunding Bonds the President of the Board of Education shall file with the Board of Education all requisite certifications, including a certificate approved by the State Comptroller setting forth the Present Value Savings to the District resulting from the issuance of the Refunding Bonds. In connection with the sale of Refunding Bonds, the District authorizes the preparation of an Official Statement and approves its use in connection with such sale, and further consents to the distribution of a Preliminary Official Statement prior to the date said Official Statement is distributed. The President of the Board of Education and his/her designees are hereby further authorized and directed to take any and all actions necessary to accomplish said refunding, and to execute any contracts and agreements for the purchase of and payment for services rendered or to be rendered to the District in connection with said refunding, including the preparation of the Refunding Financial Plan.

Section 7. Each of the Refunding Bonds authorized by this resolution shall contain the recital of validity prescribed by Section 52.00 of the Law and said Refunding Bonds shall be general obligations of the District payable as to both principal and interest by a general tax upon all the taxable real property within the District, without limitation as to rate or amount. The faith and credit of the District are hereby irrevocably pledged to the punctual payment of the principal of and interest on said Refunding Bonds and provision shall be made annually in the budget of the District for (a) the amortization and redemption of the Refunding Bonds to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 8. Subject to the provisions of this resolution and of the Law, and pursuant to the provisions of Section 21.00 of the Law with respect to the issuance of bonds having substantially level or declining annual debt service, and Sections 50.00, 56.00 to 60.00, 90.00, 90.10 and 168.00 of the Law, the powers and duties of the Board of Education relative to determining the amount of Bonds To Be Refunded, the Redemption Date, prescribing the terms, form and contents and as to the sale and issuance of the Refunding Bonds, approving all details of the Refunding Financial Plan not contained herein, executing any arbitrage certification relative

thereto, as well as executing any agreements for credit enhancements and executing the Official Statement referred to in Section 6, and the Escrow Contract described in Section 9, are hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 9. Prior to the issuance of the Refunding Bonds, the District shall contract with a bank or trust company located and authorized to do business in this state, for the purpose of having such bank or trust company act as the Escrow Holder of the proceeds, inclusive of any premium from the sale of the Refunding Bonds, together with all income derived from the investment of such proceeds. Such Escrow Contract shall contain such terms and conditions as shall be necessary in order to accomplish the Refunding Financial Plan, including provisions authorizing the Escrow Holder, without further authorization or direction from the District, except as otherwise provided therein, (a) to make all required payments of principal, interest and redemption premiums to the appropriate paying agent with respect to the Bonds To Be Refunded, (b) to pay costs and expenses incidental to the issuance of the Refunding Bonds, including the development of the Refunding Financial Plan, and of executing and performing the terms and conditions of the Escrow Contract and all of its fees and charges as the Escrow Holder, (c) at the appropriate time or times to cause to be given on behalf of the District the notice of redemption authorized to be given pursuant to Section 12 hereof, and (d) to invest the monies held by it consistent with the provisions of the Refunding Financial Plan. The Escrow Contract shall be irrevocable and shall constitute a covenant with the holders of the Refunding Bonds.

Section 10. The proceeds, inclusive of any premium, from the sale of the Refunding Bonds, immediately upon receipt, shall be placed in escrow by the District with the Escrow Holder in accordance with the Escrow Contract. All moneys held by the Escrow Holder, if invested, shall be invested only in direct obligations of the United States of America or in obligations the principal of and interest on which are unconditionally guaranteed by the United States of America, which obligations shall mature or be subject to redemption at the option of the holder thereof not later than the respective dates when such moneys will be required to make payments in accordance with the Refunding Financial Plan. Any such moneys remaining in the custody of the Escrow Holder after the full execution of the provisions of the Escrow Contract shall be returned to the District and shall be applied by the District only to the payment of the principal of or interest on the Refunding Bonds then outstanding.

Section 11. That portion of such proceeds from the sale of the Refunding Bonds, together with any interest earned thereon, which shall be required for the payment of the principal of and interest on the Bonds To Be Refunded, including any redemption premiums, in accordance with the Refunding Financial Plan, shall be irrevocably committed and pledged to such purpose and the holders of the Bonds To Be Refunded shall have a lien upon such moneys and the investments thereof held by the Escrow Holder. All interest earned from the investment of such moneys not required for such payments on the Bonds To Be Refunded shall be irrevocably committed and pledged to the payment of the principal of and interest on the Refunding Bonds, or such portion thereof as shall be required by the Refunding Financial Plan, and the holders of such Refunding Bonds shall have a lien upon such moneys held by the Escrow Holder. The pledges and liens provided for herein shall become valid and binding upon the issuance of the Refunding Bonds and the moneys and investments held by the Escrow Holder shall immediately be subject thereto without any further act. Such pledges and liens shall be valid and binding against all parties having claims of any kind in tort, contract or otherwise against the District irrespective of whether such parties have notice thereof. Neither this resolution, the Escrow Contract, nor any other instrument relating to such pledges and liens, need be filed or recorded.

Section 12. In accordance with the provisions of Section 53.00 and of paragraph h of Section 90.10 of the Law, the Board of Education hereby elects to call in and redeem all the Bonds To Be Refunded which are subject to prior redemption according to their terms on the Redemption Date, as such date is determined by the President of the Board of Education. The sums to be paid therefor on such Redemption Date shall be the par value thereof, the accrued interest to the Redemption Date and the redemption premiums, if any. The Escrow Holder is hereby authorized and directed to cause notice(s) of such call for redemption to be

given in the name of the District by mailing such notice(s) to the registered holders of the Bonds To Be Refunded which are subject to prior redemption at least thirty days prior to such Redemption Date. Upon the issuance of the Refunding Bonds, the election to call in and redeem the Bonds To Be Refunded subject to prior redemption on the Redemption Date and the direction to the Escrow Holder to cause notice thereof to be given as provided in this Section shall become irrevocable and the provisions of this Section shall constitute a covenant with the holders, from time to time, of the Refunding Bonds, provided that this Section may be amended from time to time as may be necessary to comply with the requirements of paragraph a of Section 53.00 of the Law, as the same may be amended from time to time.

Section 13. The Board of Education hereby appoints the firm of Hawkins Delafield & Wood LLP, 7 World Trade Center, 250 Greenwich Street, 41st floor, New York, New York to provide all necessary Bond Counsel legal services in connection with the authorization, sale and issuance of the Refunding Bonds of the District.

Section 14. The validity of the Refunding Bonds authorized by this resolution may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or
- (b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- (c) such obligations are authorized in violation of the provisions of the constitution.

Section 15. This bond resolution shall take effect immediately, and the District Clerk is hereby authorized and directed to publish the foregoing resolution, in summary, together with a Notice attached in substantially the form prescribed by Section 81.00 of the Law, in “*The Southampton Press*” and “*The Long Island Advance*”, two newspapers each having a general circulation within the District, and hereby designated the official newspapers of said District for such publication.

Budget Transfers

MOTION made by Marie Brown, seconded by Marion Diener for the Board of Education to approve budget transfers for the 2018/2019 school year in the amount of \$15,120.00 as follows:

Vote: Yes – 7, No – 0.

Amount	To Account Code	Description	Amount	EXPLANATION
\$ 15,120.00	A1310.400.00.0000	BUSINESS ADMIN. CONTRACTUAL	\$ 15,120.00	Additional expense to cover Affordable Care Act Penalty for 2016.
\$ 15,120.00			\$ 15,120.00	

CURRICULUM AND INSTRUCTION

Mrs. Weiss and Mrs. Keicher presented the ELL Program.

HUMAN RESOURCES

MOTION made by Jeffrey Goldhammer, seconded by Marie Brown for the Board to approve a consent agenda for the following personnel matters:

Vote: Yes – 7, No – 0.

Resignations

NAME	AREA	REASON	EFFECTIVE
Bucalo, Stephanie	Library Media Specialist .08 (SSS) Permanent Substitute .92 (SSS)	Personal	5/1/19
Charles, Michael	Permanent Substitute (DW)	Personal	5/4/19
Inzerillo, Christine	Office Assistant (JH/HS)	Personal	7/5/19
Mailand, Erica	Permanent Substitute (TAS)	Personal	4/19/19
Moreno, Adrienne	Principal Office Assistant (CO)	Retirement	5/3/19

Leave of Absence

NAME	AREA	REASON	EFFECTIVE
Employee #53	Special Education Teacher (HS)	FMLA	3/27/19-5/5/19 *Change in ending date originally 5/7/19
Employee #150	Physical Education Teacher (JH/HS)	FMLA	5/16/19-6/26/19 *Return date of 9/3/19
Hanson, David	Custodial Worker I (JH/HS)	Personal*	4/24/19-5/21/19
Kennelly, Martha	Permanent Substitute (EES)	To accept another position in district Section 3A & 3B	5/8/19-6/18/19
Masuck, Barbara	Teacher Aide 5.5 (TAS)	Personal	2/25/19-5/5/19 *Extension
Mitchell, Pernell	Custodial Worker I (EES)	Personal	2/25/19-4/30/19 *Change in ending date originally 5/3/19
Pettit, Pamela	Teacher Aide (TAS)	Personal*	2/4/19-5/28/19 *Extension
Employee #479	Custodial Worker I (JH/HS)	FMLA	5/30/19-8/9/19 *Return date 8/12/19

Appointments

The following appointments are conditional, subject to clearance approval by the State Education Department fingerprinting check:

TEACHER

NAME	AREA	CREDENTIALS	SALARY	EFFECTIVE
Kennelly, Martha	Art Teacher - .4 (EES)	Permanent: Art	Workday 1-20: \$130/day Workday 21-40: \$160/day BA/1: \$50,958 MA/1: \$58,502 *Prorated	5/8/19-6/18/19

PERMANENT SUBSTITUTE TEACHER

NAME	BUILDING	SALARY	EFFECTIVE
Kennelly, Martha	EES - .6	\$135/day *Prorated	5/8/19-6/18/19

PER DIEM SUBSTITUTE

NAME	AREA	SALARY	EFFECTIVE
Groeger, Taylor	Teacher	\$100/day	5/9/19-6/26/19
Luu, Tiffany	Teacher	\$100/day	5/9/19-6/26/19
Ruiz, Charisse	Clerical	\$12.00/hr	5/9/19-6/30/19
Schweers, Kayla	Teacher	\$100/day	5/9/19-6/26/19

CIVIL SERVICE

NAME	AREA	SALARY	EFFECTIVE
Jones, Dennis	Maintenance Mechanic I *Permanent Appointment	\$43,972 prorated	5/15/19

Interscholastic Appointment**Spring Coaches 2018-2019**

NAME	AREA	SALARY
Graziano, Gregory	JV Girls Lacrosse	\$5,612

Supplemental Pay

NAME	AREA	SALARY
Aboulafia, Yael	Summer 2019 CSE Committee Psychologist	\$64.52/hr
Koenig, Robert	Summer 2019 CSE Chairperson	\$86.80/hr
Heimann III, Joseph	Summer School 2019 Teacher Aide	\$12.00/hr
DeRoziere, Maureen	Summer School 2019 Teacher	\$41.79/hr
Martino, Debra	Substitute Teacher Aide Summer 2019	\$12.00/hr
Barca, Robert	AIS Provider 2018-2019	\$51.00/hr
Podstupka, Michael	AIS Provider 2018-2019	\$51.00/hr
Murray, Megan	AIS Provider 2018-2019	\$51.00/hr
Chiavola, Stacey	ENL Night "Dream Big" 5/1/19	\$75.35/hr *Not to exceed 5 hours
Murray, Jennifer	ENL Night "Dream Big" 5/1/19	\$85.48/hr *Not to exceed 5 hours
Carfora, Jamie	ENL Night "Dream Big" 5/1/19	\$47.33/hr *Not to exceed 5 hours
Timis-Kuhnle, Mihaela	ENL Night "Dream Big" 5/1/19	\$83.39/hr *Not to exceed 5 hours
Rorke, Susan	ENL Night "Dream Big" 5/1/19	\$45.45/hr *Not to exceed 5 hours
Scrub, Lorent	ENL Night "Dream Big" 5/1/19	\$38.08/hr

		*Not to exceed 5 hours
Oakley, Seth	ENL Night “Dream Big” 5/1/19	\$59.20/hr *Not to exceed 5 hours
Bolen, Robert	Instruction Trip – after hours 4/6/19 & 4/13/19	\$89.01/hr *Additional 15 hours beyond initial approval on 9/26/18 agenda
Murphy, Courtney	Drivers Education Proctor Spring 2018-2019	\$87.24/hr
Scala, Amy	Drivers Education Proctor Spring 2018-2019	\$81.59/hr
McNeill, Carol	Drivers Education Proctor Spring 2018-2019	\$87.24/hr
Lever, James	Drivers Education Proctor Spring 2018-2019	\$73.63/hr
Costanzo, Christopher	AP Capstone Research Training 7/29/19-8/2/19	\$75.16/hr *Not to exceed 30 hours

OLD BUSINESS

2019/2020 School Calendar & Election Law Clarification – Due to the legislative changes enacted with the NYS Budget, Section 3-110 of the Election Law now enables an employee who is a registered voter to take off up to three hours of working time, without loss of pay, so that the employee can vote at any election. As a result, next year’s approved calendar will now need to be reviewed. We are currently modifying the existing calendar and will post it when the process is complete.

NEW BUSINESS

Consent Agenda

MOTION made by Karen Kesnig, seconded by Jeffrey Goldhammer for the Board of Education to approve a consent agenda for the following resolutions:

Vote: Yes – 7, No – 0.

Memorandum of Agreement – ESMETA Sick Bank

BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education approve the Memorandum of Agreement regarding the sick bank between Eastport-South Manor Central School District and the Eastport-South Manor Teachers’ Association and authorizes the Board President or designee to sign on behalf of the District.

Special Education Service Agreement

BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education approve the Special Education Service Agreement with Developmental Disabilities Institute for providing special education and related services to students with disabilities for the 2018/2019 school year and authorizes the Board President or designee to sign on behalf of the District.

Special Education Service Agreement

BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education approve the Special Education Service Agreement with Dr. Frantz N. Moise for pediatric psychiatric evaluations for the 2018/2019 school year and authorizes the Board President or designee to sign on behalf of the District.

Health & Welfare Services Contract

BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education approve the Health & Welfare Services Contracts for the 2018/2019 school year with Hempstead Union Free School District for students who are attending private/parochial school within their district and authorizes the Board President or designee to sign on behalf of the District.

Software as a Service Agreement with Horizon Software International

BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board approve the Software as a Service Agreement with Horizon Software International providing software subscription, implementation and training of the point of sale Solana Student Services Bundle for the 2019/2020 school year and authorizes the Board President or designee to sign on behalf of the District.

Obsolete Equipment - EES

BE IT HEREBY RESOLVED, upon the recommendation of the Superintendent that the Board of Education declare the following equipment as obsolete as they are damaged beyond repair:

Quantity	Item	Inventory #	School
3	Wardrobes	3188, 3563, 2785	Eastport
1	Cabinet	3221	Eastport

Donation & Budget Adjustment – South Manor PTA

BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education accept the donation of \$1,106.22 from the South Manor PTA to cover the costs of the Centennial Hall, Oakdale, field trip on March, 20, 2019, and

FURTHER, BE IT RESOLVED, that the Board approve budget adjustments for the 2018/19 school year as follows:

AMOUNT	ACCOUNT CODE	DESCRIPTION
\$284.38	A2815.160-00-0000	Non-Instructional Salaries
\$21.76	A9030.800-00-0000	Social Security
\$60.86	A9020.800-00-0000	Teacher’s Retirement
\$739.22	A5540.410-SS-0000	Field Trips South Street

Donation & Budget Adjustment – ESM Athletic Booster Club

BE IT HEREBY RESOLVED, upon the recommendation of the Acting Superintendent that the Board of Education accept the donation of \$1,725.00 from the ESM Athletic Booster Club, Inc. to cover the costs of the Boys/Girls Cross Country overnight field trip in September, 2018 (*board approved on 9/12/18*), and

FURTHER, BE IT RESOLVED, that the Board approve the budget adjustment to Account Code A5540.410.HS-0000, in the amount of \$1,725.00.

STUDENT SERVICES

Acknowledged receipt and review of recommendations from the Committees on Special Education.

POLICY

First Reading – Policy No. 4531, Field Trips and Excursions

COMMITTEE REPORTS

None.

COMMUNICATIONS ACKNOWLEDGEMENT

Warrants including Revenue Budget Status & Appropriation Status Reports as of 5/3/19; Claims Audit Report for March 2019 from Nawrocki Smith; New York State School Safety Conference; Notice from Town of Brookhaven regarding Out East Brewery.

GENERAL DISCUSSION

- The district had the rubber floors at both the DAS cafeteria and the EES Multi-Purpose Room tested and there are no mercury vapors present.

ESM PRIDE

- Mr. Laube met with Standard & Poors who determines a municipality's credit rating. The district had received a AA- last year which was a downgrade. After Mr. Laube's meeting with them, the negative was removed so that the district is now at a AA rating which will save the district a considerable amount of money in interest rates. Thanks Tim for your hard work!

PUBLIC PARTICIPATION

Peter McGuire.

ADJOURNMENT

MOTION made by Karen Kesnig, seconded by Cheryl Hack for the Board to adjourn to executive session for the purpose of discussing a specific personnel matter at 8:25 p.m.

Vote: Yes – 7, No – 0.

MOTION made by Karen Kesnig, seconded by Marion Diener for the Board to reconvene to public session and adjourn the meeting at 9:30 p.m.

Vote: Yes – 7, No – 0.

Respectfully submitted,

Sharon P. Murray
District Clerk

FIELD TRIPS AND EXCURSIONS

The Board of Education recognizes the desirability of providing off-campus experiences which will enhance the educational program of the school system. A field trip is defined as an educational activity which takes place off school premises under the supervision of a teacher and which occurs at least in part during the regular school day. Field trips may only be approved under the following conditions:

- a) The teacher desiring to conduct a field trip involving students must plan, organize and conduct the trip in such a manner that the utmost educational value is achieved.
- b) The teacher must submit a proposed plan to the principal of the school and through him/her to the Superintendent of Schools. The plan shall include all necessary data such as time, date, place, purpose, method transportation financing to be provided, chaperones or guides of the trip, group involved any such additional information as needed to make the arrangement clear. The teacher must review the District wide calendar to ensure that multiple trips are not planned on the same day.
- c) Written approval of the principal prior to the trip.
- d) Written permission slips signed by the parent/legal guardian delivered to the teacher prior to the trip.

Factors relevant in consideration of approval of such field trips may include the relationship to the curriculum, the safety of students and their adequate supervision, the distance of the trip, availability of transportation, the cost involved, weather conditions, and full utilization of transportation. In order to make necessary transportation arrangements, all requests for day field trips must be submitted to the Building Principal at least 6 weeks prior to the trip date. The teacher must complete the Educational Field Trip Request Form (4531-E) and follow the guidelines provided. These guidelines include prior approval from the Superintendent, or his/her designee. Public funds, including funds raised by school-sponsored fundraising events, may not be used to subsidize a field trip that is essentially a private recreational experience and not part of the District's educational program.

Overnight Field Trips

Trips in excess of one day involving overnight travel, or out of the Long Island – Metropolitan area, shall be approved by the Superintendent of Schools at least thirty (30) days before the planned trip. All overnight trips will require approval from the Board of Education prior to the scheduled field trip.

Athletics

All trips planned through the Athletic Department will follow the same field trip guidelines followed by the individual schools, with the exception of State Championships. Because State Championship overnight trips may be required within only a few days, these trips do not have to go through the same Board approval process. The Athletic Director will be responsible for immediately notifying the Superintendent who will contact the Board of Education when any State Championship games have been planned.

Please refer to the Athletic Handbook and Coach Handbook for further guidance regarding all sports trips, coaching requirements and Athletic Department guidelines and procedures.

As per our fundraising policy, the Board of Education acknowledges and accepts funding from outside sources for appropriate field trips.

Transportation

When the district provides transportation to students on a school-sponsored field trip, extracurricular activity or any other similar event, it shall provide transportation back to either the point of departure or to the appropriate school in the district unless the parent or legal guardian of a student participating in such event has provided the district with a written notice authorizing an alternative form of return transportation for the student; or intervening circumstances make such transportation impractical.

Where intervening circumstances have made transportation back to the point of departure or to the appropriate school in the district impractical, a representative of the district shall remain with the student until such student's parent or legal guardian has been contacted and the student has been delivered to his/her parent or legal guardian.

No student shall be denied participation in a field trip if his/her parent/guardian cannot afford the cost involved.

Student participation in the trip will be subject to disciplinary action under Education Law Section 3214 for misbehavior during the trip.

Following the trip, the teacher in charge, shall prepare a brief written report which will be filed in the principal's office along with the application, signed approval forms and permission slips from the parent/legal guardian.

Ref: Education Law §§1604; 1709; 1804; 1903; 2503
 Article VIII, Section 1 of New York State Constitution
 Appeal of Christe, 40 Educ. Dept. Rep. 412 (2000)
 Antonopoulou v. Beame, 32 N.Y.2d 126 (N.Y. 1973)
 1989 Opn. State Compt. No. 89-50

Adopted: November 1, 2017

FIELD TRIPS AND EXCURSIONS REGULATION

General Requirements – All Trips

Each teacher planning a trip must use the Check-Off List for Field Trips. The teacher must check all available dates for trips on the District Calendar. The teacher is to confer with the Principal before making any arrangements. After securing the principal's tentative approval, the teacher is to get the permission of an official of the institution or point of interest to bring a group for a visit. The teacher then is to complete a Field Trip Request application and follow all guidelines on the approved form and secure the principal's or his/her designee's signature.

The teacher shall notify parents of the field trip and Parental Permission slips shall be sent home after each of the above items have been completed and approved.

Field trips are voluntary for students, alternative experiences for curriculum related trips should be arranged for student who cannot go on the trip or whose parents will not allow participation.

No student shall be denied participation in a field trip if his/her parent/guardian cannot afford the cost involved.

Out-of-district students shall not participate in school-sponsored trips or excursions. Children of employees shall not participate in field trips unless they are students in the participating group.

All students and chaperones shall be instructed prior to a trip as to its purpose, itinerary and behavioral regulations so that each has a clear understanding of the objectives of the trip and the behavior expected of them as representatives of the Eastport-South Manor Central School District.

Permissions

Each student going on a trip must have, in advance, the permission of the teacher accompanying the group, the principal of his/her school and the written permission of his/her parents. Written permission shall be procured from the parent/guardian for students to participate in school-sponsored trips, except secondary school spectator and athletic bus trips and in-district bus trips from one school to another.

In the case of overnight, trips, the teacher in charge must also secure a completed Medical Information Form from the parent/guardian.

Supervision of Students

- a) Chaperones must be a parent of a student or a responsible person known to the teacher in charge.
- b) Students and chaperones shall abide by the regular codes of conduct in force during the school day. This shall include the rules for safe conduct on buses. At least one member of the school professional staff, in addition to the driver, must travel in each bus used for a trip.

Chaperone/Student Ratio:***Out of District Trips:***

Grade	General Education	Special Education Students
K	1 per five	1 per four
1-6	1 per eight	1 per six
7-8	1 per twelve	1 per eight
9-12	1 per fifteen	1 per eight

Overnight Trips:

Grade	General Education Students	Special Education Students
K	1 per five	Same as above
1-6	1 per eight	
7-8	1 per twelve	
9-12	1 per twelve	

Student/chaperone ratios may vary dependent upon the nature and location of the field trip. Parents and/or legal guardians may be invited to assist as chaperones but primary responsibility for student supervision rests with professional staff members.

In-District/Out-of-District Trips:

1. It shall be incumbent upon the teacher in charge of a field trip to explain to students the guidelines for student movement and conduct while in route to and at the destination.
2. Failure of a student to comply with guidelines, as explained by the teacher in charge, may be cause for forfeiture of the student's participation in future trips.
3. Trips from school to school require only the teachers as a chaperone, or only the bus driver while in transit with teachers to meet and chaperone the students at both ends.
4. Trips to commercial or community facilities in the district will require chaperone ratios in accordance with those listed above for out-of-district trips.
5. Special school events, in grades K-12, within the district or county (i.e. senior banquet, English classes within a grade to see a play at a theater, career day, NYSSMA competitions, BOCES outdoor education programs) may use higher ratios at the discretion of the Principal to a maximum of 1 per 20 students at grades 7-8 and 1 per 25 students at grades 9-12. Lower ratios may be required on any trip at the discretion of the Principal. However, the necessary rationale for the change in ratio must be provided by the Principal on the *Field Trip Request Form*.
6. The teacher in charge is authorized to discontinue the trip when in his/her judgment continuing the trip would endanger the participants. This decision may be based on irresponsible actions by the driver, student or chaperones; weather, unsafe conditions at the destination, etc. Based on the problem, the teacher may decide to return to

Eastport-South Manor or direct the driver to pull off at a safe location and call for assistance.

Overnight Trips

1. The same guidelines for student conduct and movement as listed in the provision above apply to overnight trips as well.
2. All housing arrangements shall include provisions for responsible adult chaperones, either parents from Eastport-South Manor or the host school or professional staff.

Athletics

All trips planned through the Athletic Department will follow the same field trip guidelines followed by the individual schools, with the exception of State Championships. Because State Championship overnight trips may be required within only a few days, these trips do not have to go through the same Board approval process. The Athletic Director will be responsible for immediately notifying the Superintendent who will contact the Board of Education when any State Championship games have been planned.

Please refer to the Athletic Handbook and Coach Handbook for further guidance regarding all sports trips, coaching requirements and Athletic Department guidelines and procedures.

As per our fundraising policy, the Board of Education acknowledges and accepts funding from outside sources for appropriate field trips.

Attendance

Teachers must prepare and submit to the Attendance Office by the morning before a scheduled trip a list of all students who will be on the field trip or other activity. Attendance should be taken at the beginning of the trip and the Attendance Office notified of any students who are missing.

Adopted: November 1, 2017

1900 PARENT AND FAMILY ENGAGEMENT

The Board of Education believes that positive parental involvement and engagement is essential to student achievement, and thus encourages such involvement in school educational planning and operations. Parental involvement and engagement may take place either in the classroom or during extracurricular activities. However, the Board of Education also encourages parental involvement and engagement at home (e.g., planned home reading time, informal learning activities, and/or homework “contracts” between parents and children). The Board of Education directs the Superintendent of Schools/Building Principal to develop a home-school communications program in an effort to encourage all forms of parental involvement and engagement.

Title I Parent and Family Engagement - District Level Policy

Consistent with the parental involvement and family engagement goals of Title I, Part A of the federal Every Student Succeeds Act of 2016 (ESSA), the Board of Education will develop and implement programs, activities and procedures that encourage and support the participation of parents of students eligible for Title I services in all aspects of their child’s education.

For purposes of this policy, parent and family engagement refers to the participation of family members in regular, two-way, and meaningful communication involving student academic learning and other school activities. At a minimum, parent and family engagement programs, activities and procedures at both the School District and individual school level will encourage parents and family members to:

- Play an integral role in assisting their child’s learning;
- Are encouraged to be actively involved in their child’s education at school; and
- Are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.

The term parents refers to a biological or adoptive parent, legal guardian or other person standing in *loco parentis* (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the child’s welfare).

In carrying out the parent and family engagement requirements, the School District and schools shall provide reasonable support for parent and family engagement activities under this section as parents and families may request. School District and school level Title I parent and family engagement programs, activities and procedures will provide full opportunities for the participation of parents and family members with limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children, including providing information and school reports required under the law in a format and, to the extent practicable, in a language such parents and family members understand.

As further required by law, parents of students eligible for Title I services will be provided an opportunity to participate in the development of the School District’s Title I plan, and to submit comments regarding any aspect of the plan that is not satisfactory to them. Their comments will be forwarded with the plan to the State Education Department.

Parents also will participate in the process for developing a school improvement plan when the school their child attends fails to make adequate yearly progress for two consecutive years and is identified as a school in need of improvement.

The Board of Education, along with the Superintendent of Schools and other appropriate School District staff will undertake the following actions to encourage parental involvement and engagement in the development of the School District Wide Parental Involvement and Engagement Plan:

- Involve parents in the joint development of the Title I Plan. If the plan is not satisfactory to the parents of children participating in Title I programs, the School District will submit any parent comments to the State Education Department along with the School District’s plan;
- Provide the coordination, technical assistance, and support necessary to assist participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance;
- Build the schools’ and parents’ capacity for strong parental involvement and engagement through implementing and encouraging participation in appropriate parental involvement and engagement activities;

- Coordinate and integrate parental involvement and engagement strategies under Title I with those of other programs;
- Conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement and engagement policy in improving the academic quality of the Title I schools. The evaluation shall include identifying barriers to greater participation by parents in activities under the policy and use the findings of the evaluation to design strategies for more effective parental involvement and engagement and, to revise, if necessary, the parental involvement and engagement policies at the administration and school levels;
- Involve parents of children in Title I programs in decisions regarding how funds reserved for parental involvement and engagement activities are spent.

Review of Parent and Family Engagement Plan

The Board of Education, along with its Superintendent of Schools/Building Principal and other appropriate staff will conduct, with the involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement plan in improving the academic quality of the school, including the identification of barriers to greater participation by parents and family members in activities under this policy, and the revision of parent and family engagement policies necessary for more effective involvement. This may be accomplished by the distribution of an annual survey to the parents and through annual meetings to review data from local benchmarks and New York State assessments.

Ref:

1118 of the Elementary and Secondary Education Act NYCRR 100.3(b)(3); 100.4(f); 100.5(d)(4); 149.3(16)

Adoption Date:

1900-R PARENT AND FAMILY ENGAGEMENT PLANS

School Level Parent and Family Engagement Plans

The Superintendent of Schools will provide to all schools in the School District receiving federal financial assistance under Title I, Part A technical assistance and all other support necessary to assist them in planning and implementing effective parent and family involvement and engagement programs and activities that improve student achievement and school performance. As appropriate to meet individual local needs, the Superintendent of Schools will:

- Convene an annual meeting, at a convenient time, to inform parents of their school's participation in Title I programs and to explain Title I requirements and the right of the parents to be involved. All parents of children participating in Title I programs will be invited and encouraged to attend the meeting;
- Offer a flexible number of meetings, such as meetings in the morning or evening; and may provide (with funds provided under this provision of law) transportation, child care, or home visits, as such services relate to parental involvement and engagement;
- Involve parents in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school parental involvement and engagement policy;
- Provide parents of participating children with timely information about programs, a description and explanation of the curriculum in use in Title I programs, the forms of academic assessment used to measure student progress, the proficiency levels students are expected to meet, and if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children and respond to any such suggestions as soon as practicably possible; and
- Develop a school-parent compact that outlines how the parents, school staff and students will share the responsibility for improved student academic achievement and detail the means by which the school and parents will build and develop a partnership to help all children achieve the state's standards.

The compact must include:

- A description of the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served in Title I schools to meet the State's student academic achievement standards;
- A description of the ways in which each parent will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, television watching, volunteering in their child's classroom and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time; and
- Address the importance of communication between teachers and parents on an ongoing basis including, but not limited to:
 - Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement;
 - Frequent reports to parents on their children's progress; and
 - Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities;

- Ensuring regular two-way meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

To build parent capacity for strong parent involvement and engagement to improve their child's academic achievement, the District and each school in the School District with a program served with Title I funds will, at a minimum:

1. Assist parents in understanding such topics as the state's academic content and student achievement standards, state and local academic assessments, Title I requirements, how to monitor their child's progress and how to work with educators to improve the achievement of their child. To achieve this objective, the school offers:
 - Parent Orientation for incoming Kindergarten and Junior High School Families
 - School visits and scheduling conferences for grade K-12 students and families
 - Back-to-School/curriculum nights for each grade level, K-12
 - Kindergarten screening prior to the start of the school year
 - Informational Title I meeting at identified Title I schools
 - Title I funds may be used to pay reasonable and necessary expenses including transportation and childcare; to enable parents to participate in meetings and training.

This will include collaboration with PTA/PTO/SEPTO and volunteers.

1. Provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement and engagement; To achieve this objective, the school will provide:
 - Parent information meetings on topics such as, NYS assessments, learning standards, school curricula and student safety. To enable parents' participation, meetings may be offered at different times in the day or evening.
 - Regular school-wide forums held throughout the school year on topics related to teaching and learning.
 - Comprehensive school website featuring instructional information, announcements, and e-mail access to all teaching staff.
 - Annually published school calendar highlighting activities and assessment dates.
2. Educate its teachers, pupil services personnel, principals and other staff, with the assistance of parents, in understanding the value and utility of a parent's contributions and on how to:
 - Reach out to, communicate with, and work with parents as equal partners;

- Implement and coordinate parent programs; and
 - Build ties between parents and the school.
3. Coordinate and integrate to the extent feasible and appropriate, parent involvement programs and other relevant federal, state, and local laws and programs;
 4. Provide information related to school and parent-related programs, meetings and other activities to the parents of children participating in Title I programs in an understandable and uniform format, including alternative formats, upon request, and to the extent practicable, in a language the parents can understand. School District and school level Title I parental involvement and engagement programs, activities and procedures will provide full participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children.

Parent and Family Engagement plans for each Title I schools in the School District are located on the Title 1 School Websites.

Coordination of Parent and Family Engagement Strategies

The School District will, where appropriate and necessary, coordinate and integrate its parent and family engagement program activities and strategies with those of other applicable programs including coordinate and integrate parental involvement and engagement activities with the School District Universal Pre-Kindergarten Program; referral as needed to the Pre-school Special Education Evaluation Team; and coordinate transition from local Pre-schools to Kindergarten.

SCHOOL-PARENT-STUDENT COMPACT WILL INCLUDE:

Student Achievement Objective - To help our children achieve, we agree to abide by the following conditions during the current school year:

School Responsibilities

The school will:

- Provide high-quality curriculum and instruction in a supportive and effective learning environment;
- Hold parent-teacher conferences during which this compact will be discussed as it relates to your child's academic achievement;
- Provide parents reasonable access to staff; and
- Provide parents with opportunities to volunteer and participate in their child's class and to observe classroom activities.

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

- Monitor my child's attendance;
- Make sure that homework is completed;

- Limit amount of television my child watches;
- Volunteer in my child's school;
- Participate in decisions regarding my children's education;
- Promote positive use of my child's extracurricular time; and
- Stay informed about my child's education and communicate with the school regularly.

Student Responsibilities

As a student, I will share the responsibility to improve my grades, and agree to:

- Do homework every day and ask for help when needed;
- Read at least 20 minutes a day outside of school (Elementary);
- Read at least 30 minutes a day outside of school (Middle School/Senior High School) and
- Give to my parents all notices and information received by me from my school every day.

Signatures

Principal	Parent	Student
Date	Date	Date

EASTPORT SOUTH MANOR CENTRAL SCHOOL DISTRICT

PARENT AND FAMILY ENGAGEMENT

Policy 1900E.3

_____ SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY

The _____ Elementary School recognizes that parents and family members play an integral role in assisting their child's learning. We encourage parents to be actively involved in their child's education at school and to become full partners in school educational planning and operations. Consistent with the parent involvement goals:

1. The Building Principal and appropriate staff shall convene an annual meeting, at a convenient time, to inform parents of the school's participation in Title I programs, and to explain Title I requirements and the right of the parents to be involved. All parents of children participating in a Title I program will be invited to the meeting.
2. The school staff shall offer a flexible number of meetings to provide parents the opportunity to meet with school staff and otherwise participate in their child's education. These meetings shall be held at flexible times (e.g., morning or evening) and/or in highly accessible places.
3. The school will provide parents with timely information about Title I programs. School staff will also describe and explain the curriculum in use at the school, the types of academic assessment that will be used to measure student progress and the proficiency levels the students are expected to meet. Parents may also request regular meetings with school staff to make suggestions and to participate, as appropriate in decisions relating to the education of their child. The school will respond to any such suggestions as soon as practical.
4. The school staff shall involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school's parent involvement policy.

Building Capacity for Parental Involvement and Engagement

To build parent capacity for strong parental involvement and engagement to improve their child's academic achievement, the school will, at a minimum:

1. Assist parents in understanding such topics as the state's academic content and student achievement standards, state and local academic assessments, Title I requirements, how to monitor their child's progress and how to work with educators to improve the achievement of their child. To achieve this objective, the school offers:
 - Parent Orientation for incoming Kindergarten Families.
 - Kindergarten screening prior to the start of the school year

EASTPORT SOUTH MANOR CENTRAL SCHOOL DISTRICT

PARENT AND FAMILY ENGAGEMENT

Policy 1900E.3

- Know Your School Night: school orientation and grade level expectations are discussed
- Informational Title I meeting in addition to the general classroom orientation Parent-Teacher Conferences, Kindergarten through Grade 5
- Title I funds may be used to remove barriers to education as outlined in Homeless Children Policy 5151 which may be found on the district webpage

Parent information meetings on NYS assessments, learning standards, school curricula and student safety. To enable parents' participation, meetings may be offered at different times in the day or evening.

Regular school-wide forums held throughout the school year on topics related to teaching and learning.

Coordinate with public libraries regarding curriculum-based materials and use of library to engage parents in workshops connected with academic achievement. Comprehensive school website featuring instructional information, announcements, and e-mail access to all teaching staff.

Annually published school calendar and handbook highlighting learning standards and assessment dates.

2. Educate its teachers, pupil services personnel, and other staff in understanding the value and importance of a parent's contributions and on how to:

- Reach out to communicate with, and work with parents as equal partners;
- Implement and coordinate parent programs;
- Build ties between parents and the school; and
- Respond with sensitivity to parental concerns.

3. Provide timely information related to school and parent-related programs, meetings and other activities to the parents of children participating in Title I programs in an understandable and uniform format, including alternative formats, upon request, and to the extent practicable, in a language the parents can understand.

Coordination of Parent and Family Engagement Strategies

The School District will, where appropriate and necessary, coordinate and integrate its parent and family engagement program activities and strategies with those of other applicable programs. The school will do this by informing the public of the referral process.

EASTPORT SOUTH MANOR CENTRAL SCHOOL DISTRICT

PARENT AND FAMILY ENGAGEMENT

Policy 1900E.3

Student Academic Achievement School-Parent Compact

Developed through a school-parent partnership to be reviewed annually

SCHOOL-PARENT COMPACT

To help our children achieve, we agree to abide by the following conditions during the current school year:

School Responsibilities

The school will:

- Provide high-quality curriculum and instruction in a supportive and effective learning environment;
- Hold parent–teacher conferences during which this compact will be discussed as it relates to your child’s academic achievement;
- Provide parents reasonable access to staff; and
- Provide parents with opportunities to volunteer and participate in school and/or class activities.

Parent Responsibilities

We, as parents, will support our children’s learning in the following ways:

- Monitor my child’s attendance;
- Make sure that homework is completed;
- Limit screen time and the amount of television my child watches;
- Volunteer in my child’s school;
- Participate in decisions regarding my children’s education;
- Promote positive use of my child’s extracurricular time; and
- Stay informed about my child’s education and communicate with the school regularly.

EASTPORT SOUTH MANOR CENTRAL SCHOOL DISTRICT

PARENT AND FAMILY ENGAGEMENT

Policy 1900E.3

Student Responsibilities

As a student, I will share the responsibility to improve my grades, and agree to:

- Do homework every day and ask for help when needed;
Read at least 20 minutes a day outside of school;
- Give to my parents all notices and information received by me from my school every day;
Attend extra help; and
Participate in supplemental school-based programs

Signatures:

School

Parent

Student

Date

Date

Date